

# EMPLOYEE INFORMATION UPDATE

City of Minneapolis Human Resources Department

FILED BY KK OCT 12 2018

Please read the information about Your Rights as a Subject of Data attached or printed on the back of this form.

Employee ID or Social Security Number 007851	Employee Name Aaron Womble	Effective Date of Update 10/11/2018		
Submitted by: Print Name and Initial <i>Aaron Womble AW</i>		Date Submitted <i>10/11/2018</i>		
<b>COMPLETE ONLY THE INFORMATION THAT HAS CHANGED OR IS BEING ADDED</b>				
<b>New Primary Name, Address, Phone Numbers and/or Family Status</b>		Panel: Administer Workforce US/Use Personal Data		
Name Type: PRIMARY 13.43	Name Part:	Name:		
Apt. or Suite # 13.43	Street Address 13.43	City 13.43	State 13.	Zip Code 13.43
Phone Numbers	Home Phone 13.43	Area Code	Phone Number	
	Other Phone (Indicate Type, such as cell, additional home, etc.) 13.43	Area Code	Phone Number	
<b>Family Status Change</b> (Enter in Personal Data panel and also enter a row in Job Data/Work Location with a Family Status Change Action. This will alert Benefits Division staff to review possible effects on benefits needs and eligibility.) 13.43				
<b>ADDITIONAL OR FORMER NAMES</b>		Panel: Administer Workforce US/ Use		
Names 13.43				
<b>EMERGENCY CONTACT - PRIMARY</b>		Panel: Administer Workforce US/ Use Emergency		
Contact 13.43				
<b>EMERGENCY CONTACT - ADDITIONAL</b>		Panel: Administer Workforce US/ Use Emergency Contact		
13.43				
<b>DRIVERS LICENSE DATA</b>		Panel: Administer Workforce US/ Use Drivers License		
Data 13.43				
Entered in HRIS by:		Date Entered:	Phone:	

Distribution: Original: Department Personnel File Copy: Employee

Last Updated - August 3, 2009

MINNEAPOLIS HUMAN RESOURCES DEPARTMENT  
**NOTICE OF YOUR RIGHTS AS A SUBJECT OF DATA**  
(PLEASE READ THIS IMPORTANT INFORMATION)

In accordance with the Minnesota Government Data Practices Act we must inform you of your rights as a subject of data.

Some of the information required on the attached form is classified as private data under the Government Data Practices Act. We need some of this information in order to process your payroll and benefits and to maintain employment records as required by the City Charter.

Social Security Number is required as an identifier for payroll processing, tax withholding and reporting, processing benefits to which you are entitled, and maintaining employment history records as mandated by the City Charter and other laws. Your address is required so that your paycheck or direct deposit notice can be mailed to you. Your home phone number may be used to contact you if necessary. Emergency Contact information is requested (but not required) to allow us to quickly contact the person(s) you designate in case of an emergency. Drivers License information may be needed as a requirement of your job or if you drive City vehicles. Disability and accommodation information is only required if you are requesting an accommodation for a disability.

Race, sex, age, and disability data are used in summary form to monitor protected class employment and to meet federal, state and local reporting requirements.

The data we collect about you is classified as either **PUBLIC** or **PRIVATE**. "Public" means that it is available to anyone who asks to see it. "Private" means that the data is only available to the person the information is about and to staff who must see it in the normal course of conducting City of Minneapolis business, and as otherwise provided for by law. Data collected on, or in response to, your hire that is classified "Private" may be used by City of Minneapolis Human Resources and supervisory personnel who require access to the information in order to perform their job functions. It may be shared with a labor union, if applicable, with the Public Employee Retirement Association (PERA) or other organizations at your request. It may also be shared as required by current or future laws.

The following data which the City of Minneapolis collects on you as an employee is "Public":

Name, actual gross salary, salary range, contract fees, actual gross pension, the value and nature of employer-paid fringe benefits, the basis for and amount of any added compensation (such as, expense reimbursements), job title, job description, your education and training background, previous work experience, the dates of first and last employment, your work location, work phone number, badge number, honors and awards received, the City and County of your residence, payroll timesheets and other comparable data used only to account for your work time for payroll purposes (except to the extent that release of timesheet data would reveal the reasons for your use of sick leave, medical leave or other non-public data). Some information regarding disciplinary actions is public and other information is private depending on the status and results of the situation. When requests are received regarding disciplinary actions, City staff contacts the City Attorney's office for clarification of what information is public. Any information collected that is not classified as public (see above) is considered non-public, private or confidential.

Be advised, any information you provide as an applicant or employee during your service with the City of Minneapolis, may be used by the City for a variety of purposes under human resources rules, collective bargaining agreements or as required by law. This includes, but is not limited to, performance appraisals and discipline.

If you have any questions regarding your rights as a subject of data please contact:

City of Minneapolis Human Resources Department  
Public Service Center  
250 South Fourth Street - Suite 100  
Minneapolis, Minnesota 55415-1339

Last Updated - August 3, 2009

# IOWA STATE UNIVERSITY

OF SCIENCE AND TECHNOLOGY

Office of the Registrar  
214 Enrollment Services Center  
Ames, Iowa 50011-2010  
515-294-1840  
School Code: 001869

## Enrollment Certification for Aaron H. Womble

Issued August 11, 2014

Issued to OFFICE CRAIG JOHNSON  
MINNEAPOLIS POLICE DEPT  
350 SOUTH 5TH STREET - RM 100  
MINNEAPOLIS, MN 55415-1389

Academic Program and Classification  
Curriculum/Major/Department: Political Science  
Curriculum/Major/Department: Interdisciplinary Studies  
Classification: Senior

Previous Undergraduate Enrollment					
Fall	2010	08-23-2010	to	12-17-2010	full-time
Spring	2011	01-10-2011	to	05-06-2011	full-time
Fall	2011	08-22-2011	to	12-16-2011	full-time
Spring	2012	01-09-2012	to	05-04-2012	full-time
Fall	2012	08-20-2012	to	12-14-2012	full-time
Spring	2013	01-14-2013	to	05-10-2013	full-time
Fall	2013	08-26-2013	to	12-20-2013	full-time
Spring	2014	01-13-2014	to	05-09-2014	full-time

Cumulative Grade Point Average  
13.43

Degree(s) Awarded  
B.A. LIBERAL ARTS & SCIENCES  
05-10-2014  
MAJORS: POLITICAL SCIENCE  
AND INTERDISCIPLINARY STUDIES  
(CRIMINOLOGY & CRIMINAL JUSTICE)

13.43

\*\*\*\*\*End of Enrollment Certification\*\*\*\*\*

*This certification is accurate as of the issue date. Raised seal not required. This document is valid when it bears the printed seal of Iowa State University and the signature of the Registrar. Enrollment information for past terms is based upon the status at the end of the terms.*

*This information should not be released to a third party without the student's written consent.*

*Laura J. Doering*  
Laura J. Doering, Registrar



Njat

Iowa State University

Iowa State University

Iowa State University

# Iowa State University

Office of the Registrar • Ames, IA 50011-2011 • 515 294-1840



This square on an original document is printed in thermochromic ink. When rubbed or breathed on, it will fade, then gradually return to normal.

## Release of Information

This educational record is subject to the Family Educational Rights and Privacy Act of 1974, as amended. It is furnished for official use only and may not be released to or accessed by outside agencies or third parties without the written consent of the student concerned.

## Official Document

- An official document bears the facsimile signature of the Registrar, the printed seal and the date printed.
- The background of this document is brick red and the name of the university appears in small print.
- A brick red border surrounds this document, extending completely to all edges.
- A black and white document is not original and should not be accepted as an official institutional document.
- When a transcript is issued directly to the student, the message "Issued to Student" will be stamped on the front of the document.

## Good Standing

On transcript documents, good Standing is implied unless the message "NOT PERMITTED TO REGISTER" is printed on the last page of the transcript between the horizontal lines above the university seal.

## Course Numbers

- 1-99 Courses not carrying credit toward a degree.
- 100-299 Courses primarily for freshman and sophomore students.
- 300-499 Courses primarily for junior and senior students.
- 500-599 Courses primarily for graduate students but open to qualified undergraduate students.
- 600-699 Courses for graduate students only.

## Classification

- Freshman Less than 30 credit hours earned
- Sophomore 30 credit hours earned
- Junior 60 credit hours earned
- Senior 90 credit hours earned

## Accreditation

Iowa State University is accredited by:  
Higher Learning Commission of the North Central Association of Colleges and Schools  
30 N. LaSalle St., Suite 2400  
Chicago, IL 60602-2504

## Grading System

Grades	Quality Points	Grades	Quality Points
A	4.00	C	2.00
A-	3.67	C-	1.67
B+	3.33	D+	1.33
B	3.00	D	1.00
B-	2.67	D-	0.67
C+	2.33	F	0.00

Creative Component/Research (599/699) credits are not used in the calculation of the cumulative GPA.

Marks (not used in the calculation of the G.P.A.)

- I - Incomplete
- N - Not reported
- NP - Not Pass
- P - Pass
- S - Satisfactory
- T - Test out
- X - Drop (not used Winter 1971 through Fall 1977)

Special Symbols

- R - Grade superseded by a later grade.
- # - Course repeated. Only the most recent grade used in cumulative totals. (Effective Fall 1973)
- < - Course taken under Pass-Not Pass option. (Fall 1967-Summer 1970 "F" received under Pass-Fail option counted in grade point average.)
- \* - Grade for previous Incomplete (not included in term totals).
- H - Honors Course.

Audit courses are not evaluated.

## Calendar

Beginning Fall 1981, Iowa State University credit is expressed in semester hours. Prior to Fall 1981, credit is expressed in quarter hours.

## Enrollment Status

Enrollment status is defined for certification purposes as either full time, half time or less than half time.

**Full time status fall and spring terms:**

Undergraduates: 12 credits; Graduates: 9 credits

**Half time status for fall and spring terms:**

Undergraduates: 6 credits; Graduates: 5 credits

**Summer status:**

Summer status depends on the number of weeks enrolled. Contact the Office of the Registrar to verify summer status.

Courses taken as audit count toward full time status. With the exception of enrollment certification for veterans, credit hours are rounded up to the next whole number.

**TEST FOR AUTHENTICITY:** The face of this document has a brick red background and the name of this institution appears in small print. Applying a drop of fresh bleach to this document will cause the background ink to turn brown. Alterations to the document will result in stains and/or white areas.

