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INTRODUCTION

Two Thousand and Ten was the thirteenth anniversary of the West St. Paul Police Reserve Program. In the past 13 years, members of the Police Reserve Program have volunteered 38,395 hours, worth an estimated $717,118.00. Since its inception, 55 individuals have volunteered thousands of hours of their own time to the community of West St. Paul and surrounding communities.

The program was founded in 1997 with 10 members. Of the original ten members, Reserve Captain Mike Whebbe and Reserve Officer Chris Jacobson are still active in the program. Reserve Lieutenant Mark Crowley and Reserve Master Sergeant Larry Raasch were part of the second group to join the reserve program in 1999. There has been ten Reserve “academies” conducted to train and appoint new members.

Chief Shaver led the program until October of 1999 when Sergeant Thomas Fangel was assigned the role as Police Department Program Coordinator for the Reserve Unit. In 2008 Police Officer John Reynolds was assigned to assist Sergeant Fangel with the operations of the program. Officer Reynolds was a member of the reserve program from 2004 through 2006.

The West St. Paul Police Department Reserve Unit is made up of community minded citizens who serve without compensation. These individuals come from all walks of life. Most members have satisfying civilian positions and simply wish to assist with police work as a way of serving the community. Others are students in Law Enforcement programs looking to gain valuable career experience. The authorized membership of the program is 19. In 2010 the roster consisted of 14 members.

All members have completed the West St. Paul Police Reserve Training program (academy), which includes over 32 hours of classroom instructions and 40 hours of field instruction. In addition, members are required to maintain certification in First Aid and CPR, as well as participate in annual basic skills training as required by the department.

The primary responsibility of the Reserve Unit is to assist the patrol officers in the delivery of non-precarious services. Specific tasks performed by reserve officers are:

- Responding to complaints of noisy or stray animals.
- Taking reports for found property, vandalism, or theft (when there is no known suspect).
- Assisting at traffic accidents or traffic stops and overseeing the towing of impounded vehicles.
- Assisting at crime scenes in securing the perimeter and searching for evidence.
- Transporting prisoners to the Dakota County Detention Center or surrounding counties; as well as transporting impaired individuals to the Detoxification Center in St. Paul.
- Participating in city events and functions.

1 Thirteen year summation of the Independent Sector’s estimated value of volunteer time.
Eleven individuals were members of the program in January of 2010. A Reserve Academy was held this year and the program ended with 14 members.

Members of the West St. Paul Police Reserves during 2010 were:

<table>
<thead>
<tr>
<th>Name</th>
<th>Appointment Date</th>
<th>Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mike Whebbe</td>
<td>September 1997</td>
<td>Reserve Captain</td>
</tr>
<tr>
<td>Mark Crowley</td>
<td>January 1999</td>
<td>Reserve Lieutenant</td>
</tr>
<tr>
<td>Larry Raasch</td>
<td>January 1999</td>
<td>Reserve Master Sergeant</td>
</tr>
<tr>
<td>Jason Nowak</td>
<td>February 2002</td>
<td>Reserve Sergeant</td>
</tr>
<tr>
<td>Audra Rawlings</td>
<td>February 2004</td>
<td>Reserve Sergeant</td>
</tr>
<tr>
<td>Nic Pitzen</td>
<td>March 2005</td>
<td>Reserve Officer</td>
</tr>
<tr>
<td>Jessica Staples</td>
<td>January 2007</td>
<td>Reserve Officer</td>
</tr>
<tr>
<td>Derek Haehnel</td>
<td>April 2008</td>
<td>Reserve Officer</td>
</tr>
<tr>
<td>Mike Mandel</td>
<td>April 2008</td>
<td>Reserve Officer</td>
</tr>
<tr>
<td>Elyse Wood</td>
<td>April 2008</td>
<td>Reserve Officer</td>
</tr>
<tr>
<td>Dave Dyrhaug</td>
<td>February 2010</td>
<td>Reserve Officer</td>
</tr>
<tr>
<td>Tara Hahle</td>
<td>February 2010</td>
<td>Reserve Officer</td>
</tr>
<tr>
<td>Neils McKinnon</td>
<td>February 2010</td>
<td>Reserve Officer</td>
</tr>
<tr>
<td>Maria Mulvihill</td>
<td>February 2010</td>
<td>Reserve Officer</td>
</tr>
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The Reserve Program continued its involvement with two national programs:
- Volunteers in Police Service (www.policevolunteers.org)
- President’s Volunteer Service Awards (as a Certifying Organization) (http://www.presidentialserviceawards.gov/)

