

\*Indicates required info

FILED BY M R SEP 27 2017

## Employee Job Change Form

<b>*Employee ID Number:</b>	007892	<b>*Employee Name:</b>	Toua Yang	
<b>*Effective date of Action:</b>	07/23/17	<b>*Action/Reasons:</b>	Pay Rate Change Step Increase	
<b>*Are these changes permanent?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No	If temporary, indicate expected end date: Ann Date 7/27/201x		
<b>*Is this a Detail?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No			
<b>*Is this a Concurrent Job?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No			
<b>*Dept Code:</b>	POLICE DEPARTMENT - 4000000	<b>Location Code:</b>		<b>Company Code:</b>

**\*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	

PAY GROUP (if Detail use positive pay group for all records):	STANDARD HOURS PER WEEK (use 0 for details or intermittent):
	40

Salary Adm Plan	Salary Grade	Current Step	New Step	Current Base Rate	New Base Rate
CPO	01	3	4	32,189	33,709

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	

### 13.43 - Personnel Data

**Requires SEI (Statement of Economic Interest)**  No  Yes

<b>*Submitted By (type or print name below)</b>	<b>*Date - enter below</b>
<b>*Approved By (Signature of authorized department representative below)</b>	<b>*Date - enter below</b>
<i>Toua Yang</i>	5/12/17
<b>*If Transfer (Signature of accepting department representative below)</b>	<b>*Date - enter below</b>
<b>*If Transfer or Voluntary Demotion (Employee Signature below)</b>	<b>*Date - enter below</b>
<b>*Entered into HRIS by (HRIS Representative Signature below)</b>	<b>*Date - enter below</b>
<i>Lisa Brown</i>	7/28/17



\*Indicates required info

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

Filed By KS  
Date 8/12/16

### Employee Job Change Form

*Employee ID Number:	007892	*Employee Name:	Yang, Toua
*Effective date of Action:	07/24/16	*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:	
*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):	00000882		

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

Salary Adm Plan	Salary Grade	Current Step	New Step	Current Base Rate	New Base Rate
CPO	01	2	3	28.318	29.734

JOB EARNINGS DISTRIBUTION (Combo Code)						
Percent	Earn Code	Fund	Department	Task	Project	Activity
100	REG	00100	4002400	-	-	-
	REG			-	-	-
	REG			Promoted 07/27/2014		

<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 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	
<b>13.43 - Personnel Data</b>			
<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
*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 *cm*  
Date *10-6-15*

### Employee Job Change Form

*Employee ID Number:	007892	*Employee Name:	Yang, Toua
*Effective date of Action:	07/26/15	*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:	
*Is this a Detail?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	St. Ent. Date 07/27/15	
*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 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)
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PAY GROUP (if Detail use positive pay group for all records): PDP Police Dept Positive Employee      STANDARD HOURS PER WEEK (use 0 for details or intermittent): 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					

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

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

**13.43 - Personnel Data**

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

*Submitted By (type or print name below)	*Date - enter below
<i>[Signature]</i>	
*Approved By (Signature of authorized department representative below)	*Date - enter below
<i>[Signature]</i>	<i>8/3/15</i>
*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>[Signature]</i>	<i>8/27/15</i>



\*Indicates required info

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

Filed By CM  
 Date 10-22-14

## Employee Job Change Form

*Employee ID Number:	007892	*Employee Name:	Yang, Toua
*Effective date of Action:	07/27/14	*Action/Reasons:	Promotion Central HR Staffing Process
*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):	00000882

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 positive pay group for all records):	STANDARD HOURS PER WEEK (use 0 for details or intermittent):
PDP Police Dept Positive Employee	40

Salary Adm Plan	Salary Grade	Current Step	New Step	Current Base Rate	New Base Rate
CPO	01	1	1	19,243	26.2

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 checked="" type="checkbox"/> 12 months	<input 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 - Personnel Data

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

*Submitted By (type or print name below)	*Date - enter below
Heather Rende	07/30/14
*Approved By (Signature of authorized department representative below)	*Date - enter below
	7/30/14
*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
	8/4/2014