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# IOWA STATE UNIVERSITY

OF SCIENCE AND TECHNOLOGY

Ames, Iowa 50011-2011

# Academic Transcript

Office of the Registrar

Student Name (Last, First, Middle)	Student Number	1st Curr/Maj/Dept	2nd Curr/Maj/Dept	Level
WOMBLE, AARON H.	13.43	POL S	INDIS	UNDERGRADUATE

Course	Title	Credit	Grade	Course	Title	Credit	Grade
--------	-------	--------	-------	--------	-------	--------	-------

**FALL 2010**

TRANSFER CREDITS ACCEPTED FROM DES MOINES AREA COMMUNITY COLLEGE YEARS OF ATTENDANCE: 2008-2010

ENGL 150  
ENGL 210A  
ENGL 210S  
ENGL 205  
SPAN 201  
SPAN 202  
STAT 101

TECHNICAL CREDITS ACCEPTED  
BPA 1000

13.43

**FALL 2010**

HIST 390  
POL S 357

13.43

**FALL 2013**

CJ ST 402  
CJ ST 403  
HIST 402  
POL S 430

13.43

**SPRING 2014**

CJ ST 320  
CJ ST 460  
POL S 421

13.43

ADMITTED AS A FRESHMAN  
ADMITTED TO DEGREE PROG IN POL S

**FALL 2010**

GEOL 100  
PHIL 201  
POL S 101  
POL S 251

13.43

**FALL 2010**

WORLD MILITARY HIST  
INTL SECURITY PLCY

13.43

**FALL 2013**

WHITE-COLLAR CRIME  
CRIMINAL OFFENDERS  
GREEK CIVILIZATION  
CONSTITUTIONAL LAW

13.43

**SPRING 2014**

AMER JUDICIAL PROC  
CRIM & JUV JUST PRAC  
CONSTITUTNL FREEDMS

13.43

**SPRING 2011**

DECLARED SECOND MAJOR OF INDIS  
03-28-2011

ASTRO 120  
ECON 101  
ENGL 250  
HIST 222  
LIB 160  
POL S 215

13.43

**SPRING 2011**

SKY & SOLAR SYSTEM  
PRIN MICROECONOMICS  
WRIT ORAL/EL COMPOS  
SURVEY U.S. HIST II  
LIB INSTRUCTION  
INTR AMERIC GOVERN

13.43

**FALL 2011**

CJ ST 240  
CJ ST 241  
HD FS 239  
PHIL 230  
POL S 235  
SOC 101

13.43

**FALL 2011**

INTR CRIMINL JUSTIC  
YOUTH & CRIME  
HOUSING&CONSUMR ISS  
MORAL THEOR&PRACTICE  
INTRO ETHICS&POLTCS  
ADV RESEARCH METHODS

13.43

**SPRING 2012**

CJ ST 320  
CJ ST 351  
ENV S 120  
POL S 241  
POL S 301  
POL S 306  
POL S 395

13.43

**SPRING 2012**

AMER JUDICIAL PROC  
POLICE AND SOCIETY  
INTR RENEW RESOURCES  
INTR CHPAR GOVT&POL  
INTRO EMPIRCL RSRCH  
PUB OPINION&VOT BHV  
ADV WRITING POLR SCT

13.43

**FALL 2012**

CJ ST 341  
HIST 221  
POL S 310  
POL S 318  
PSYCH 280  
SOC 101

13.43

**FALL 2012**

CRIMINOLOGY  
SURVEY U.S. HIST I  
STATE & LOCAL GOVT  
CAMPAIGN SELECTIONS  
SOCIAL PSYCHOLOGY

13.43

**SPRING 2013**

CJ ST 352  
CJ ST 460  
ENGL 302  
HIST 356

13.43

**SPRING 2013**

PNISH, CORECTN&SOCIE  
CRIM & JUV JUST PRAC  
BUSINESS COMMUNICAT  
U.S CIVIL WAR&RECON

13.43

RAISED SEAL NOT REQUIRED: THIS OFFICIAL UNIVERSITY TRANSCRIPT IS PRINTED ON SECURITY PAPER AND DOES NOT REQUIRE A RAISED SEAL

WOMBLE AARON H

*Laura J. Doering*  
 Laura J. Doering  
 Registrar



Iowa State University

Iowa State University

Iowa State University

# Iowa State University

Office of the Registrar • Ames, IA 50011-2011 • 515 294-1840



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EDUCATION HISTORY

28. In chronological order, list all colleges and high schools you have attended, beginning with your most recent. Note: Provide a Copy of an official transcript from all colleges and high schools attended.

A. Metropolitan State University, Law Enforcement Licencing Cert., No  
(school) (degree/major) (graduated? Yes/No) (enrolled)  
May 2014 July 2015  
(from: month/year) (to: month/year)  
9110 Brooklyn Boulevard ~~481A-1300~~  
(address) (phone)  
Brooklyn Park Hennepin MN 55445  
(city) (county) (state) (zip)

B. Iowa State University, Political Science + Criminal Justice, Yes  
(school) (degree/major) (graduated? Yes/No)  
August 2010 May 2014  
(from: month/year) (to: month/year)  
Enrollment Services Center 515-294-4111  
(address) (phone)  
Ames Story IA 50011  
(city) (county) (state) (zip)

C. Ankeny High School H.S. Diploma Yes  
(school) (degree/major) (graduated? Yes/No)  
Aug 2006 May 2010  
(from: month/year) (to: month/year)  
1302 N Ankeny Blvd 515-965-9630  
(address) (phone)  
Ankeny Polk IA 50023  
(city) (county) (state) (zip)



EDUCATION HISTORY  
(Continued)

29. List any disciplinary action (behavior or academic) taken against you by college(s) and/or high school(s) you have attended. Include name of school, date(s), situation and provide a brief explanation.

13.43



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30. List any awards or certificates you received in college or high school (include school, date(s), and award/certificate with a brief explanation):

~~None~~ None

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INTERNSHIP

31. Have you participated in an internship program with any police department?

Yes \_\_\_\_\_ No X

\_\_\_\_\_  
(department) (supervisor's name) (dates)

\_\_\_\_\_  
(address) (phone) (e-mail address)

\_\_\_\_\_  
(city) (county) (state) (zip)

32. Have you participated in an internship program NOT related to any police department?

13.43



\_\_\_\_\_  
(agency/organization) (supervisor's name) (dates)

\_\_\_\_\_  
(address) (phone) (e-mail address)

\_\_\_\_\_  
(city) (county) (state) (zip)

**EMPLOYMENT HISTORY**

44. In chronological order, list all of your employers since you were 18 years old. **Begin with your present employer** (full time, part time, seasonal, etc.), **OMIT NONE**. Give correct and complete information. Indicate the full name under which you were employed if different than your present name. (Make photocopies if additional space is needed.)

A. Bike Country 515-964-5623  
 (present employer) (phone) gordon@bikecountry.com  
Gordon Haulik 515-964-5623 ~~gordon@bikecountry.com~~  
 (immediate supervisor) (phone) (e-mail address)  
825 E First Street  
 (address)  
Ankeny Polk IA 50021  
 (city) (county) (state) (zip)  
May 2014 August 2014 Salesman/Mechanic  
 (from: month/year) (to: month/year) (position)

Duties and reason for leaving: Assemble + Repair + Sell Bicycles and Accessories to/for Customers  
 13.43

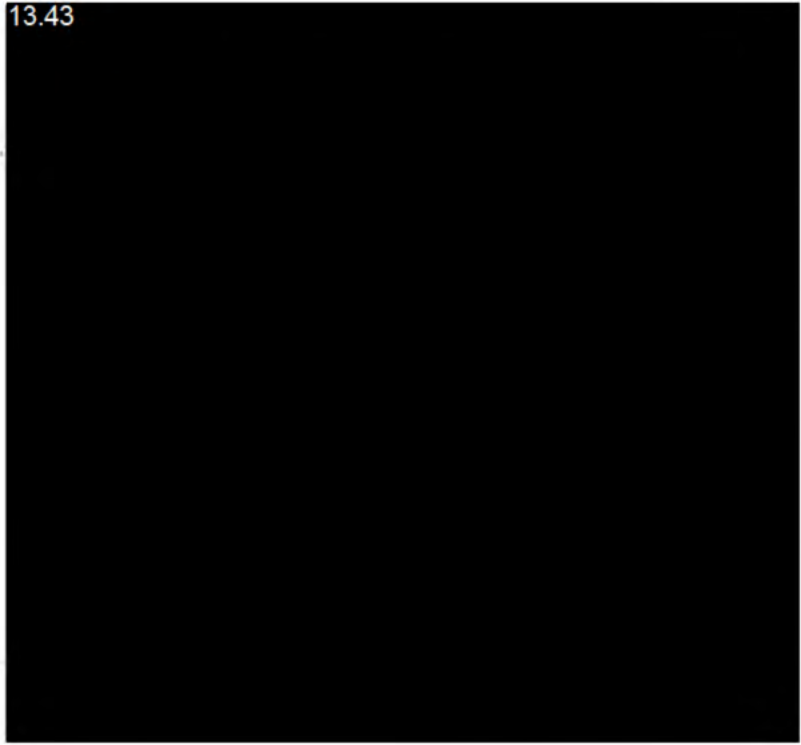
1a. PERIOD OF UNEMPLOYMENT	From:	To:
Check applicable: <input type="checkbox"/> Student <input type="checkbox"/> Between Jobs <input type="checkbox"/> Leave of Absence <input type="checkbox"/> Travel <input type="checkbox"/> Other		

B. Iowa State University DPS 515-294-4428  
 (employer) (phone)  
LT Deb Larkin 515-294-4523 dlarkin@iastate.edu  
 (immediate supervisor) (phone) (e-mail address)  
55 Armory Building  
 (address)  
Ames Story IA 50011  
 (city) (county) (state) (zip)  
November 2012 May 2014 CSO  
 (from: month/year) (to: month/year) (position)

Duties and reason for leaving: Campus Building Security / Assisting officers  
 13.43

1b. PERIOD OF UNEMPLOYMENT	From:	To:
Check applicable: <input type="checkbox"/> Student <input type="checkbox"/> Between Jobs <input type="checkbox"/> Leave of Absence <input type="checkbox"/> Travel <input type="checkbox"/> Other		

13.43



**EMPLOYMENT HISTORY**

(Continued)

C. 2012 Romney Campaign 617-909-6154  
 (employer) (phone)  
Diane Dietz 617-909-6154  
 (immediate supervisor) (phone) (e-mail address)  
2775 86<sup>th</sup> Street  
 (address)  
Urbandale Polk IA 50322  
 (city) (county) (state) (zip)  
September 2012 November 2012 Intern (unpaid)  
 (from: month/year) (to: month/year) (position)

Duties and reason for leaving:  voter outreach / Intern type duties, 13.43

PERIOD OF UNEMPLOYMENT	From:	To:
13.43 - Personnel Data		

D. Ag Reliant Genetics 515-432-1635  
 (employer) (phone)  
Mary Arnold ? ?  
 (immediate supervisor) (phone) (e-mail address)  
~~1206 E Ave~~ 2201 229<sup>th</sup> Pl  
 (address)  
~~Ogden~~ Boone IA 50036  
 (city) (county) (state) (zip)  
July 2012 August 2012 Pollinator  
 (from: month/year) (to: month/year) (position)

Duties and reason for leaving:  Corn Pollination / Agricultural work, 13.43

PERIOD OF UNEMPLOYMENT	From:	To:
13.43		



RECEIVED BY JAN 02 2018

RECEIVED  
JAN 17 2017  
BY: [Signature]

RECEIVED  
JAN 17 2017

# EMPLOYEE INFORMATION UPDATE

City of Minneapolis Human Resources Department

Please read the information about Your Rights as a Subject of Data attached or printed on the back of this form.

Employee ID or Social Security Number 007851	Employee Name AARON WOMBLE	Effective Date of Update 10/15/2017
Submitted by: Print Name and Initial		Date Submitted

### COMPLETE ONLY THE INFORMATION THAT HAS CHANGED OR IS BEING ADDED

#### New Primary Name, Address, Phone Numbers and/or Family Status Panel: Administer Workforce US/Use Personal Data

Name Type: PRIMARY	Name Part	Name
13.43		

Street Address	City	State	Zip Code
13.43			

Phone Numbers	13.43
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#### Family Status Change (Enter in Personal Data panel and also enter a row in Job Data/Work Location with a Family Status Change Action. This will alert Benefits Division staff to review possible effects on benefits needs and eligibility.)