The Volunteers in Police Service (VIPS) Program is a national program that serves as a gateway to resources and information for and about law enforcement volunteer programs of all kinds. The program's ultimate goal is to enhance the capacity of state and local law enforcement to utilize volunteers. The VIPS Program defines a volunteer in police service as:

Someone who performs service for the department without promise, expectation, or receipt of compensation for services rendered.

This includes individuals completing unpaid internships, unpaid chaplains, persons providing administrative support, persons who are unpaid reserve officers and persons involved in an Explorer Post, among others. The International Association of Chiefs of Police (IACP) manages and implements the VIPS Program in partnership with, and on behalf of, the White House Office of the USA Freedom Corps and the Bureau of Justice Assistance, Office of Justice Programs, U.S. Department of Justice.

The President's Council on Service and Civic Participation created the President's Volunteer Service Award Program as a way to thank and honor Americans who, by their demonstrated commitment and example, inspire others to engage in volunteer service.

Recognizing and honoring volunteers sets a standard for service to others. It encourages a sustained commitment to civic participation and inspires others to make volunteering a central part of their lives. The President's Volunteer Service Award recognizes individuals, families, and groups that have achieved a certain standard – measured by the number of hours served over a 12-month period or cumulative hours earned over the course of a lifetime.

For their volunteer efforts in 2010, the following President's Volunteer Service Awards have been presented:

**Gold Level (500+ hours)**
- Audra Rawlings (820 hours)
- Mike Whebbe (747 hours)

**Silver Level (250 to 499 hours)**
- Mark Crowley
- Dave Dyrhaug
- Mike Mandel

**Bronze Level (100 to 249 hours)**
- Neils McKinnon
- Nic Pitzen
- Elyse Wood

- Derek Haehnel
- Maria Mulvihill
- Jason Nowak
For their service and commitment to the Reserve Program in 2010, four West St. Paul Reserve officers were recognized by the Dakota County Chiefs of Police Association with the *Citizens Award of Excellence*. The officers honored were Reserve Captain Mike Whebbe, Reserve Lieutenant Mark Crowley, Reserve Sergeant Audra Rawlings, and Reserve Officer Elyse Wood.

![Image of award winners](image)

*Figure 2. Dakota County Chiefs of Police Association Award Winners.*

Left to right: West St. Paul Chief B. Shaver, M. Crowley, A. Rawlings, West St. Paul Sgt. T. Fangel, E. Wood, Burnsville Chief B. Hawkins (Association President), M. Whebbe
SUMMARY OF SERVICE

Members of the West St. Paul Police Reserve Unit volunteered 4,362 hours to the program and the community in 2010. This is the fourth year in a row where the volunteered hours have exceeded 4,100, and this was a new “record” high – breaking the previous record by 175 hours.

The members in the Reserve Program this year volunteered on average 256 hours each or over six weeks of their personal time. It should be noted that the annual individual minimum requirement of the Program is 160 hours (four weeks) and eight individuals exceeded this requirement.

Using a full-time equivalency (FTE) of 2,080 hours per year, the total hours contributed by Reservists to the city in 2010 would equate to 2.1 FTEs. The “Value of Volunteer Time” of these hours would equate to $93,172 using an hourly rate of $21.36; as estimated by the Independent Sector as being the National value of volunteer time during 2010.

In previous years, the West St. Paul Police Reserve Unit volunteer efforts have been as follows:

![Graph showing annual comparison of hours from 2000 to 2010.]

---

2 Independent Sector (www.independentsector.org)
Reservists submitted *Daily Logs* for 178 calendar days during 2010 or 49% of the year. On average Reservists were active 14.8 days of each month, with a group monthly average of 364 hours.

Again this year, November was the busiest month with a high number of Patrol hours, followed by Events. The Event activities were associated with helping at the Department’s Citizen’s Academy.