July 21, 2014

Filed By CM  
Date 10-22-14

TOUA TY YANG

**13.43 - Personnel Data**

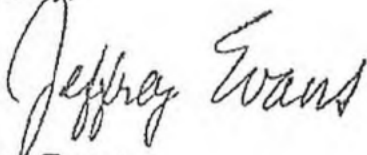
Dear TOUA YANG:

Congratulations! On July 18, 2014, 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,



Jeffrey Evans  
Licensing and Testing Coordinator

AN EQUAL OPPORTUNITY EMPLOYER





**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

July 28, 2014

Filed By	CM
Date	8-7-14

Toua Yang

13.43 - Personnel Data

Dear Mark:

Congratulations! On July 18, 2014 Sergeant Steve Bantle received verbal confirmation that you've successfully passed the Minnesota POST test. You now have passed all of the requirements necessary for entrance into our Police Recruit Academy.

This letter confirms my job offer to you for the position of Police Officer Recruit within the Police Department. This offer is contingent upon you submitting your POST eligibility letter from the Minnesota POST Board. Please provide a copy of this letter to Sergeant Bantle no later than August 15, 2014.

Below are the details of this offer. Your start date as a Police Officer Recruit is effective Sunday, July 27, 2014. If you have any questions, you can contact Sergeant Steve Bantle at (612) 673-3818.

**Salary:** Your starting salary will be Step 1 of the approved salary schedule for this position: \$26,204. You will receive your first full paycheck at this rate on August 22, 2014.

**Probationary Period:** Your probationary period will end upon having served 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:** Your vacation accrual rate will continue the same. Vacation leave balances can be carried over from year to year up to a maximum of 400 hours.

**Sick Leave:** You will continue to earn up to twelve (12) days of sick leave per year. Sick leave balances can be carried over from year to year.

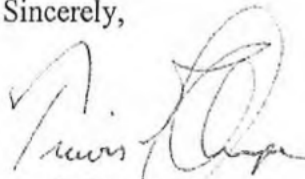




**Union:** Your position is covered by Minneapolis Police Federation. You can review your contract at <http://www.ci.minneapolis.mn.us/hr/laboragreements/index.htm>.

Once again, Congratulations!

Sincerely,

A handwritten signature in black ink, appearing to read "Travis Glampe". The signature is written in a cursive style with a large, stylized initial "T".

Travis Glampe  
Deputy Chief  
Office of Professional Standards  
Minneapolis Police Department

Cc: Employee Personnel File  
Dept. HR Administration



**MINNEAPOLIS POLICE CADET EDUCATION AGREEMENT**

Signed By CM  
Date 4-14-14

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 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.

**Educational Expenses**

The City of Minneapolis will lend the Police Cadet up to \$2396.00 to cover the costs of tuition and textbooks as 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 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 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.

TOWA YANG  
Police Cadet (printed name)

4/14/2014  
Date

[Signature]  
Police Cadet (signature)

[Signature]  
Minneapolis Police Department Representative

4/14/14  
Date

Cc: MPD Academy Staff  
Personnel File

MINNEAPOLIS POLICE CADET LOAN AGREEMENT

Filed By cm  
Date 4-25-14

THIS AGREEMENT, entered into this 14 day of APRIL, 2014, by and between the City of Minneapolis (hereinafter called the "City") and TOUA YANG (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; and

WHEREAS, the City is willing to provide tuition to candidates for POLICE CADET for 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 two years after becoming a Police Officer;

WHEREAS, if candidate for police officer fails to complete two full 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 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 \$98.83. At the end of the two 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 two 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 agrees that as soon as the POLICE CADET program has been completed s/he will advance to the position of police officer for City or be terminated.