13.43
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#### ADDITIONAL OR FORMER NAMES Panel: Administer Workforce US/Use

Names
13.43

#### EMERGENCY CONTACT - PRIMARY Panel: Administer Workforce US/Use Emergency

Contact
13.43

#### EMERGENCY CONTACT - ADDITIONAL Panel: Administer Workforce US/Use Emergency Contact

13.43
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#### DRIVERS LICENSE DATA Panel: Administer Workforce US/Use Drivers License

Data
13.43

Entered in HRIS by:	Date Entered:	Phone:
---------------------	---------------	--------

Distribution: Original: Department Personnel File Copy: Employee

\*Indicates required info

City of Minneapolis Human Resources Department  
250 South 4th Street, Room 100  
Minneapolis, MN 55415-1339

FILED BY M R OCT 2 2017

### Employee Job Change Form

*Employee ID Number:	007851	*Employee Name:	Aaron Womble
*Effective date of Action:	09/03/17	*Action/Reasons:	Pay Rate Change Step Increase <span style="float:right">▼ 7</span>
*Are these changes permanent?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If temporary, indicate expected end date: Ann Date 9/6/20xx	
*Is this a Detail?	<input type="checkbox"/> Yes <input type="checkbox"/> No		
*Is this a Concurrent Job?	<input type="checkbox"/> Yes <input type="checkbox"/> No		
*Dept Code:	POLICE DEPARTMENT - 4000000 ▼	Location Code:	Company Code: ▼

\*Job Code/Job Title: 08170C Police Officer-C ▼

Position Number (if applicable):

REGULAR/TEMPORARY/SEASONAL STATUS	HOURS STATUS
Regular ▼	<input checked="" type="checkbox"/> Full-Time <input type="checkbox"/> Part-Time (enter hours per week): <input type="checkbox"/> Intermittent (enter approximate hrs per week):

EMPLOYEE CLASS	CLASSIFIED INDICATOR
Certified ▼	Classified (City) ▼
PAY GROUP (if Detail use positive pay group for all records): ▼	STANDARD HOURS PER WEEK (use 0 for details or intermittent): 40

Salary Ann Plan	Salary Grade	Current Step	New Step	Current Base Rate	New Base Rate
CPO	01	2	3	31.116	32.672

JOB EARNINGS DISTRIBUTION (Combo Code)						
Percent	Earn Code	Fund	Department	Task	Project	Activity
	REG					
	REG					
	REG					

PROBATION					PROBATION END DATE	DATE LAST WORKED
<input type="checkbox"/> None	<input type="checkbox"/> 3 Months	<input type="checkbox"/> 6 months	<input type="checkbox"/> 12 months	<input type="checkbox"/> Other		

Union Code	New Union Code	Officer Code	FICA Status
		<input type="checkbox"/> Non-Sworn <input type="checkbox"/> Sworn	

Requires SEI (Statement of Economic Interest)  No  Yes

*Submitted By (type or print name below)	*Date - enter below
*Approved By (Signature of authorized department representative below)	*Date - enter below
*If Transfer (Signature of accepting department representative below)	*Date - enter below
*If Transfer or Voluntary Demotion (Employee Signature below)	*Date - enter below
*Entered into HRIS by (HRIS Representative Signature below)	*Date - enter below



\*Indicates required info

City of Minneapolis Human Resources Department  
250 South 4th Street, Room 100  
Minneapolis, MN 55415-1339

Filed By ML  
Date 11/8/16

### Employee Job Change Form

*Employee ID Number:	007851	*Employee Name:	Womble, Aaron Henry
*Effective date of Action:	09/04/16	*Action/Reasons:	Pay Rate Change Step Increase
*Are these changes permanent?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	If temporary, indicate expected end date: St. Ent. Date 09/06/16	
*Is this a Detail?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
*Is this a Concurrent Job?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
*Dept Code:	Police Department - 4000000	Location Code:	4000 Company Code: MPL (City and MBC)

\*Job Code/Job Title: 08170C Police Officer-C

Position Number (if applicable):

<b>REGULAR/TEMPORARY/SEASONAL STATUS</b>	<b>HOURS STATUS</b>
Regular	<input checked="" type="checkbox"/> Full-Time
	<input type="checkbox"/> Part-Time (enter hours per week):
	<input type="checkbox"/> Intermittent (enter approximate hrs per week):

<b>EMPLOYEE CLASS</b>	<b>CLASSIFIED INDICATOR</b>
Certified	Classified (City)

<b>PAY GROUP (if Detail use positive pay group for all records):</b>	<b>STANDARD HOURS PER WEEK (use 0 for details or intermittent):</b>
PDP Police Dept Positive Employee	40

Salary Adm Plan	Salary Grade	Current Step	New Step	Current Base Rate	New Base Rate
CPO		1	2	26.97	28.318

JOB EARNINGS DISTRIBUTION (Combo Code)						
Percent	Earn Code	Fund	Department	Task	Project	Activity
	REG					
	REG					
	REG					

Hired as Police Officer 09/06/2015

<b>PROBATION</b>				<b>PROBATION END DATE</b>	<b>DATE LAST WORKED</b>
<input type="checkbox"/> None	<input type="checkbox"/> 3 Months	<input type="checkbox"/> 6 mon...	<input type="checkbox"/> 12 months	<input type="checkbox"/> Other	

<b>Union Code</b>	<b>New Union Code</b>	<b>Officer Code</b>	<b>FICA Status</b>
		<input type="checkbox"/> Non-Sworn <input checked="" type="checkbox"/> Sworn	13.43 <input type="checkbox"/> Subject

<b>Requires SEI (Statement of Economic Interest)</b>	<input type="checkbox"/> No <input type="checkbox"/> Yes
--	--

*Submitted By (type or print name below)	*Date - enter below
*Approved By (Signature of authorized department representative below)	*Date - enter below
	9/16/16
*If Transfer (Signature of accepting department representative below)	*Date - enter below
*If Transfer or Voluntary Demotion (Employee Signature below)	*Date - enter below
*Entered into HRIS by (HRIS Representative Signature below)	*Date - enter below
	9/16/2016

\*Indicates required info

City of Minneapolis Human Resources Department  
250 South 4th Street, Room 100  
Minneapolis, MN 55415-1339

Filed By *cm*  
Date *10-16-15*

### Employee Job Change Form

*Employee ID Number:	007851	*Employee Name:	Aaron Womble
*Effective date of Action:	09/06/15	*Action/Reasons:	Promotion Promotional Assignment
*Are these changes permanent?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	If temporary, indicate expected end date:	
*Is this a Detail?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
*Is this a Concurrent Job?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
*Dept Code:	POLICE DEPARTMENT - 4000000	Location Code:	C4000
		Company Code:	MPL (City and MBC)

*Job Code/Job Title:	08170C Police Officer-C
Position Number (if applicable):	00001177

REGULAR/TEMPORAY/SEASONAL STATUS	HOURS STATUS
Regular	<input checked="" type="checkbox"/> Full-Time
	<input type="checkbox"/> Part-Time (enter hours per week):
	<input type="checkbox"/> Intermittent (enter approximate hrs per week):

EMPLOYEE CLASS	CLASSIFIED INDICATOR
Certified	Classified (City)
PAY GROUP (if Detail use postive pay group for all records):	STANDARD HOURS PER WEEK (use 0 for details or intermittent):
PDE Police Dept Exception Employee	40

Salary Adm Plan	Salary Grade	Current Step	New Step	Current Base Rate	New Base Rate
CPO	01	1	1	19.628	26.97

JOB EARNINGS DISTRIBUTION (Combo Code)						
Percent	Earn Code	Fund	Department	Task	Project	Activity
100	REG	00100	4004320			
	REG					
	REG					

PROBATION				PROBATION END DATE	DATE LAST WORKED
<input type="checkbox"/> None	<input type="checkbox"/> 3 Months	<input type="checkbox"/> 6 months	<input type="checkbox"/> 12 months	<input checked="" type="checkbox"/> Other	

Union Code	New Union Code	Officer Code	FICA Status
CAF	CPO	<input type="checkbox"/> Non-Sworn <input checked="" type="checkbox"/> Sworn	13.43 <input checked="" type="checkbox"/> Subject

Requires SEI (Statement of Economic Interest)  No  Yes

*Submitted By (type or print name below)	*Date - enter below
Heather Rende	09/10/15
*Approved By (Signature of authorized department representative below)	*Date - enter below
<i>Heather Rende</i>	9/10/15
*If Transfer (Signature of accepting department representative below)	*Date - enter below
*If Transfer or Voluntary Demotion (Employee Signature below)	*Date - enter below
*Entered into HRIS by (HRIS Representative Signature below)	*Date - enter below
<i>Wendy Brown</i>	9/24/2015



Minnesota Board  
of Peace Officer  
Standards and Training

1600 University Avenue, Suite 200  
St. Paul, MN 55104-3825  
(651) 643-3060 • Fax (651) 643-3072  
www.post.state.mn.us

September 02, 2015

AARON HENRY WOMBLE

13.43

Dear AARON WOMBLE:

Congratulations! On August 28, 2015, you passed the Peace Officer Licensing Examination and have now completed the POST Board's examination requirements. You are now eligible for a peace officer license. This eligibility is valid for three years. If you are not licensed within that period, you can reestablish your eligibility through re-testing.

PLEASE DO NOT DISCARD THIS LETTER. It will serve as verification that you are eligible to be licensed as a peace officer. Make photocopies of this document and retain the original, as you will need copies of this letter when applying for peace officer positions.

Good luck in your future law enforcement career.

Sincerely,

A handwritten signature in cursive script, appearing to read "Carol Hall".

Carol Hall  
Office and Administrative Specialist

\*Indicates required info

City of Minneapolis Human Resources Department  
250 South 4th Street, Room 100  
Minneapolis, MN 55415-1339

Filed By cm  
Date 6-12-15

### Employee Job Change Form

*Employee ID Number:	007851	*Employee Name:	Aaron Womble
*Effective date of Action:	<del>3/27/15</del> 03/23/15	*Action/Reasons:	Transfer <del>Different Job Code</del> Promotion
*Are these changes permanent?	3/23/15 <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	If temporary, indicate expected end date: FROM CSO TO POLICE Cadet	
*Is this a Detail?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
*Is this a Concurrent Job?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
*Dept Code:	POLICE DEPARTMENT - 4000000	Location Code:	C4000
		Company Code:	MPL (City and MBC)

*Job Code/Job Title:	08080C Police Cadet-C <i>Grade 5</i>
Position Number (if applicable):	00007435

<b>REGULAR/TEMPORARY/SEASONAL STATUS</b>	<b>HOURS STATUS</b>
Regular	<input checked="" type="checkbox"/> Full-Time
	<input type="checkbox"/> Part-Time (enter hours per week):
	<input type="checkbox"/> Intermittent (enter approximate hrs per week):

<b>EMPLOYEE CLASS</b>	<b>CLASSIFIED INDICATOR</b>
Certified	Classified (City)
<b>PAY GROUP (if Detail use positive pay group for all records):</b>	<b>STANDARD HOURS PER WEEK (use 0 for details or intermittent):</b>
PDP Police Dept Positive Employee	40

Salary Adm Plan	Salary Grade	Current Step	New Step	Current Base Rate	New Base Rate
CAF	030 to 121	1	1	15.955	19.628

JOB EARNINGS DISTRIBUTION (Combo Code)						
Percent	Earn Code	Fund	Department	Task	Project	Activity
100	REG	00100	4004320			
	REG					
	REG					

<b>PROBATION</b>				<b>PROBATION END DATE</b>	<b>DATE LAST WORKED</b>
<input type="checkbox"/> None	<input type="checkbox"/> 3 Months	<input type="checkbox"/> 6 months	<input type="checkbox"/> 12 months	<input checked="" type="checkbox"/> Other	

Union Code	New Union Code	Officer Code	FICA Status
CAF	CAF	<input checked="" type="checkbox"/> Non-Sworn <input type="checkbox"/> Sworn	13.43
			<input checked="" type="checkbox"/> Subject

Requires SEI (Statement of Economic Interest)  No  Yes

*Submitted By (type or print name below)	*Date - enter below
Heather Rende	03/24/15
*Approved By (Signature of authorized department representative below)	*Date - enter below
*If Transfer (Signature of accepting department representative below)	*Date - enter below
*If Transfer or Voluntary Demotion (Employee Signature below)	*Date - enter below
*Entered into HRIS by (HRIS Representative Signature below)	*Date - enter below
<i>USA Brown</i>	3/27/2015

*CAF Grade 4*

MINNEAPOLIS POLICE CADET LOAN AGREEMENT

Filed By cm  
Date 6-12-15

THIS AGREEMENT, entered into this 23 day of March, 2015, by and between the City of Minneapolis (hereinafter called the "City") and Aaron Womble (hereinafter called Police Cadet).