May continues to be a busy month with 418 hours. Of those hours, 130 were directly attributed to supporting various events associated with *Celebrate West St. Paul Days*. In addition, five Reserve officers assisted with traffic control for Maplewood Police Sergeant Joseph Bergeron’s funeral procession.

The 4,362 hours are broken down into seven categories: Patrol, Meetings, Events, Administration, Ride-a-long, Training, and Special Response Team (SRT).
Patrol

The Patrol function once again accounted for the majority of Reservists’ time (59%) with 2,596 hours being spent performing patrol duties. This was the greatest number of hours ever spent on the patrol function, over 350 hours more than the previous year.

While performing this function, reserve officers focus on proactively patrolling city neighborhoods, parks, and businesses; which results in the increased visibility of the police department. In addition, the Reserve Unit strives to patrol the City of Sunfish Lake during each of their patrol shifts.
Some of the specific tasks performed by Reserve Officers while patrolling are:

- Interacting with citizens in a positive and courteous manner
- Assisting Police Officers with towing impounded vehicles
- Enforcing city and county ordinances and state statutes as authorized by Section 115.05 - Subdivision 2 of the “The West St. Paul City Code”
- Responding to assigned non-precarious service calls (e.g. vandalism, theft, found property)
- Transporting prisoners
- Proactively patrolling city property and parks

This year the Reserve Program continued to utilize the two “Reserve” squads for all patrol activities and events.

**Vehicle Tows**

One patrol duty that Reservists perform is assisting police officers with the impounding of motor vehicles. By providing this service, police officers are able to focus on the reason for the impoundment or return to service more expeditiously. In 2010, the Reserve Unit assisted with the towing and impoundment of 56 vehicles. An average of 30 minutes is spent by reservists per tow completing paperwork, inventorying the contents of the vehicle, and waiting for the towing company. This saved 28 hours of police officer’s time, if they were to process their own tows.

In the last 13 years, the Reserve Unit has assisted with the towing of over 750 vehicles, saving 375 hours of a police officer’s time.

**Citations**

While patrolling in 2010, Reservists issued 100 citations in the enforcement of city and county ordinances, as well as state statutes.
The citations issued are categorized as follows:

![2010 Reserve Citations Issued](chart)

The resulting fines assessed in 2010 were in excess of $11,400. The citations and associated fines are categorized as follows:

![2010 Reserve Fines Assessed](chart)

There was no personnel cost to the city associated with issuing these citations.

During the last 13 years, reserve officers have written 1908 citations, generating fines in excess of $143,843.
Calls for Service

Reservists were dispatched to 460 non-precarious “Calls for Service.” The areas of service that were provided fall into the following categories:

![2010 Reserve Service Calls - 460](chart)

Of the nine categories for Service Calls, “Parking Complaints” again accounted for the majority of calls. These calls were to address handicapped parking issues, overtime parking concerns, and fire lane violations. If the issue was found to be true, a citation was issued to the owner of the vehicle.

The next highest category of calls that reservists handled were for providing general assistance to citizens. This category also records the assistance provided to stalled motorists.

The third highest category was for stray or lost animals. Every attempt was made to reunite the lost pet with their owner. If that was unsuccessful, the animals were taken to the South St. Paul Animal Hospital for boarding.

Between 1997 and 2010, reservists have answered more than 2,100 calls for service.

Transports

An important task that reservists perform is the transportation of individuals who have been taken into custody by the Police Department. In 2010, 134 individuals were transported by Reserve Officers.
Each transport takes an average one hour to complete. When a Reserve Officer performs this function, it allows the Police Officers to return to service sooner and be available to perform more vital duties. This service has become an invaluable resource for the Police Department.

In certain situations individuals are transported outside the boundaries of Dakota County as their arrest was on a warrant issued by another jurisdiction or when being admitted to the Detoxification Center in St. Paul. Besides supporting the West St. Paul Police Department, transports were also performed for the Dakota County Drug Task Force, Dakota County Sheriff’s Office, Minnesota State Patrol and outside agencies participating in DWI Saturation Patrols within the boundaries of West St. Paul.