POLICE CADET

TOUA YANG  
Printed Name

[Signature]  
Signature

CITY OF MINNEAPOLIS

[Signature]  
Pre-Service Training Lieutenant

[Signature]  
Academy Sergeant

4-15, 2014  
Date



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

**Filed By** CM  
**Date** 4/16/14

**HIRE FORM**

**HIRE DATE (Start Date)** 3-3-2014 *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** Tova **Middle Name**  **Last Name** Yang  
**Date of Birth**  **Gender**  **Marital Status**  **Social Security Number**

**13.43 - Personnel Data**

**Apartment Number**  **Street Address**  **City**  **State**  **Zip Code**  **Phones (Include Area Code)**

**13.43 - Personnel Data**

**Race/Ethnic Group**  **Veteran**  No  Yes **I-9 Verification**

**13.43 - Personnel Data**

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

**Employee ID** 121614 **Is this a Permanent Hire?**  Yes  No **If temporary, indicate expected Job end date:**  **Position Number:** 00007435

**Department Code** 4000000 **Location Code** C4000 **Establishment ID** MPL **Job Code** 080800 **Job Title** Police Cadet

**Supervisor ID (if not using a position):**  **Regular/Temporary/Seasonal Status**  Regular (Permanent)  Temporary  Seasonal

**Hours Status**  Full Time  Part Time  Intermittent **Office Code**  Non-Sworn  Sworn (Fire & Police only)

**Employment Class**  Certified (Civil Service)  Uncertified Other  Outside Trades  Appointed  Charter Department Head  Elected  Ancillary **Requires SEI (Statement of Economic Interest)**  No  Yes

**Standard Hours/Week** 40 **FICA Status** 13.43 **Union Code** CAF **Classified Indicator**  Casual (Outside Trades)  Grant Employee  Permit  Political Appointment  Classified (City and Park)  Legislative Appointment  Temporary (Non-Permit)  Unclassified

**Pay Group** PDP **Salary Plan** CAF **Salary Grade** 121 **Salary Step** 1 **Compensation Rate** \$ 18.496

**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)
100	REG	00100	4004320				
	REG						
	REG						

**Length of Probation (Remember to check the Labor Agreement or Civil Service Rules)**  
 None  3 Month  6 Month  12 Month  Other

**Tax Withholding (From W-4)**  **Fed Status** 13.43 **Fed Withholding Allowances** 13.43 **State Status** 13.43 - Personnel Data **State Withholding Allowances**

**Approved by:** [Signature] **Date** 3-3-14 **Entered in HRIS By** USA Brown **Date** 3/6/2014

007892

**Hire Form - Part 2 (Supplemental Information)**

<b>Employee ID or Social Security Number</b>		<b>Employee Name</b>		<b>Hire Date (Start Date)</b>	
13.43 - Personnel Data		Tova Yang		3-3-2014	
<b>MAILING ADDRESS (If different from home address (Optional))</b> Panel: Workforce Administration/Personal Information/Modify a Person /Contact Information					
Street Address		Apt #	City	State	Zip
<b>ADDITIONAL OR FORMER NAME (Optional)</b> Panel: Workforce Administration/Personal Information/Biographical/Additional Names					
Name Type (such as "Preferred" "Maiden" "Former" "Legal" etc.)		Name Part:		Name	
13.43 - Personnel Data					
<b>EMERGENCY CONTACT - PRIMARY</b> Panel: Workforce Administration/Personal Information/Personal Relationships/Emergency Contact					
13.43 - Personnel Data					
<b>EMERGENCY CONTACT - ADDITIONAL (Optional)</b> Panel: Workforce Administration/Personal Information/Personal Relationships/Emergency Contact					
Contact Name		Relationship to Employee		Same address & phone number as Employee? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Street Address		Apt #	City	State	Zip
<b>Phone Numbers</b>	Home Phone		Area Code	Phone Number	
	Other Phone: Type:		Area Code	Phone Number	
<b>DRIVER'S LICENSE INFORMATION</b> Panel: Workforce Administration/ Personal Information/ Biographical/Driver's License Data					
Driver's License Number		Type of License	Endorsements	State Where Issued	Expiration Date
13.43 - Personnel Data					
ENTERED BY:		DATE ENTERED:		PHONE:	