WHEREAS, the City is in need of Police Officer Standards and Training (POST) Board certified people to become police officers in the City of Minneapolis Police Department;

WHEREAS, the City is willing to assist people to become POST Board certified and to become Minneapolis police officers in the Minneapolis Police Department by loaning the money and providing education and training to interested and qualified candidates;

WHEREAS, the City is willing to provide tuition to candidates for POLICE CADET for up to \$2396.00 of the costs of the education and training if the candidates, after being hired as Minneapolis POLICE CADET remain with the City for the duration of the POLICE CADET program and work as police officers for an additional three years after becoming a Police Officer; and

WHEREAS, if candidate for police officer fails to complete three full working years of service with the City after being successfully educated and trained to become a police officer by the City, the candidate shall be required to reimburse the City for some or all of his or her tuition as provided herein.

NOW, THEREFORE, the City and the undersigned do mutually agree as follows:

1. The fair and reasonable cost and market value of the tuition portion of the POST training education and training program is \$2396.00.
2. The City agrees to lend up to \$2396.00 to the Police Cadet to cover the costs of tuition. The POLICE CADET agrees to borrow up to \$2396.00 from the City to pay for the costs of tuition.
3. For every month of full-time service as a Minneapolis police officer that the employee works, the \$2396.00 loan shall be reduced by \$66.56. At the end of the three full years of service working as a Minneapolis police officer, the entire \$2396.00 loan (or actual loan amount) shall be considered satisfied and paid in full. However, if the POLICE CADET voluntarily separates from the Minneapolis Police Department prior to working three full years as a police officer, the POLICE CADET shall immediately pay to the City the entire balance owing on the loan.
4. Any POLICE CADET or police officer who is released from probation, involuntarily terminated or resigns in lieu of termination from the program or from employment may by the Minneapolis Police Department be excused from repayment of any outstanding loan balance.
5. POLICE CADET understands that there are no permanent or long term POLICE CADET positions. POLICE CADET agrees that as soon as s/he completes the POLICE CADET program, s/he will advance to the position of police officer for City or employment will be terminated.

Aaron Womble  
Printed Name

POLICE CADET  
Aaron Womble  
Signature

J. Walker  
Pre-Service Training Lieutenant

CITY OF MINNEAPOLIS  
Shea Bault  
Academy Sergeant

Date: 3/23, 2015

**MINNEAPOLIS POLICE CADET EDUCATION AGREEMENT**

Filed By CM  
6-12-15

This document outlines the educational and licensing requirements for Minneapolis Police Cadets. By signing below, the Police Cadet agrees to the terms of this document and understands that failure to meet the educational and licensing requirements may result in probationary release or disciplinary action up to and including suspension or discharge from employment.

**Educational Requirements**

I. The Police Cadet must enroll in an accredited law enforcement program selected by the Minneapolis Police Department (MPD) Academy staff. The Police Cadet will be expected to meet all standards of the program and obtain a law enforcement certificate.

II. The Police Cadet must complete all coursework with a minimum grade of C (or a pass on a pass/fail scale) and with a minimum GPA of 2.00 (on a 4.0-point scale) in the overall program. Course re-takes will not be allowed.

III. The Police Cadet must provide proof of grades to the MPD Academy staff upon request, at the completion of each course, and/or at the end of each law enforcement program session.

IV. The Police Cadet must comply with grade audits and academic reviews that may be conducted at any time by the MPD Academy staff or designees. The Police Cadet agrees to sign any authorizations necessary for the MPD to access relevant educational records.

**Educational Expenses**

The City of Minneapolis will lend the Police Cadet up to \$2396.00 to cover the costs of tuition and textbooks that are required by the law enforcement program and as outlined in the Police Cadet Loan Agreement. Any remaining costs will be the responsibility of the Police Cadet.

**Licensing Requirements**

I. The Police Cadet must pass the Minnesota P.O.S.T. (Peace Officers Standards and Training) Board licensing exam after successful completion of the law enforcement program and before the final end date of the MPD Academy. (MPD Academy staff will communicate the P.O.S.T Board licensing exam dates in advance to the Police Cadet.)

II. The Police Cadet must provide proof of passing the licensing exam and obtaining a Minnesota P.O.S.T. license before the final end date of the MPD Academy.

**Acknowledgment**

I have read, understand, and agree to comply with the educational and licensing requirements of the Minneapolis Police Cadet Education Agreement. Receipt of the \$2396.00 loan is conditioned upon the above terms and those set forth in the Minneapolis Police Cadet Loan Agreement.

Aaron Womble  
Police Cadet (printed name)

3-23-2015  
Date

[Signature]  
Police Cadet (signature)

[Signature]  
Minneapolis Police Department Representative

3/23/15  
Date

Cc: MPD Academy Staff  
Personnel File

City of Minneapolis  
APPLICANT PROFILE

OK | 7-10-14  
OK

**JOB TITLE:** Police Cadet-C  
**APPLICANT:** Aaron Womble

**JOB OPENING ID:** 21487  
**RECRUITER:** Heather Rende

**JOB OPENING DATA**

Job Opening ID: 21487  
Job Opening Status: 010 Open  
Position Number: 00007435      Police Cadet-C  
Job Code: 08080C      Police Cadet-C  
Department: 4000000      POLICE DEPARTMENT  
Location: C4000      Police  
Hiring Manager:

Filed By CM  
Date 6-12-15

**APPLICANT DATA**

Applicant ID: 123497  
Applicant JO Status: External Applicant  
Check Further Status: No  
Preferred Contact: EMail

Address: 13.43  
Phone Number (s):  
Email Address (es):  
Nepotism Declaration:

**RECRUITMENT DATA**

Disposition Status: 13.43  
Referral Source:  
Referral SubSource:  
Referral Details:  
Total Screening Points:  
Application Date:

**APPLICATION DATA**

Previous City Employment: No  
Can Contact Current Employer:  
**Employer:** Bike Country  
Job Title: Sales/Mechanic  
Address: 825 E First Street  
Ankeny, IA 50021 USA  
Phone: 5159645623  
Start Date: 05/28/2014      End Date:      Years of Experience: 0.1

Reason for Leaving: 13.43

**Job Duties:**  
Resumed working at Bike Country for the summer of 2014. Job duties consistent with 2006-2011 employment.

City of Minneapolis  
APPLICANT PROFILE

JOB TITLE: Police Cadet-C  
APPLICANT: Aaron Womble

JOB OPENING ID:21487  
RECRUITER: Heather Rende

Employer: Iowa State DPS  
Job Title: Community Service Officer  
Address: 55 Armory Building  
Ames, IA 50011 USA  
Phone: 5152944428  
Start Date:11/07/2012 End Date:05/22/2014 Years of Experience: 1.5  
Reason for Leaving: **13.43**  
Comments:

## 13.43 - Personnel Data

Job Duties:

Primarily responsible for building security on campus. Locked and unlocked campus buildings. Promoted a safe atmosphere on campus through foot and vehicle patrol identifying potential criminal activity to officers. Provided vehicle unlock, jump starts, and safety escort services to students and faculty. Assisted officers with arrests. Hours on duty extended from 1730-0630. Shift supervisor for three other CSO's during the 2013-14 school year.

Employer: 2012 Romney Pres. Campaign  
Job Title: Intern  
Address: Des Moines, IA USA  
Phone: 6179096154  
Start Date:09/22/2012 End Date:11/06/2012 Years of Experience: 0.1

Reason for Leaving: **13.43**  
Comments:

### 13.43 - Personnel Data

Job Duties:

Personal intern for Agricultural Coalition Coordinator, Diane Dietz. Worked out of the Iowa Romney Headquarters Office in Des Moines. Primarily involved in voter outreach which included door to door knocking and speaking with interested voters. Also participated in phone banks, organization of political speaking events, working political speaking events, and some data entry. Internship was an unpaid position.

Employer: AgReliant Genetics  
Job Title: Pollinator  
Address: 1206 E Ave  
Ogden, IA 50212 USA  
Phone: 5152754165  
Start Date:07/02/2012 End Date:08/10/2012 Years of Experience: 0.1

Report ID: MHRS003

Page No. 3283  
Run Date:07/07/2014  
Run Time:14:28:20



City of Minneapolis  
APPLICANT PROFILE

JOB TITLE: Police Cadet-C  
APPLICANT: Aaron Womble

JOB OPENING ID:21487  
RECRUITER: Heather Rende

Reason for Leaving:  
Comments:

13.43

13.43 - Personnel Data

Job Duties:

General agricultural field work and pollinated corn plants. Worked long hours in a late summertime outdoor field setting. Average work week was 60-70 hours.

Employer: Bike Country  
Job Title: Sales/Mechanic  
Address: 825 E First Street  
Ankeny, IA 50021 USA  
Phone: 5159645623  
Start Date:05/20/2006 End Date:08/01/2011 Years of Experience: 5.2

Reason for Leaving:  
Comments:

13.43

13.43 - Personnel Data

Job Duties:

Aided customers with questions and sold bicycles and accessories to customers in a small business retail setting. Repaired and assembled bicycles in the shop. Labored as an on route mechanic in a high stress, fast paced working environment on RAGBRAI for six consecutive years.

Education

Highest Education Level: G-Bachelor's Level Degree

Degree: Bachelor of Arts  
Graduated: Yes  
Graduation Date: 05/10/2014  
Major: Political Science  
School: Iowa State University  
Average Grade: 13.43

Degree: Bachelor of Arts  
Graduated: Yes  
Graduation Date: 05/10/2014  
Major: Criminal Justice  
School: Iowa State University  
Average Grade: 13.43

Degree: Other  
Graduated: Yes

Report ID: MHRS003

Page No. 3284  
Run Date:07/07/2014  
Run Time:14:28:20

City of Minneapolis  
APPLICANT PROFILE

JOB TITLE: Police Cadet-C  
APPLICANT: Aaron Womble

JOB OPENING ID:21487  
RECRUITER: Heather Rende

Graduation Date: 08/15/2015  
Major: Law Enforcement  
School: Metropolitan State University  
Average Grade:

Training

The applicant did not provide training course information.

Licenses/Certificates

License/Cert: 13.43  
License #: [REDACTED]  
Issued By: Iowa State Police  
Issued In State:  
Date Issued: 05/31/2013  
Expiration Date:  
License Verified: No

Languages

	<u>Speaking</u>	<u>Reading</u>	<u>Writing</u>
English	High	High	High

Online Questionnaire

Question: 1. The Cadet program requires individuals to obtain their MN POST (Board Certification). Upon successful completion of the program, Cadets are expected to promote to Police Officer and make a two-year commitment with MPD as an Officer. Do you understand?

[REDACTED]

[REDACTED]

Question: 2. During your time in the Police Cadet program, you will be put through a rigorous physical fitness program and be expected to reach and maintain certain fitness goals in order to become a Police Officer. Do you understand?

[REDACTED]

[REDACTED]

Question: 3. Will you be at least 18 years of age by January 1, 2015?

[REDACTED]

[REDACTED]

Question: 4. Are you a citizen of the United States? (MN POST Rqmt.)

[REDACTED]

[REDACTED]

Question: 5. Do you possess a valid drivers license from Minnesota or another state? (MN POST Rqmt.)