The following transports occurred in 2010:

**77 Adult Males**
- 64 - Dakota County Adult Detention Center
- 2 - Ramsey County Detention Center
- 1 - Washington County Detention Center
- 4 - Ramsey County Detox
- 6 - Non-custodial transport

**14 Juvenile Males**
- 4 - Dakota County Juvenile Detention Center
- 1 – Harbor Shelter
- 9 - Non-custodial transport

**38 Adult Females**
- 17 - Dakota County Adult Detention Center
- 3 - Ramsey County Detention Center
- 1 - Washington County Detention Center
- 3 - Ramsey County Detox
- 14 - Non-custodial transport

**5 Juvenile Female**
- 5 - Non-custodial transport

A total of 1,184 individuals have been transported by reserve officers in the last 13 years.

**Other Duties**

Also, while on patrol Reservists have been dispatched to secure crime scenes and search for evidence.
Meetings

Reservists spent over 204 hours participating in monthly meetings. The monthly are meetings held to communicate information on Police Department policies and procedures, Reserve Unit policies and procedures, reinforce training objectives, and plan for future activities/events. Meetings are held the last Tuesday of each month.

Events

Members of the Reserve Unit volunteered over 776 hours towards 57 special events in 2010. These events were in support of activities held within the City of West St. Paul, as well as neighboring communities. Events are defined as “scheduled activities outside of the patrol function.”

In May, 130 hours were devoted to supporting Celebrate West St. Paul Days activities. In addition to the events held on Saturday, Reservists proactively patrolled during the evening hours of the Carnival at Signal Hills. This proactive effort on the part of the Reserve Unit was to ensure a safe, family-oriented environment for the citizens of West St. Paul.
September was the next busiest month for events with 115 volunteer hours. The efforts are attributed to Henry Sibley Football games and the “Downtown Beat Car Show” on Robert Street.

When requested by Independent School District 197, the Reserves also provide parking lot and event security for Sibley High School Boys and Girls Hockey games played at the West St. Paul Ice Arena. This effort was initiated in 2000 to prevent a developing pattern of automobile break-ins that had been occurring. Independent School District #197 sets the schedule as to when Reserve Officers are needed.

Again this year Reserve Officers assisted with the joint West St. Paul / Mendota Heights Police Citizen Academy. Reserve Officers were involved with each night of the academy.

The following West St. Paul community events had the involvement of the Reserve Unit in 2010:

- City of West St. Paul Easter Egg Hunt
- City of West Saint Paul Open House
- West St. Paul / Mendota Heights Police Citizen Academy
- Celebrate West St. Paul Days Carnival at Signal Hills
- Celebrate West St. Paul Days Parade
- YMCA WOG
- TapeMark Charity Pro-Am Golf Tournament
- Night To Unit - Community Events
- Downtown Beat Car Show
- Ride for Wishes
- St. Croix Lutheran Home Coming Parade
- St. Joseph’s Grade School Marathon
The West St. Paul Police Reserve Unit also provided support to neighboring communities in a reciprocal effort as these communities provide assistance to West St. Paul during its annual parade. Additional events outside of the city of West St. Paul that Reservists participated in were:

- South Saint Paul Kaposia Parade
- Mendota Heights/Gateway Bank 5K
- Village of Mendota Parade (assisted Mendota Heights Police Department)
- Saint Paul Park Parade
- Inver Grove Heights Day Parade
- Law Enforcement Torch Run for Special Olympics
- Dakota County Drug Take Back Program

**Administration**

Two hundred thirty three (233) hours were logged under the heading of “Administrative.” These hours are spent on general unit organizational tasks, record keeping pertaining to the Reserve program, and activity planning.
Training

Members of the Reserve Program were involved in over 490 hours of training in 2010. Annually, Reserve Officers are required to complete training on First Aid, CPR and Use of Force. The bulk of the training hours were associated with a “Reserve Academy” to train new members. It is custom to hold an academy bi-annually.

Again this year several reservists took advantage of courses offered at Century College as part of the Law Enforcement Continuing Education program. The City has purchased two seats in classes for use by reservists. In 2010 reservists took a total of 24 classes on a wide variety of Law Enforcement topics.