Distribution: Original: Department Personnel File      Copy: Employee





**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 4-16-14

**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 Affairs 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 Tova Yang (Print) Employee Number 007892

Signature [Handwritten Signature] (Acknowledgment Receipt) Date 3-3-2014



www.minneapolismn.gov  
Affirmative Action Employer

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

Filed By CM  
Date 4-16-14

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: Tova Yang  
(Please print)

SIGNED: [Signature]

BADGE/EMPLOYEE #: 007892

DATE: 3-3-2014

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



Filed By cm  
Date 4-16-14

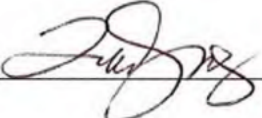
## Electronic Communication Policy Employee Acknowledgement

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

Signature  007892

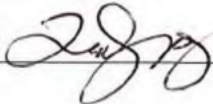
Date 3-3-2014

**Nepotism Acknowledgement Form**

Filed By CM  
Date 4-16-14

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: Tova Yang  
Job Title: Police Cadet Department/Division: Minneapolis Police  
Signature:  Date: 3-3-2014

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



Filed By cm  
Date 4-16-14

**ACKNOWLEDGMENT  
OF  
Special Order S13-XXX**

**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: Tova Yang  
(please print)

EMPLOYEE SIGNATURE [Signature] Date: 3-3-2014

BADGE/IDENTIFICATION NUMBER: 007892 / 7892

SUPERVISOR'S NAME AND SIGNATURE: [Signature] Date: 3-3-14

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.



Filed By CM  
Date 4-16-14

## 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

February 19, 2014

Toua Yang

13.43 - Personnel Data

Dear Toua,

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 \$18.49 per hour. City employees are paid bi-weekly. You will receive your first partial paycheck on March 21, 2014.

**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 3, 2014.

**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, 2014**. 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.





**Orientation: Monday, March 3, 2014** - 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.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 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 28 full weeks of training. Except for the first day, your hours during the Cadet Academy will be Monday through Friday from 0730 – 1600 hours.

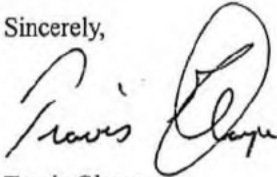
**Uniforms and Equipment:** See enclosed equipment document.

**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

+ Hire

lag  
7/2/13  
OK

**City of Minneapolis**  
**APPLICANT PROFILE**

**JOB TITLE:** Police Cadet-C  
**APPLICANT:** Toua Yang

**JOB OPENING ID:** 21210  
**RECRUITER:** Heather Rende

**JOB OPENING DATA**

Job Opening ID: 21210  
Job Opening Status: 010 Open  
Position Number:  
Job Code: 08080C      Police Cadet-C  
Department: 4000000      POLICE DEPARTMENT  
Location: C4000      Police  
Hiring Manager:



**APPLICANT DATA**

Applicant ID: **13.43**  
Applicant JO Status: External Applicant  
Check Further Status: No  
Preferred Contact: Phone

Address:

Phone Number (s):  
Email Address (es):

**13.43 - Personnel Data**

Nepotism Declaration:

**RECRUITMENT DATA**

Disposition Status: 020 Applied / 100 - Online Application  
Referral Source: City Department or Employee  
Referral SubSource: Other (type in field below)  
Referral Details: Dean Grothem State Patrol  
Total Screening Points:  
Application Date: **13.43 - Personnel Data**

**APPLICATION DATA**

Previous City Employment: No  
Can Contact Current Employer: Yes

**Employer:** J & O Express  
**Job Title:** Driver  
**Address:** 2270 Tilsen Court E  
Maplewood, MN 55119 USA  
**Phone:** 8134011341  
**Start Date:** 02/04/2013      **End Date:**      **Years of Experience:** 0.4

**Reason for Leaving:** **13.43 - Personnel Data**  
**Comments:**

**13.43 - Personnel Data**



City of Minneapolis  
APPLICANT PROFILE

**JOB TITLE:** Police Cadet-C  
**APPLICANT:** Toua Yang

**JOB OPENING ID:**21210  
**RECRUITER:** Heather Rende

Job Duties:  
Deliver and pickup customer packages.