Answer -

[REDACTED]

City of Minneapolis  
APPLICANT PROFILE

JOB TITLE: Police Cadet-C  
APPLICANT: Aaron Womble

JOB OPENING ID:21487  
RECRUITER: Heather Rende

Yes

Question: 6. Have you applied with MPD in the past 3 years and been disqualified during the Background process for intentional falsification or misrepresentation of information or material used for selection or employment purposes. (Civil Service 7.04)

Answer - 13.43  
13.43

Question: 7. Have you ever been convicted of: a) A felony in this state or in any other state or federal jurisdiction, or b) An offense in any other state or federal jurisdiction which would have been a felony if committed in Minnesota? (MN POST Rqmt.)

13.43 - Personnel Data

Question: 8. Have you ever been convicted of: a) Assault in the 5th degree, and or b) Domestic assault? (MN POST Rqmt.)

13.43 - Personnel Data

Question: 9. Have you ever been convicted of any of these offenses: a) Mistreatment of residents patients, b) Abuse, neglect, financial exploitation of, failure to report maltreatment of, or disorderly conduct in regards to a vulnerable adult? (MN POST Rqmt.)

13.43 - Personnel Data

Question: 10. ave you ever been convicted of prostitution related prohibited

13.43 - Personnel Data

Question: 11. Have you ever been convicted of any of these offenses: a) Presenting false claims, b) Medical assistance fraud, or c) Theft?

13.43 - Personnel Data

Question: 12. Have you ever been convicted of any state or federal narcotics or controlled substance law? (MN POST Rqmt.)

13.43 - Personnel Data

Question: 13. Have you ever been convicted of any of the crimes listed in another state or federal jurisdiction, or under a local ordinance that would be a conviction if committed in Minnesota? (MN POST Rqmt.)

13.43 - Personnel Data

Report ID: MHR5003

Page No: 3200  
Run Date:07/07/2014  
Run Time:14:28:20

City of Minneapolis  
APPLICANT PROFILE

JOB TITLE: Police Cadet-C  
APPLICANT: Aaron Womble

JOB OPENING ID:21487  
RECRUITER: Heather Rende

Answer - 13.43  
13.43 [REDACTED]

Question: 14. Within the last 2 years, have you ever been dismissed from employment or resigned in lieu of discharge from public office for cause?

Answer - 13.43  
13.43 [REDACTED]

Question: 15. Have you had any sworn experience where you worked as a licensed peace officer?

Answer - 13.43  
13.43 [REDACTED]

Question: 16. There are currently 7 foreign languages that are prevalent in Minneapolis. Are you fluent in any of these?

Answer - [REDACTED]

Resume Text:

The applicant did not provide resume information.

References

Name:  
Ref Type:  
Title:  
Employer:

Name:  
Ref Type:  
Title:  
Employer:

Name:  
Ref Type:  
Title:  
Employer:

Name:  
Ref Type:  
Title:  
Employer:

Name:  
Ref Type:  
Title:  
Employer:

13.43 [REDACTED]

City of Minneapolis  
APPLICANT PROFILE

**JOB TITLE:** Police Cadet-C

**JOB OPENING ID:**21487

**APPLICANT:** Aaron Womble

**RECRUITER:** Heather Rende

---

13.43

Name:  
Ref Type:  
Title:  
Employer:



# Notice of New Health Insurance Marketplace Coverage Options and Your Health Coverage

Filed By cm  
Date 2-11-15

Effective Date: January 1, 2015

## PART A: General Information

Key parts of the health care law took effect in 2014 which resulted in a new way to buy health insurance: the Health Insurance Marketplace. To assist you as you evaluate options for you and your family, this notice provides some basic information about the new Marketplace and employment-based health coverage offered by the City of Minneapolis.

### What is the Health Insurance Marketplace?

The Marketplace is designed to help you find health insurance that meets your needs and fits your budget. The Marketplace offers "one-stop shopping" to find and compare private health insurance options. You may also be eligible for a new kind of tax credit that lowers your monthly premium right away. Open enrollment for health coverage through the Marketplace begins in October each year for coverage starting January 1st of the following year.

### Can I Save Money on my Health Insurance Premiums in the Marketplace?

You may qualify to save money and lower your monthly premium, but only if your employer does not offer coverage, or offers coverage that doesn't meet certain standards. Your eligibility for premium savings depends on your household income.

### Does Employer Health Coverage Affect Eligibility for Premium Savings through the Marketplace?

Yes. If you have an offer of health coverage from your employer that meets certain standards, you will not be eligible for a tax credit through the Marketplace and may wish to enroll in your employer's health plan. However, you may be eligible for a tax credit that lowers your monthly premium, or a reduction in certain cost-sharing, if your employer does not offer health coverage to you at all or does not offer coverage that meets certain standards. If the cost of a plan from your employer that would cover you (and not any other members of your family) is more than 9.5% of your household income for the year, or if the health coverage your employer provides does not meet the "minimum value" standard set by the Affordable Care Act, you may be eligible for a tax credit.\*

**Note:** If you purchase a health plan through the Marketplace instead of accepting health coverage offered by your employer, then you will lose your employer's contribution (if any) to the employer's health coverage. Also, this employer contribution—as well as your employee contribution to employer-offered coverage—is often excluded from income for Federal and State income tax purposes. Your payments for coverage through the Marketplace are made on an after-tax basis.

### How Can I Get More Information?

For more information about the City's health coverage, please check your summary plan description or contact City of Minneapolis, Human Resources/Benefits, 250 South 4<sup>th</sup> Street, Room 100, Minneapolis, MN 55415-1339, calling 612-673-3333 or emailing [Benefits@minneapolismn.gov](mailto:Benefits@minneapolismn.gov).

The Marketplace can help you evaluate your health coverage options, including your eligibility for health coverage through the Marketplace and its cost. For more information, including an online application for health coverage, please call 1-855-366-7873 or visit <http://www.mnsure.com/> if you are a Minnesota resident or, <https://www.healthcare.gov/> if you live in any other state for a Health Insurance Marketplace in your area.

Aaron Womble

\* An employer-sponsored health plan meets the "minimum value standard" if the plan's share of the total allowed benefit costs covered by the plan is no less than 60 percent of such costs. **(NOTE:** The City's health plan is offered to employees working 30 or more hours a week and is designed to meet the Affordable Care Act's "minimum value" standard. The City's lowest cost non-wellness program plan for an individual has a monthly premium rate is \$66.00)

## PART B: Information About Health Coverage Offered by the City of Minneapolis

This section contains information about any health coverage offered by the City of Minneapolis. If you decide to complete an application for coverage in the Marketplace, you will be asked to provide this information. This information is numbered to correspond to the Marketplace application.

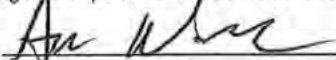
3. Employer Name: City of Minneapolis	4. Employer Identification Number (EIN) 41-6005375	
5. Employer Address 350 South 5 <sup>th</sup> Street	6. Employer Phone Number 612-673-3333	
7. City Minneapolis	8. State MN	9. ZIP Code 55415
10. Who can we contact about employee health coverage at this job? Human Resources Benefits Consultant		
11. Phone Number (if different from above) 612-673-3333	12. Email Address Benefits@minneapolismn.gov	

Here is some basic information about health coverage offered by the City of Minneapolis:

- As your employer, the City offers a health plan to certain employees. Eligible employees are employees who, at the time of hire, are regularly scheduled to work at least 30 hours per week or who average at least 30 hours of service per week during a 52 week measurement period.
- For 2015, the City's lowest cost plan for an individual (non-wellness rate) has a monthly premium of \$66.00.
- With respect to dependents, the City offers coverage. Eligible dependents include the eligible employee's spouse, the eligible employee's child, and any other person who qualifies as a dependent of the employee for the purposes of Sections 105 and 106 of the Internal Revenue Code of 1986, as amended from time to time, as clarified in Revenue Procedure 2008-48.
- The City's coverage is designed to meet the minimum value standard, and the cost of this coverage to you is intended to be affordable, based on employee wages.
- Even though the City intends your coverage to be affordable, you may still be eligible for a premium discount through the Marketplace. The Marketplace will use your household income, along with other factors, to determine whether you may be eligible for a premium discount. If, for example, your wages vary from week to week (perhaps you are an hourly employee), if you are newly employed mid-year, or if you have other income losses, you may still qualify for a premium discount.
- If you purchase a health plan through the Marketplace instead of accepting health coverage offered by the City, then you will lose the City's contribution to the City's health coverage. Also, this City contribution—as well as your employee contribution to the City's health coverage—is excluded from income for Federal and State income tax purposes. Your payments for health coverage through the Marketplace are made on an after-tax basis.

The Marketplace can help you evaluate your health coverage options, including your eligibility for health coverage through the Marketplace and its cost. For more information, including an online application for health coverage, please call 1-855-366-7873 or visit <http://www.mnsure.com/> if you are a Minnesota resident or, <https://www.healthcare.gov/> if you live in any other state for a Health Insurance Marketplace in your area.

I acknowledge receipt of this health insurance Marketplace notice.

Signature: 

Date: 1/16/15

Return the original, signed form to your supervisor and keep a copy for your records.

City of Minneapolis Human Resources Department  
 250 South 4th Street, Room 100  
 Minneapolis, MN 55415-1339

Filed By CM  
 Date 2-4-15

**HIRE FORM**

HIRE DATE (Start Date) 1-5-2015 Please read the Notice of Your Rights as a Subject of Data, which is either attached to or printed on the back of this form.

**PERSONAL INFORMATION** PATH: Workforce Administration/Personal Information/Biographical/Add a Person

First Name <u>Aaron</u>	Middle Name <u>Henry</u>	Last Name <u>Womble</u>
Date of Birth <u>13.43</u>	Gender	Marital Status
Apartment Number	Street Address <u>13.43</u>	
City <u>13.43</u>	State	Zip Code
Phone(s) (Include Area Code)		
Race/Ethnic Group <u>13.43</u>	Veteran	LA Verification

**JOB INFORMATION** PATH: Organizational Relationships Tab/Add Job Data

Employee ID <u>007851</u>	Is this a Permanent Hire? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	If temporary, indicate expected Job end date:	Position Number: <u>00003490</u>
Department Code <u>4000000</u>	Location Code <u>C4000</u>	Establishment ID MPL	Job Code <u>02350C</u>
Supervisor ID (if not using a position):		Regular/Temporary/Seasonal Status <input checked="" type="checkbox"/> Regular (Permanent) <input type="checkbox"/> Temporary <input type="checkbox"/> Seasonal	
Hours Status <input type="checkbox"/> Full Time <input checked="" type="checkbox"/> Part Time <input type="checkbox"/> Intermittent	Office Code <input checked="" type="checkbox"/> Non-Sworn <input type="checkbox"/> Sworn (Fire & Police only)		
Employment Class <input checked="" type="checkbox"/> Certified (Civil Service) <input type="checkbox"/> Uncertified Other <input type="checkbox"/> Outside Trades	<input type="checkbox"/> Appointed <input type="checkbox"/> Charter Department Head <input type="checkbox"/> Elected <input type="checkbox"/> Ancillary		Requires SEI (Statement of Economic Interest) <input type="checkbox"/> No <input type="checkbox"/> Yes
Standard Hours/Week <u>20</u>	FICA Status <u>13.43</u>	Union Code <u>CAF</u>	Classified Indicator <input type="checkbox"/> Casual (Outside Trades) <input type="checkbox"/> Grant Employee <input type="checkbox"/> Permit <input type="checkbox"/> Political Appointment <input checked="" type="checkbox"/> Classified (City and Park) <input type="checkbox"/> Legislative Appointment <input type="checkbox"/> Temporary (Non-Permit) <input type="checkbox"/> Unclassified
Pay Group <u>PDP</u>	Salary Plan <u>CAF</u>	Salary Grade <u>030</u>	Salary Step <u>1</u>
Compensation Rate <u>\$ 15.642</u>			