Captain Mike Whebbe was instrumental in starting the Northern Dakota County Joint Reserve Training program. The reserve units from West St. Paul, Mendota Heights, South St. Paul, and Inver Grove Heights meet quarterly, with each program hosting a meeting. The topics presented in 2010 were:

- West St. Paul – Transports, Radio/MDC usage, “Shoot” simulator
- Inver Grove Heights – Traffic direction, Vehicle approaches, Inventorying vehicles
- Mendota Heights – Responding to medical emergencies
- South St. Paul – Dealing with stressful situations
Special Response Team (SRT)

Reservists responded to 28 hours of “call-in” support. The Special Response Team (SRT) is a subset of individuals in the Reserve Program who have agreed to be available to respond to emergency situations on a “call-out” basis. These Reservists were called upon to assist the Police Department for the following incidents:

- Snow Emergencies
- Providing prisoner transports
- Weather related issues
- Miscellaneous crime scene support

Since the inception of the SRT, reservists have provided over 1028 hours of “critical incident” support.

Reservist Personal Responsibility

Upon acceptance into the program, an individual is required to make a $100 deposit on their uniform, which is returned to them upon their departure from the program and the return of the Initial Issued equipment. This deposit provides for the following “Initial Issued” uniform items:

- Two uniform shirts (one long sleeve and one short) and tie
- One pair of trousers and black belt
- One uniform jacket
- Department patches and badge

Each Reservist is required to furnish their own black shoes, duty belt, and any equipment that they may deem necessary and allowed by Department policy. On average an individual may spend in excess of $500 of their personal funds towards uniform supplies and equipment.
ACKNOWLEDGEMENTS

The following pages contain acknowledgements recognizing the efforts of the members of the West St. Paul Police Department Reserve Program.
Thanks for helping out with the YWCA’s Kids One Mile Run again this year.

It was great seeing Janet and having her help too.

Thanks for your support!

Julie Breshears

---

Dear Sergeant Jim

Great big thanks for the help from your W. St. Paul Police Dept. on the morning of our St. Joseph School marathon. We appreciate your officers keeping us safe for marathon and on our day. Enjoy these autumn days.

The St. Joseph School Community
May 18, 2010

Chief Bud Shaver
West St. Paul Police Department
1616 Humboldt Avenue
West St. Paul, MN 55118

Dear Chief Shaver:

On behalf of the Maplewood Police Department, I would like to thank you for your department’s assistance on Saturday, May 1, after the shooting of Maplewood Police Sergeant Joseph Bergeron. With your help, a perimeter was able to be quickly established and the suspects located. It proves that when a member of the law enforcement family is in need of help, their fellow officers are ready and willing to come to their aid.

I would also like to thank your Reserves for assisting with the procession route traffic detail following the funeral. Because the major intersections along the entire route were staffed, the procession was able to move safely and efficiently from the Cathedral, through Maplewood, and then to the cemetery.

During some of the darkest days in the history of the Maplewood Police Department, the assistance and support from others was very much appreciated.

Sincerely,

David U. Thomalla, Chief of Police
Maplewood Police Department

DJT:js
June 10, 2010

Sergeant Tom Fangel
West St. Paul Police Department
1616 Humboldt Avenue
West St. Paul MN 55118

Sergeant Fangel,

I would like to take this opportunity to thank your Reserve Unit for their assistance with the Mendota Heights 5K Fun Run on June 5th. The following Reserve Officers from your department helped make this a safe and successful event: Captain Michael Whebbe, Sergeant Audra Rawlings, and Officers Khannany Douangmala and Niels McKinnon.

The assistance from your Reserve Unit is always appreciated and we look forward to working with your department in the near future.

Thanks!

Sergeant Brian Convery
Mendota Heights Police Department
Aug 23, 2010

Dear Tapemark Pro-Am Supporter:

Thank you for being a part of the 39th Annual Tapemark Charity Pro-Am presented by Anderson Agency. We all survived a weekend of awful weather and crowned a first-time champion in Ryan Helmnek, who triumphed over the strongest professional field we’ve ever assembled.