**Employer:** United States Air Force  
**Job Title:** Personnelist  
**Address:** Minneapolis International Airport Air Reserve Station  
760 Military Highway  
Minneapolis, MN 55450 USA  
**Phone:** 6127131664  
**Start Date:**06/04/2012 **End Date:** **Years of Experience:** 1.1

**Reason for Leaving:** 13.43 - Personnel Data  
**Comments:**

13.43 - Personnel Data

Job Duties:  
Administer Air Force personnel programs.  
Process Air Force personnel flight and travel orders.  
Assist Air Force personnel submit travel voucher claims.  
Other administrative duties.

**Employer:** Boston Scientific  
**Job Title:** Process Technician  
**Address:** 4100 Hamline Avenue North  
St. Paul, MN 55112 USA  
**Phone:** 6515810000  
**Start Date:**08/29/2011 **End Date:**05/11/2012 **Years of Experience:** 0.7

**Reason for Leaving:** 13.43 - Personnel Data  
**Comments:**

13.43 - Personnel Data

Job Duties:  
; Assisting in the analyzing, designing, and implementation of manufacturing and business process improvement, resulting in increase capacity, reduce lead-time, reduction in the work-in-process, improve fill-rates, and improve process flow and efficiency.  
; Assisting in the design, implementation and maintenance of effective metrics with internal customers or suppliers to ensure unbridled supply is achieved.  
; Participates in multiple facets groups across the organization including manufacturing, design, supplier development, environmental health and safety, and documentation.

City of Minneapolis  
APPLICANT PROFILE

JOB TITLE: Police Cadet-C

JOB OPENING ID:21210

APPLICANT: Toua Yang

RECRUITER: Heather Rende

¿ Present process improvements and additional results to leadership team.

Employer: Goodrich Sensor Systems  
Job Title: Instrument Builder  
Address: 14300 Judicial Rd  
Burnsville, MN 55306 USA  
Phone: 9528924000  
Start Date:02/06/2006 End Date:08/15/2011 Years of Experience: 5.5

Reason for Leaving: 13.43 - Personnel Data

Comments:

## 13.43 - Personnel Data

Job Duties:

¿ Facilitate Kaizen events (Continuous Improvement)  
¿ Work with cross functional team to improve processes  
¿ Train and coach new team members on production processes  
¿ Improve 5S (sort straighten shine standardize sustain) process for team  
¿ Coordinate production to meet deadlines and quality requirements  
¿ Assemble, test, and repair highly sensitive military air data sensing probes as well as various defense projects

Employer: United States Navy  
Job Title: Aviation Structural Mechanic  
Address: NA  
USA  
Phone:  
Start Date:07/07/1999 End Date:06/14/2004 Years of Experience: 4.9

Reason for Leaving: 13.43 - Personnel Data

Comments:

## 13.43 - Personnel Data

Job Duties:

Aviation Logistics Support  
¿ Awarded Plane Captain of the Quarter, VAQ-133 USN  
¿ Inspected and maintained aircraft electrical systems, navigation systems, internal safety systems, engines, fuel, fuselage, wings and landing gear as well as prepared the pilot's cockpit for flight  
¿ Performed 500+ daily and turnaround inspections of jets before and after flight operations  
¿ Reported and tracked discrepancies and planned maintenance through Nalcomis database  
¿ Trained and qualified 12 Plane Captains

Hazardous Materials and Parts Collection Area Supervisor

¿ Awarded Sailor of the Quarter and Letter of Commendation, USS Nimitz USN  
¿ Tracked usage of 1500 items valued at over \$250,000 through the use of