**JOB EARNINGS DISTRIBUTION**

Percent	Earn Code	Fund (5)	Department (7)	Task (8)	Project (15 or Less)	Combo Code (35 or Less)	Activity (15 or Less)
<u>100</u>	<u>REG</u>	<u>00100</u>	<u>4004320</u>				
	<u>REG</u>						
	<u>REG</u>						

Length of Probation (Remember to check the Labor Agreement or Civil Service Rules)

<input type="checkbox"/> None	<input checked="" type="checkbox"/> 3 Month	<input type="checkbox"/> 6 Month	<input type="checkbox"/> 12 Month	<input type="checkbox"/> Other
Tax Withholding (From W-4)	Fed Status <u>13.43</u>	Fed Withholding	State Status	State Withholding Allowances

Approved by: <u>Heather M. Roads</u>	Date <u>1-5-15</u>	Entered in HRIS By <u>USA Braz</u>	Date <u>1/6/2015</u>
---	-----------------------	---------------------------------------	-------------------------



## Hire Form - Part 2 (Supplemental Information)

Employee ID or Social Security Number <b>007851</b>	Employee Name <b>Aaron Henry Womble</b>	Hire Date (Start Date) <b>11/5/2018</b>
<b>MAILING ADDRESS (if different from home address (Optional))</b> Panel: Workforce Administration/Personal Information/Modify a Person /Contact Information		
13.43		
<b>ADDITIONAL OR FORMER NAME (Optional)</b> Panel: Workforce Administration/Personal Information/Biographical/Additional Names		
13.43		
<b>EMERGENCY CONTACT - PRIMARY</b> Panel: Workforce Administration/Personal Information/Personal Relationships/Emergency Contact		
13.43		
<b>EMERGENCY CONTACT - ADDITIONAL (Optional)</b> Panel: Workforce Administration/Personal Information/Personal Relationships/Emergency Contact		
13.43		
<b>DRIVER'S LICENSE INFORMATION</b> Panel: Workforce Administration/Personal Information/Biographical/Driver's License Data		
13.43		
<b>ENTERED IN HRIS BY</b>	<b>DATE ENTERED:</b>	<b>PHONE:</b>

Distribution: Original: Department Personnel File      Copy: Employee

Filed By	CM
Date	2-4-15

## Nepotism Acknowledgement Form

You are required to complete and return this form to Human Resources.

By my signature, I acknowledge receipt of the nepotism provision of the City's Ethics Code, Chapter 15, *Ethics in Government*. I further acknowledge that I can access and review the Ethics Code in its entirety via CityTalk at <http://citytalk/policies/policies-council-code-of-ethics.pdf>.

Print Name: Aaron Wansor

Job Title: CSO

Department/Division: Police

Signature: Aaron Wansor

Date: 01/05/2015

Completed Acknowledgement forms should be sent to:  
The Department of Human Resources, PSC Room 100

# **Nepotism Policy**

## **I. Purpose**

The Nepotism policy is intended to mirror Section 15.160 of the Minneapolis Code of Ordinances, Ethics in Government which include a prohibition against nepotism in the workplace.

## **II. Policy**

No local official or employee shall be the immediate supervisor, or that supervisor's immediate supervisor, of a related person. The Human Resources Department will work with the affected related persons to resolve violations of this provision that exist because of existing supervisory relationships.

A local official or employee of the city shall not influence or attempt to influence the hiring, transfer, suspension, promotion, discharge, reward, discipline, or the adjustment of grievances of a related person.

A local official or employee of the city shall not influence, or attempt to influence the awarding of a city contract to a related person. No local official or employee shall be responsible for managing a city contract with a related person.

## **III. Definitions**

A. Related person shall mean a person in a marital relationship, a domestic partner relationship or other committed relationship with a local official or employee, or in a significant familial relationship with a local official or employee.

B. Significant familial relationship means:

1. By blood or adoption: parent, child, grandparent, grandchild brother, sister, half-brother, half-sister, uncle, aunt, nephew, niece, first cousin.

2. By marriage: husband, wife, stepparent, stepchild, stepbrother, stepsister, brother-in-law, sister-in-law, father-in-law, mother-in-law, son-in-law, daughter-in-law, uncle, aunt, nephew, niece. Divorce terminates a significant familial relationship by marriage.

Last updated Oct. 23, 2012

Filed By cm  
Date 2-4-15

**ACKNOWLEDGMENT  
OF  
Special Order S13-046**

47 (circled)

**Regarding Non-Public Data**

By signing this Acknowledgment\* I certify that I have read Special Order S13-046 and reviewed the specific Policy and Procedures listed in the Order. I further acknowledge that I am required to protect data in accordance with state and federal law and MPD policy and that the failure to do so may subject me to criminal charges as well as discipline, up to and including discharge.

This Acknowledgment supplements my receipt of the electronic version of the MPD Policy and Procedure Manual.

EMPLOYEE NAME: Aaron Womble  
(please print)

EMPLOYEE SIGNATURE [Signature] Date: 01/05/2015

BADGE/IDENTIFICATION NUMBER: 7851

SUPERVISOR'S NAME AND SIGNATURE: \_\_\_\_\_ Date: \_\_\_\_\_

Employees must sign in front of their supervisors. Supervisors must collect the signed forms and deliver them to their respective Inspector, Commander or Director.

\* Returning a signed acknowledgment form to your supervisor is mandatory.

# Electronic Communication Policy

## Employee Acknowledgement

Filed By	cm
Date	2-4-15

I have received an electronic or paper copy of,  
or reviewed the CityTalk version of

the revised City's Electronic Communication Policy

approved by the Council on September 2, 2005

and effective September 10, 2005.


I understand that I am accountable for knowing and abiding by the Electronic Communication Policy and that I will be held accountable for abiding by this policy and its procedures. I understand how to access the online version of the Electronic Communication Policy in the CityTalk Policy Library.\*

*(\*If you do not understand how to access the online Policy Library, see your immediate supervisor for training until you are able to successfully access the Library.)*

I understand that this receipt is filed with my personnel records

Aaron Womble 007851

Signature



Date

01/05/2015



**Police Department**

Janeé L. Harteau  
Chief of Police  
350 South 5th Street - Room 130  
Minneapolis MN 55415-1389  
612 673-2735  
TTY 612 673-2157

Filed By CM  
Date 2-4-15

**All MPD Personnel:**

**RE: Important Message Concerning Email**

This is a reminder that email privileges are governed by the City of Minneapolis Electronic Communication Policy. The Policy is located on the Intranet at: [http://www.ci.minneapolis.mn.us/policies/policies\\_electronic-communications-policy](http://www.ci.minneapolis.mn.us/policies/policies_electronic-communications-policy). Electronic communications are public data and must reflect a positive, professional image of the City of Minneapolis.

The policy covers all electronic communications, including the City's email, and internal and external websites. Every person who was given or has gained access to the City's computer system is responsible for adhering to City standards when electronic communications are sent, received, forwarded, saved or otherwise disseminated. Anyone who uses this system in a manner that is not consistent with City policies may be subject to disciplinary action, up to and including termination.

Employees are prohibited from intentionally viewing, sending or disseminating inappropriate email materials, including harassing, threatening or obscene materials (any materials with ANY sexual connotation). You are encouraged to advise anyone who sends or disseminates such inappropriate materials to stop from doing so. If you view such materials or receive such materials from a City employee, vendor, volunteer or other agent of the City, report it to your immediate supervisor, the Human Resources Generalist, or the Minneapolis Police Department's Internal Affair Unit. Do not delete the information from your computer until appropriate authorities have had an opportunity to retrieve the information for their investigation. Employee email and/or electronic files may be audited in an attempt to determine if the policy is being violated.

Sincerely,

Chief of Police Janeé Harteau

Name Aaron Wimble Employee Number 007851  
(Print)

Signature Aaron Wimble Date 01/05/2015

(Acknowledgment Receipt)



**ELECTRONIC VERSION OF THE MPD  
POLICY & PROCEDURE MANUAL**

Filed By	cm
Date	2-4-15

I understand that I am accountable for knowing and abiding by all policies and procedures contained within the Minneapolis Police Department Policy and Procedure Manual and that I will be held accountable for abiding by the policies and procedures contained therein.

I have read the instructions and understand how to access the online electronic version of the Minneapolis Police Department Policy and Procedure Manual.

*\*\*If you do not understand how to access the online manual, see your immediate supervisor for training until you are able to successfully access the online manual.\*\**

NAME:     Aaron    Wamble      
(Please print)

SIGNED:     [Signature]    

BADGE/EMPLOYEE #:     7851 / 007 851    

DATE:     01/05/2015    

**SIGNATURE AND RETURN OF THIS RECEIPT IS MANDATORY**

**Community Service Officer Education Plan Policy**  
**Minneapolis Police Department**

Filed By AM  
Date 2-4-15

**Purpose**

The purpose of the Minneapolis Police Education Plan is to provide tuition assistance to those individuals who have been hired by the MPD as a Community Service Officer (CSO) and: 1) are enrolled in the Law Enforcement Program at a program approved by the Minneapolis Police Department (MPD); or 2) have graduated with a 2-year or higher degree from a Law Enforcement Program approved by the MPD.

**Program**

The program must be an accredited program that prepares you to become POST-license eligible. The program must consist of generals, theories, and Integrated Practicum (Skills).

**Eligibility**

All CSOs who are not POST eligible and are currently enrolled and/or will enroll within three months of hire.

**Covered Expenses**

The City agrees to lend up to \$12,000.00 to cover the costs of tuition, text books and parking – if applicable. Any remaining costs will be the responsibility of the CSO. The City will not pay for courses that a student needs to retake in order to graduate or to obtain a grade of C or higher.

**Requirements**

- Coursework must be completed with a minimum grade of C and with a minimum combined GPA of 2.50 on a 4.0-point scale in the overall program.
- Grade audits will be conducted on a regular and unannounced basis.
- Students must submit proof of grades to the MPD at the end of each class session.
- Should a CSO not meet the minimum grade expectations – the student will be placed on an academic review.\*
- CSO must maintain full semester credits (this may vary for summer session). If for some unforeseeable circumstances, i.e., personal/family illness, etc., the CSO must drop or can no longer enroll in the class— notification must be made to CSO Supervisor or Coordinator prior to withdrawal.
- Must graduate from the program within three (3) years of hire.
- Agree to the terms of the Loan Agreement.

\*Academic review includes but is not limited to CSO Supervisor or Coordinator conducting a thorough investigation into the reason for not meeting expectations. Academic review findings may result in not passing probation or disciplinary action up to and including termination of employment.

**Procedure for Payment/Reimbursement**

The following must be submitted to the Training Development Supervisor:  
The CSO will provide proof of enrollment and will obtain and complete the Third Party Billing Agreement form between the MPD and the educational institution. Should the CSO transfer institutions, it is the CSO's responsibility to provide notification and obtain and complete the Third Party Billing Agreement between the MPD and the new educational institution.

For the City to process the CSO's reimbursement request, the CSO must provide proof of purchase. Reimbursement will not be issued again for lost or stolen items.

**Acknowledgment**

I have read and understand the requirements of the CSO Education Plan Policy.

Aaron Henry Womie  
Community Service Officer's printed name

01/05/2014  
Date

[Signature]  
Community Service Officer's signature

[Signature]  
Minneapolis Police Department Representative

1-5-15  
Date

Cc: CSO Supervisor  
Personnel File



Filed By cm  
24-15

**POLICE COMMUNITY SERVICE OFFICER (CSO) LOAN AGREEMENT**

THIS AGREEMENT, entered into this 5<sup>th</sup> day of January, 2015, by and between the City of Minneapolis (hereinafter called the "City") and Aaron Womble (hereinafter called Community Service Officer (CSO)).