Each year we receive generous support from many corporate and individual sponsors, donors and volunteers, but the Tapemark Pro-Am succeeds in large part because contributions from people like you! With your support, we are able to raise much needed funds for our benefiting agencies. To that end, we expect this year’s proceeds to top $150,000, which brings our 39-year Grand Total to more than $6,500,000! We are deeply grateful to you for the role you played in making this year a resounding success.

For over 39 years, the Tapemark benefiting agencies have worked to improve the lives of people with developmental and learning disabilities, striving to create communities that welcome and cherish the contributions of all citizens. Your dedication and support brings us closer to a day when all people, regardless of ability, can live, work, and play with hope and respect in their own homes and communities.

Next year, the Tapemark Pro-Am celebrates its 40th year of making a difference in the lives of people with disabilities. We hope that you would consider continuing your support, so that we may look forward to the next 40 years!

Again, thank you.

All the best,

Jami Hansen Blair
Tournament Director
Reserve Program Annual Report - 24 - 2010

From: Wright, David
Sent: Wednesday, October 27, 2010 9:40 AM
To: Shaver, Bud
Subject: RE: Wind Damage

Thanks for sharing the photos, Bud. Quite the mess.

Just a note that I was headed home from downtown Minneapolis at about 9:15 last night. As I came off the Mendota Bridge EB on MN 110, I noticed several of the stoplights were out. As I got to each stoplight, I saw a WSP Reserve vehicle at each intersection dutifully keeping an eye on traffic.

Let them know they were noticed and that we appreciate their efforts.

Fangel, Tom

From: charles mauerie
Sent: Tuesday, September 07, 2010 10:19 AM
To: Clarence Chapman, Dave Larson CGRO, SGT Brian C Mendota Heights, Sgt Gary Glaeser, Fangel, Tom
Cc: Bob Felix 368
Subject: Heritage Days

Hello all,

Thank you and your reserves for all the help your departments provided on Heritage Days in St Paul Park.

Once again the parade was a success and without your help it would have been an insurmountable task for our reserve department to handle it alone.

Thank you again for your help this year and all the years past.

See you all next year for parade season.

Reserve Captain Chuck Maurer
St Paul Park Police Department

Nice Work!!

2010
From: Ann Lindberg  
Sent: Tuesday, November 09, 2010 12:33 PM  
To: Shaver, Bud  
Cc: Police Reserve - Mark Crowley  
Subject: GREAT  

Bud,  
Just wanted to be sure to say THANK YOU and let you know how well the reserves were appreciated at our kindness concert last night. We had a fabulous turn out with over 600 in attendance and the reserves made parking and exiting a breeze Please be sure to forward my thanks to them all!!  

Ann L. Lindberg, LADC

---

Sent: Friday, December 31, 2010 7:40 AM  
To: Fanuel, Tom; Shaver, Bud; Surgeon, Brian; Reynolds, John  
Subject: Great Job by the West St. Paul Reserves

On 12/23/10, West St. Paul held a DWI enforcement shift. I just wanted to bring to light the great job that the West St. Paul reserves did on this specific night. They not only found drunk drivers for us to arrest but also helped out during the process. I have the list of reserve officers listed below:

Audra and Elyse located a suspicious vehicle in the area of Livingston Ave and Crusader. The vehicle attempted to flee from them as they were in a fully marked reserve unit. They did not pursue but gave directions to Officers working the DWI enforcement shift which eventually led to a Gross Misdemeanor DWI arrest (WS10001473).

Captain Whetbe located a 1 car accident on Thompson Ave and advised Officers of his findings which eventually lead to a Gross Misdemeanor DWI/NO insurance/DAS arrest (WS10001474).

Reserve Officers McKinney and Dyhaug assisted me in booking in releasing another DWI arrest. Reserve Officer McKinney was determined to learn how to fingerprint a subject using the electronic livescan. He was frustrated at first but was willing to try it a second time with another DWI arrest.

I just wanted to inform the department of the great help each and every Reserve Officer did this right!

P.S. Oh I almost forgot, they stayed beyond their shift to do tag and tow vehicles for emergency snow removal. I cannot say how late they stayed since I left at 0500hrs and I could still hear them on the radio clearing the streets of vehicles so that plows may clear the roads for WSP residents.

Great job guys!

City of West St. Paul
Patrol Officer Jose Rueda
1616 Humboldt Ave