Report ID: MHRS003

Page No. 210  
Run Date:06/24/2013  
Run Time:10:51:18



City of Minneapolis  
APPLICANT PROFILE

JOB TITLE: Police Cadet-C

JOB OPENING ID:21210

APPLICANT: Toua Yang

RECRUITER: Heather Rende

the Hazardous Material Inventory Control System (HICS) database  
; Ensured proper segregation, identification, and packaging of materials in accordance with the Navy standards and local public works waste disposal recycling facilities  
; Coordinated offload of over 500 excess hazmat material and over 600 line items of aviation parts which directly improved validity by 30%  
; Ensured 100% accuracy for 315 line items of planned maintenance schedule material valued at over \$150,000

Education

Highest Education Level: G-Bachelor's Level Degree

Degree: Bachelor of Arts  
Graduated: Yes  
Graduation Date: 12/14/2009  
Major: Do Not Use  
School: Metropolitan State University  
Average Grade:

Training

School: Not Applicable  
Course: Not Applicable  
Start Date: 06/23/2013  
End Date:

Licenses/Certificates

License/Cert:  
License #:  
Issued By:  
Issued In State:  
Date Issued:  
Expiration Date:  
License Verified:

13.43 - Personnel Data

Languages

	<u>Speaking</u>	<u>Reading</u>	<u>Writing</u>
Hmong	High	Moderate	Low

Online Questionnaire

Question: 1. The Cadet program helps individuals get 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 this?

Answer -  
13.43

Question: 2. Are you a citizen of the United States? (MN POST Rqmt.)

Answer -

City of Minneapolis  
APPLICANT PROFILE

JOB TITLE: Police Cadet-C  
APPLICANT: Toua Yang

JOB OPENING ID:21210  
RECRUITER: Heather Rende

**13.43 - Personnel Data**

Question: 3. Do you possess a valid drivers license from Minnesota or another state?

Answer -

13.43 - Personnel Data

**13.43 - Personnel Data**

Question: 4. 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.)

Answer -

**13.43**

**13.43 - Personnel Data**

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

Answer -

13.43 - Personnel Data

**13.43 - Personnel Data**

Question: 6. Have you ever been convicted of any of these offenses: a) Mistreatment of residents or patients, b) Abuse, neglect, financial exploitation of, failure to report maltreatment of, or disorderly conduct in regards to a vulnerable adult? (MN POST Rqmt.)

Answer -

**13.43**

**13.43 - Personnel Data**

Question: 7. Have you ever been convicted of prostitution related prohibited acts? (MN POST Rqmt.)

Answer -

13.43 - Personnel Data

Question: 8. Have you ever been convicted of any of these offenses: a) Presenting false claims, b) Medical assistance fraud, or c) Theft?  
(MN POST Rqmt.)

Answer -

13.43 - Personnel Data

**13.43 - Personnel Data**

Question: 9. Have you ever been convicted of any state or federal narcotics or controlled substance law? (MN POST Rqmt.)

Answer -

13.43 - Personnel Data

**13.43 - Personnel Data**

Question: 10. 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.)

Answer -

**13.43 - Personnel Data**



City of Minneapolis  
APPLICANT PROFILE

JOB TITLE: Police Cadet-C  
APPLICANT: Toua Yang

JOB OPENING ID:21210  
RECRUITER: Heather Rende

**13.43**

Question: 11. Once in the last 3 years have you been convicted of DUI, DWI, BAC over .08, or Implied Consent Test Refusal?

Answer -

**13.43**

**13.43 - Personnel Data**

Question: 12. 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 - Personnel Data

**13.43 - Personnel Data**

Question: 13. Have you had any sworn experience where you worked as a licensed peace officer?

Answer -

Correct

**13.43**

Question: 14. There are currently six (6) foreign languages (Spanish, Somali, Hmong, Laotian, Oromo and Vietnamese) that are prevalent in Minneapolis. Are you fluent in any of these?

Answer -

**13.43**

**13.43 - Personnel Data**

Question: 15. 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 this?

Answer -

**13.43**

**13.43 - Personnel Data**

Question: 16. Have you submitted or do you plan to submit a copy of your college transcripts or diploma by Friday, June 28, 2013, to Human Resources with your name on it? (See job posting for where to email or drop off a copy of diploma or transcripts).