WHEREAS, the City is in need of Police Officer Standards and Training (POST) Board certified people to become police officers in the City of Minneapolis Police Department;

WHEREAS, the City is willing to assist people to become POST Board certified and to become police officers in the Minneapolis Police Department by assisting them in developing skills to become police officers, while they are performing CSO duties and providing education and training to interested and qualified candidates; and

WHEREAS, the City is willing to provide tuition to candidates for CSO for the costs of the education and training if the candidates, after being hired as Minneapolis CSO remain with the City for the duration of the CSO program and work as police officers for an additional two years after becoming a Police Officer;

NOW, THEREFORE, the City and the undersigned do mutually agree as follows:

1. The fair and reasonable cost and market value of the tuition portion of the POST training education and training program is \$12,000.00.
2. The City agrees to lend up to \$12,000.00 to the CSO to cover the costs of tuition. The CSO agrees to borrow up to \$12,000.00 from the City to pay for the costs of tuition.
3. For every month of full time service as a Minneapolis police officer that the employee works, the \$12,000.00 loan shall be reduced by \$500.00. For CSOs requiring less than one year of POST training and education, the repayment loan shall reflect the actual tuition amount, but not lower than \$3,000. For CSOs hired with their 2-year law enforcement degree, a separate Loan Agreement is required. At the end of the two full years of service working as a Minneapolis Police Officer, the entire \$12,000.00 loan (or actual loan amount) shall be considered satisfied and paid in full. However, if the CSO voluntarily separates from the Minneapolis Police Department prior to working two full years as a police officer, the CSO shall immediately pay to the City the entire balance owing on the loan.
4. If the undersigned CSO does not return equipment, the cost of the equipment will be taken from the undersigned's last check and/or legal action taken against the undersigned.
5. Any CSO or police officer who is released from probation, involuntarily terminated or resigns in lieu of termination from the program or from employment may by the Minneapolis Police Department be excused from repayment of any outstanding loan balance.
6. CSO agrees that as soon as the Police Community Service Officer program has been completed the CSO will complete the testing process required for the position of police officer and advance to the position of police officer for the City at the next available opportunity. CSO agrees that CSO will continue with the City in the capacity of CSO from the completion of the CSO program until the CSO begins employment as a police officer recruit.

January 5, 2015  
Date

Aaron Womble  
Printed Name  
Applicant for Police Community Service Officer (CSO)

Aaron Womble  
Signature

CITY OF MINNEAPOLIS  
Gerald T. Mome  
Pre-Service Training,  
*(Contracted)*

Jan Callaway  
CSO Sergeant



**Minneapolis**  
City of Lakes

**Police Department**

Janeé L. Harteau  
Chief of Police

350 South 5th Street - Room 130  
Minneapolis, MN 55415-1399

612 673-2735  
TTY 612 673-2157

FILED BY M R JAN 07 2018

December 17, 2014

Aaron Womble

13.43

Dear Aaron,

Congratulations! You have passed all of the requirements necessary for entrance into our Community Service Officer Academy. It is with great pleasure that I welcome you to the Minneapolis Police Department.

**Salary:** Your starting salary will be Step 1 of the approved salary schedule for this position: \$15.64/hour. City employees are paid bi-weekly. You will receive your first partial paycheck on January 23, 2015.

**Benefits:** You will receive benefits as dictated by City policy and existing law. This will be further discussed on the first day of academy.

**Time Off:** You will accrue vacation and sick days on a prorated basis.

**Orientation:** The Community Service Officer Academy is three full weeks of training. On Monday, January 5, 2015, please report to training room #2 at the Special Operations Center (SOC) (formerly Hamilton School), 4119 DuPont Avenue North, Minneapolis, MN 55412. Orientation begins at 0800. Arrive in business attire. Bring either your checkbook or a debit/credit card (for Lifetime Fitness enrollment).

Human Resources Representatives will be in attendance on your first day to provide you with helpful information, to answer questions, and to complete your employee paperwork. Bring a voided check or routing and account number (for direct deposit).



Identity verification and employment eligibility to work in the United States is now processed through Equifax with E-Verify. This is a paperless process in which you will complete section 1 of the I-9 form online, prior to your first day:

- Log onto [www.newI9.com](http://www.newI9.com) to complete section 1 of the I-9 Form
- User employer code **11468**
- You will see a link for instructions once you have signed in

Please note that you are also required to present these original documents (no copies) to prove your identity and authorization to work in the United States on your first day of employment.

**Academy:** After the first day of the academy, you will wear your CSO uniform in the classroom. During Physical Training (PT), you will wear the designated PT outfit. Except for the first day, your hours during the CSO Academy are Monday - Friday from 0800 to 1600, but will vary.

**Uniforms and Equipment:** The Minneapolis Police Department will cover the cost of the uniform and equipment listed on the top portion of the attached document, which must be purchased at Keepers.

The equipment that you are responsible for purchasing is listed on the bottom portion of the attached document, and can be purchased at Keepers only.

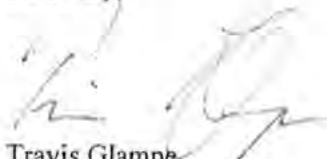
You will need to present photo ID before making any orders or purchases.

Keepers Uniforms  
1055 Westgate Drive, Suite 160  
Saint Paul, MN 55114  
651-288-5199

**Contact:** If you have questions or concerns, feel free to call Sergeant Jan Callaway at her office (612) 673-3326.

I look forward to seeing you on the first day of your new career.

Sincerely,



Travis Glampe  
Deputy Chief  
Office of Professional Standards  
Minneapolis Police Department

Enclosure: Required Equipment for Minneapolis Police Recruits

Cc: Employee Personnel file  
Department HRIS Administrator

City of Minneapolis  
APPLICANT PROFILE

12  
OK

JOB TITLE: Community Service Officer-C  
APPLICANT: Aaron Womble

JOB OPENING ID: 21446  
RECRUITER: Heather Rende

Filed By CM  
Date 2-4-15

JOB OPENING DATA

Job Opening ID: 21446  
Job Opening Status: 010 Open  
Position Number: 00003496      Community Service Officer-C PT  
Job Code: 02350C      Community Service Officer-C  
Department: 4000000      POLICE DEPARTMENT  
Location: C4000      Police  
Hiring Manager:

APPLICANT DATA

Applicant ID: [REDACTED]  
Applicant JO Status: External Applicant  
Check Further Status: No  
Preferred Contact: Email

Address: 13.43 [REDACTED]  
Phone Number (s): [REDACTED]  
Email Address (es): [REDACTED]

Nepotism Declaration: No

RECRUITMENT DATA

Disposition Status: 13.43 [REDACTED]  
Total Screening Points: [REDACTED]  
Application Date: [REDACTED]

APPLICATION DATA

Previous City Employment: 13.43 [REDACTED]  
Can Contact Current Employer: [REDACTED]  
The applicant did not provide employment history.

Education

Highest Education Level: A-Not Indicated  
The applicant did not provide education information.

Training

The applicant did not provide training course information.

Licenses/Certificates

The applicant did not provide license or certificate data.

Languages

The applicant did not provide language data.

Online Questionnaire

City of Minneapolis  
APPLICANT PROFILE

**JOB TITLE:** Community Service Officer-C  
**APPLICANT:** Aaron Womble

**JOB OPENING ID:**21446  
**RECRUITER:** Heather Rende

---

There are no Questions for this Job Opening.

**Resume Text:**

The applicant did not provide resume information.

**References**

The applicant did not provide references.

## Rende, Heather

---

**From:** Rende, Heather  
**Sent:** Monday, May 05, 2014 4:02 PM  
**To:** [REDACTED]  
**Subject:** CSO Applicaiton - Error  
**Attachments:** Questions-CSO\_2014.docm  
  
**Importance:** High

Hello Aaron,

Thank you for applying for the Community Service Officer position. While we know you applied, sometimes our recruiting system has an issue with something in an applicant's profile. Today, you are the lucky applicant. Basically, the system wiped out all of the information on your application. I am not going to have you complete the application again. However, I do need you to complete the attached questions and return them to me by the end of the day Wednesday, May 7, 2014, along with your resume, which should include all information you want us to have. I apologize, and thank you,

Heather Rende | HR Associate Consultant  
Minneapolis Police Department  
[heather.rende@minneapolismn.gov](mailto:heather.rende@minneapolismn.gov) | ☎ 612.673.3476 | ☎ 612.235.7910

**NOTICE:** If message is received in error, please delete and notify sender. Sender does not waive confidentiality or privilege. Unauthorized use is prohibited.

# Aaron Womble

Permanent Address

Contact Information

13.43

## OBJECTIVE

## EDUCATION

**Metropolitan State University**, Brooklyn Park, MN  
P.P.O.E Certificate Program for P.O.S.T. Licensing, August 2014-August 2015

**Iowa State University**, Ames, Iowa  
B.A. Criminal Justice, May 2014  
B.A. Political Science, May 2014

## RELATED EXPERIENCE

**Iowa State University Department of Public Safety**  
Community Service Officer Lead

- Responsible for building security on campus
- Promote a general safe campus atmosphere for students
- Assist officers with arrests
- Provide vehicle unlock services, office unlocks, and safety escorts
- Shift supervisor for 3 CSO's

PT  
Ames, IA  
November 2012-Current 1-6  
(515) 294-4428  
S

## OTHER WORK EXPERIENCE

**Romney 2012 Campaign Intern**

Voter Outreach/Intern

- Participated in door knocking and phone calls
- Helped organize speaking events
- Intern for Agricultural Coalitions Coordinator, Diane Dietz

Des Moines, IA  
September 2012-November 2012  
(617) 909-6154  
3/2-115

**AgReliant Genetics**

Pollinator

- Pollinated corn plants
- Worked long shifts in a late summer field setting

Ames, IA  
July 2012-August 2012  
(515) 292-1957  
2  
1

**Bike Country**

Bicycle Salesman/ Mechanic

- Aided customers with questions and sold bicycles and accessories
- Labored in a high stress environment as a mechanic on RAGBRAI

Ankeny, IA  
May 2006-August 2011  
(515) 964-5623  
5-3  
PT

07

## SKILLS

MS Office Applications

13.43

Experience with two way radio traffic and L.A.P.D. ten codes

13.43

References on Next Page

MAY 07 2014

Name Aaron Womble 5/6/2014

**SCREENING QUESTIONS  
COMMUNITY SERVICE OFFICER (EXAM # 21446)**

1. The CSO program is designed to help students earn a 2-year law enforcement degree. Upon successful completion of the program, CSOs are expected to promote to Officer & make a 2-year commitment as an MPD Officer. Do you understand this expectation?

2. A CSO that is hired by the Minneapolis Police Department will work a minimum of 20 hours per week and consider this job their primary employment responsibility. Do you understand this requirement and expectation?

3. During your time in the CSO program, you will be put through a rigorous physical fitness program and be expected to reach and maintain certain fitness goals in order to become a Police Officer. Do you understand this requirement and expectation?

4. Will you be at least 18 years of age by July 23, 2014?

5. Do you possess a valid driver's license?

6. Are you willing and able to work daytime hours – Monday through Friday?

7. Will you have a High School diploma or equivalent by July 23, 2014?

8. Will you be enrolled in an accredited college/university by July 23, 2014.

9. Have you applied with MPD in the past 3 years and been disqualified during the Background process?



**Rank History**

Close

Rank History for: Aaron Womble  
Employee ID Number: 007851

Add Rank

Edit	Delete	Rank	Start Date	EndDate	Adjusted Days	Seniority Start Date	Hiring Year	Hiring Order	Reason
Edit	Delete	Police Officer	9/6/2015		0	9/6/2015	2015	■	Promotion
Edit	Delete	Police Cadet	3/23/2015	9/5/2015	0	3/23/2015	2015	■	Promotion
Edit	Delete	Community Service Officer	1/5/2015	3/27/2015	0	1/5/2015	2015	■	

Unit Assignment History

Close

Add Historical Assignment

Assignment(s) for: Aaron Womble

Employee ID Number: 007851

Edit	Delete	Unit Assignment	Assignment Type	StartDate	EndDate	Name Change
		CSD Program	Primary	1/5/2015	3/23/2015	
		Pct 3 13.43	Temporary	10/18/2015	12/13/2015	
		Pct 3	Temporary	12/13/2015	1/9/2016	
	Delete	Academy	Primary	3/23/2015	4/30/2016	
		Pct 3 13.43	Temporary	1/10/2016	4/30/2016	
Edit		Pct 4	Primary	5/1/2016		

### Training Records

Training History for: Aaron Womble

Employee Id: 007851

Total Continued Education Credits: 1404.0

Total Instructor Credits: 0.0

(Add training that are not associated with an existing Event/TimeSlot)

		Course	Start Date	End Date	Grade	Continued Education Credits	Instructor Credits	Make	Model	Serial #	Comment
Edit	Delete	2019 Annual In-Service Training Program, Phase II, (Apr-Aug/Sep 25-26)	6/6/2019	6/6/2019	Not Applicable	7.00					
Edit	Delete	2019 Annual In-Service Training Program, Phase II, (Apr-Aug/Sep 25-26)	6/5/2019	6/5/2019	Not Applicable	7.00					
Edit	Delete	2019 TASER Re-Certification, April 15 or 22 or May 6, 2019	5/6/2019	5/6/2019	Not Assigned	4.00					
Edit	Delete	2019 FTO Training Program, March 25-28, 2019	3/28/2019	3/29/2019	Not Assigned	9.00					
Edit	Delete	2019 FTO Training Program, March 25-28, 2019	3/27/2019	3/28/2019	Not Assigned	9.00					
Edit	Delete	2019 FTO Training Program, March 25-28, 2019	3/26/2019	3/27/2019	Not Assigned	9.00					
Edit	Delete	2019 FTO Training Program, March 25-28, 2019	3/25/2019	3/26/2019	Not Assigned	9.00					
Edit	Delete	2019 Annual In-Service Training Program, Phase I, January - March 2019	3/21/2019	3/21/2019	Not Applicable	7.00					
Edit	Delete	2019 Annual In-Service Training Program, Phase I, January - March 2019	3/20/2019	3/20/2019	Not Applicable	7.00					
		2019 Final									

Edit	Delete	Four Mandatory Orientation Session, March 11, 12, 13, 14, 2019	3/12/2019	3/12/2019	Not Applicable	3.00					
Edit	Delete	2019 Semi-Automatic Handgun Qualification and Gas Mask Fit Testing, January - February 2019, Multipl	1/9/2019	1/9/2019	PASS	1.00					
Edit	Delete	2018 Annual In-Service Training Program, Multiple Dates	12/6/2018	12/6/2018	Not Applicable	4.00					PM
Edit	Delete	2018 Annual In-Service Training Program, Multiple Dates	12/5/2018	12/5/2018	Not Applicable	7.00					
Edit	Delete	2018 Annual In-Service Training-Day 1 AM	11/7/2018	11/7/2018	Not Applicable	4.00					Group A
Edit	Delete	2018 Shotgun and CIT Training Program, GROUP A, Multiple dates	9/26/2018	9/26/2018	Not Applicable	7.00					
Edit	Delete	2018 NARCAN and Procedural Justice Refresher, GROUP A, SWORN, Multiple Dates	8/8/2018	8/8/2018	Not Applicable	7.00					
Edit	Delete	2018 PIMS Basic Patrol Training Program, April 9-11, 2018, Venue 2	4/11/2018	4/11/2018	Not Applicable	7.00					
Edit	Delete	2018 PIMS Basic Patrol Training Program, April 9-11, 2018, Venue 2	4/10/2018	4/10/2018	Not Applicable	7.00					
Edit	Delete	2018 PIMS Basic Patrol Training Program, April 9-11, 2018, Venue 2	4/9/2018	4/9/2018	Not Applicable	7.00					
		2018 Annual Handgun Qualification									

Edit	Delete	and Gas Mask Fit Testing, January 2 - 19, 2018	1/8/2018	1/8/2018	PASS	1.00							
Edit	Delete	2017 Spring EVOC Training Program, April - May, 2017	4/27/2017	4/27/2017	Not Applicable	10.00							
Edit	Delete	2017 In-Service Training Program, Active Shooter, Super Bowl, Phase II, for Patrol	4/3/2017	4/3/2017	Not Applicable	10.00							
Edit	Delete	2017 In-Service Program, Super Bowl, Phase I, PATROL, 10 hours	2/15/2017	2/15/2017	Not Applicable	10.00							
Edit	Delete	2017 Annual Semi-Automatic Handgun, Shotgun Qualification and Gas Mask Fit Testing, Jan- Feb	1/9/2017	1/10/2017	PASS	1.00							
Edit	Delete	2016 Procedural Justice, Module 3, October - December, various dates	10/5/2016	10/6/2016	Not Applicable	7.00							
Edit	Delete	2016 Shotgun and Defensive Tactics In-Service Training Program, September, various dates	9/28/2016	9/28/2016	Not Applicable	8.00							
Edit	Delete	2016 Body Worn Camera Patrol Training Program, Various Dates	7/19/2016	7/19/2016	Not Applicable	2.00							
Edit	Delete	2016 Procedural Justice, Module 2, Various dates, May - July, 2016	7/7/2016	7/7/2016	Not Applicable	8.00							
Edit	Delete	2016 CIT Training Program, Multiple Dates	5/6/2016	5/6/2016	Not Applicable	8.00							
		2016 CIT											

Edit	Delete	Training Program, Multiple Dates	5/5/2016	5/5/2016	Not Applicable	8.00							
Edit	Delete	2016 CIT Training Program, Multiple Dates	5/4/2016	5/4/2016	Not Applicable	8.00							
Edit	Delete	2016 CIT Training Program, Multiple Dates	5/3/2016	5/3/2016	Not Applicable	8.00							
Edit	Delete	2016 CIT Training Program, Multiple Dates	5/2/2016	5/2/2016	Not Applicable	8.00							
Edit	Delete	2016 Procedural Justice, Module 1	3/17/2016	3/17/2016	Not Applicable	7.00							
Edit	Delete	2016 Annual Semi-Automatic Handgun Qualification only	1/11/2016	1/11/2016	PASS	1.00							
Edit	Delete	2016 Annual Gas Mask Fit Testing only	1/4/2016	1/4/2016	PASS	1.00							
Edit	Delete	2015 NARK II- Progressive System of Drug Identification Basic Skills Course	9/29/2015	9/29/2015	Not Applicable	0.00							
Edit	Delete	2015 FEMA: IS-00100.b Introduction to Incident Command System	9/16/2015	9/16/2015	PASS	0.00							
Edit	Delete	2015 FEMA: IS-00200.b ICS for Single Resources and Initial Action Incident	9/16/2015	9/16/2015	PASS	0.00							
Edit	Delete	2015 FEMA: IS-00700.a National Incident Management System - An Introduction	9/16/2015	9/16/2015	PASS	0.00							
Edit	Delete	2015 FEMA: IS-00800.b National Response Framework - An Introduction	9/16/2015	9/16/2015	PASS	0.00							
		2015 Taser X2/X26											Taken as

		Conducted Electrical Weapon User Certification (Jul 10)	7/10/2015	7/10/2015	PASS	0.00					part of 2015 Cadet Academy (#1) Training.
Edit	Delete										
		2015 Cadet Academy (#1) (Mar 23-Oct 22)	3/23/2015	10/22/2015	Not Applicable	1176.00					
Edit	Delete										



**Minneapolis**  
City of Lakes

**Police Department**

Janeé L. Harteau  
Chief of Police

350 South 5th Street - Room 130  
Minneapolis, MN 55415-1389

612 673-2735  
TTY 612 673-2157

Filed By CM  
Date 6-12-15

March 2, 2015

Aaron Womble

13.43 - Personnel Data

Dear Aaron,

Congratulations! I am pleased to extend a final job offer to you, for the position of Police Cadet with the Minneapolis Police Department. You have passed all of the requirements necessary for entrance into our Police Cadet Academy.

**Salary:** You will begin at Step 1 on our salary schedule, which is \$19.62 per hour. City employees are paid bi-weekly. You will receive your first full paycheck on April 17, 2015.

**Probation:** Your probationary period will end upon having serviced 12 months as a sworn Police Officer with MPD. The primary objectives of a probationary period are training and evaluation of your job performance. You shall also receive informal review and feedback of your performance.

**Vacation:** Vacation time will be determined on the basis of continuous years of service. You are eligible for (12) days of vacation your first year. Vacation leave balances can be carried over from year-to-year up to a maximum of 400 hours. You will be eligible to use accrued vacation on September 23, 2015.

**Sick Leave:** Full time employees earn up to twelve (12) days of sick leave per year. Sick leave balances can be carried over from year-to-year. You may begin to use sick leave immediately.

**Union:** Your job classification is represented by the **AFSCME General Unit (#9)**. Their main number is 651-450-4990. You can review your contract at [www.minneapolismn.gov/hr/laboragreements](http://www.minneapolismn.gov/hr/laboragreements).

**Healthcare:** You will be eligible for benefits and City paid contributions towards the cost of medical, dental, and life insurance plans effective **May 1, 2015**. Please visit <http://www.minneapolismn.gov/hr/benefits/> for more detailed plan information. You may also contact our Benefit Division at 612-673-3333 for assistance with your benefit questions.

**Pension:** Enrollment in the Public Employees Retirement Association (PERA) Coordinated Plan is automatic. Currently the City's contribution rate is 7.50% and the employee's rate is 6.50%.





**Orientation: Monday, March 23, 2015** - Please report to Classroom #1 at the MPD Strategic Operations Center located at 4119 DuPont Avenue North, Minneapolis, no later than **0800 hours**. Come dressed in business attire and bring your Physical Training (PT) gear. Your first Academy PT test will be given that afternoon. Please also bring either your checkbook or a debit/credit card.

Human Resources Representatives will be in attendance on your first day to provide you with helpful information, to answer questions, and to complete your employee paperwork. Please bring a voided check (for direct deposit).

Identity verification and employment eligibility to work in the United States is now processed through Equifax with E-Verify. This is a paperless process in which you will complete section 1 of the I-9 form online, prior to your first day:

- Log onto [www.new19.com](http://www.new19.com) to complete section 1 of the I-9 Form
- User employer code **11468**
- You will see a link for instructions once you have signed in

Please note that you are also required to present the original documents to prove your identity and authorization to work in the United States on your first day of employment.

**Academy:** The Police Cadet Academy is 29 full weeks of training. Your hours during the Cadet Academy will be Monday through Friday from 0800 – 1700 hours.

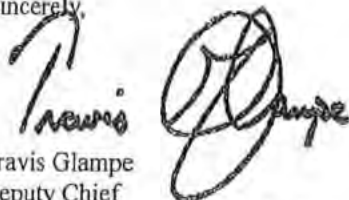
**Uniforms and Equipment:** See enclosed equipment document.

**Contacts:** If you have questions or concerns, feel free to call either of the following:

- Sergeant Steve Bantle (612) 673-3818
- Heather Rende, Human Resources Associate (612) 673-3476

We look forward to seeing you on your first day with the Minneapolis Police Department.

Sincerely,



Travis Glampe  
Deputy Chief  
Office of Professional Standards  
Minneapolis Police Department

Enclosure: Required Equipment for Minneapolis Police Cadets

Cc: Employee Personnel file  
Department HRIS Administrator