Answer -

Correct

**13.43**

Question: 17. Will you be at least 18 years of age by January 1, 2014?

Answer -

13.43 - Personnel Data

Resume Text:

The applicant did not provide resume information.

References

Name:

**13.43 - Personnel Data**

City of Minneapolis  
APPLICANT PROFILE

**JOB TITLE:** Police Cadet-C  
**APPLICANT:** Toua Yang

**JOB OPENING ID:** 21210  
**RECRUITER:** Heather Rende

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Ref Type:  
Title:  
Employer:

Name:  
Ref Type:  
Title:  
Employer:

Name:  
Ref Type:  
Title:  
Employer:

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13.43 - Personnel Data



# Metropolitan State University

Metropolitan State University  
upon the recommendation of the faculty  
and under the authority of the  
Board of Trustees of the  
Minnesota State Colleges and Universities  
confers the degree of

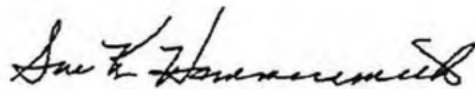
**Bachelor of Arts**

upon

*Toua Yang*

with all rights and privileges pertaining thereto

awarded this 12th day of December, 2009



Metropolitan State University  
President



Minnesota State Colleges and Universities  
Chair, Board of Trustees

JUN 24 2013

Name: Yang, Toua SSN: **13.43**

Metropolitan State University  
Undergraduate Academic Record  
700 E SEVENTH ST  
ST PAUL MN 55106 5000

Date of Issue: 03/10/2010 Page: 1 of 2  
Student Campus ID:  
Student Number: **13.43**

Subj Nbr	Title	Course Credit	Grade	Credit Earned	GPA Credit	GPA Pts	Subj Nbr	Title	Course Credit	Grade	Credit Earned	GPA Credit	GPA Pts
----------	-------	---------------	-------	---------------	------------	---------	----------	-------	---------------	-------	---------------	------------	---------

Inst. Name: Metropolitan State University  
Award Name: Bachelor of Arts  
Major: Individualized Studies  
Major Conc: Aviation Management  
Awarded on: 12/12/2009

Fall 2006  
Senior  
MGMT 310 Management Princ/Prac  
WRIT 231 Writing II  
AVMA 388 WSU: Aviation Law  
(Winona State University)

**13.43 - Personnel Data**

UNDG Term Att: **13.43 - Personnel Data**  
\*\*\*\* Cum Att:

Spring 2007  
MKTG 300 Marketing Principles  
AVMA 443 MSU: Airline Dispatch  
(Minnesota State University,  
PSYC 300 Abnormal Psychology

**13.43 - Personnel Data**

UNDG Term Att: **13.43 - Personnel Data**  
\*\*\*\* Cum Att:

Summer 2007  
PSYC 100 General Psychology  
NATH 201 Nature Study

**13.43 - Personnel Data**

UNDG Term Att: **13.43 - Personnel Data**  
\*\*\*\* Cum Att:

Fall 2007  
PRSP 499 First Coll Capstone  
AVMA 442 MSU: Fundamentals of Air  
(Minnesota State University, Mar  
AVMA 317 SCSU: Ethics in Aviation  
(St. Cloud State University)

**13.43 - Personnel Data**

UNDG Term Att: **13.43 - Personnel Data**  
\*\*\*\* Cum Att:

Spring 2008  
POL 323 Middle East: Conflict/Cha

**13.43 - Personnel Data**

UNDG Term Att: **13.43 - Personnel Data**  
\*\*\*\* Cum Att:

Fall 2008  
AVMA 317 SCSU: Ethics in Aviation  
(St. Cloud State University)  
AVMA 388 WSU: Aviation Law/Legisl  
(Winona State University)

**13.43 - Personnel Data**

UNDG Term Att: **13.43 - Personnel Data**  
\*\*\*\* Cum Att:

Summer 2009  
PRSP 499

**13.43 - Personnel Data**

UNDG Term Att: **13.43 - Personnel Data**  
\*\*\*\* Cum Att:

Chapman University  
UNDG SEMESTER Credits Accepted in Transfer Fall 2005:

**13.43**

University of Minnesota-Duluth  
UNDG SEMESTER Credits Accepted in Transfer Fall 2005:

Central Texas College  
UNDG SEMESTER Credits Accepted in Transfer Fall 2005:

military  
UNDG SEMESTER Credits Accepted in Transfer Fall 2005:

\*\*\*\*\* Metropolitan State University \*\*\*\*\*

Fall 2005  
Major: Individualized  
Major: Individualized  
Junior

WKSP 001 Orientation  
PRSP 301 Perspectives  
ETHS 302 Immigration/the New World  
MATH 115 College Algebra  
a CC 200 1100 Intro Comm Aviat  
(Loyola Hills, IL)

**13.43 - Personnel Data**

**13.43 - Personnel Data**

Spring 2006  
MKTG 300 Marketing Principles  
ICS 120 Microcomputer App  
a CC 300 Phys 387 Flight Safety  
(Winona State University)  
a CC 300 AVIA 343 Airport Managem  
(Minnesota State University, Mar

**13.43 - Personnel Data**

UNDG Term Att: **13.43 - Personnel Data**  
\*\*\*\* Cum Att:

Summer 2006  
ICS 125  
UNDG Term Att: **13.43 - Personnel Data**  
\*\*\*\* Cum Att:

**13.43 - Personnel Data**



### Rank History

Close

Rank History for: Toua Yang  
Employee ID Number: 007892

Add Rank

Edit	Delete	Rank	Start Date	EndDate	Adjusted Days	Seniority Start Date	Hiring Year	Hiring Order	Reason
Edit	Delete	Police Officer	7/27/2014		0	13.43 - Personnel Data			Promotion
Edit	Delete	Police Cadet	3/3/2014	7/26/2014	0				Hire

### Unit Assignment History

Close

Add Historical Assignment

Assignment(s) for: Toua Yang  
Employee ID Number: 007892

Edit	Delete	Unit Assignment	Assignment Type	StartDate	EndDate	Name Change
		Pct 2 13.43	Temporary	9/7/2014	10/18/2014	
		Pct 2 13.43	Temporary	10/19/2014	11/15/2014	
Delete		Academy	Primary	3/3/2014	5/30/2015	
		Pct 1	Temporary	11/16/2014	5/30/2015	
		SB	Temporary	1/27/2018	2/4/2018	
Edit		Pct 4 13.43	Primary	5/31/2015		
Edit			Secondary	10/2/2016		



### Training Records

**Training History for:** Toua Yang

**Employee Id:** 007892

**Total Continued Education Credits:** 1434.5

**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 III, September - December 2019	10/1/2019	10/1/2019	Not Applicable	7.00					
Edit	Delete	2019 Annual In-Service Training Program, Phase III, September - December 2019	9/30/2019	9/30/2019	Not Applicable	7.00					
Edit	Delete	2019 Annual In-Service Training Program, Phase II, (Apr-Aug/Sep 25-26)	5/21/2019	5/21/2019	Not Applicable	7.00					
Edit	Delete	2019 Annual In-Service Training Program, Phase II, (Apr-Aug/Sep 25-26)	5/20/2019	5/20/2019	Not Applicable	7.00					
Edit	Delete	2019 TASER Re-Certification, April 15 or 22 or May 6, 2019	4/22/2019	4/22/2019	Not Assigned	4.00					
Edit	Delete	2019 Annual In-Service Training Program, Phase I, Day 2 ONLY (Jan-Mar)	3/19/2019	3/19/2019	Not Applicable	7.00					
Edit	Delete	2019 Annual In-Service Training Program, Phase I, Day 1 ONLY (Jan-Mar)	3/18/2019	3/18/2019	Not Applicable	3.50					
Edit	Delete	2019 Final Four Mandatory Orientation	3/12/2019	3/12/2019	Not Applicable	3.00					

		Session, March 11, 12, 13, 14, 2019								
Edit	Delete	2019 Semi-Automatic Handgun Qualification and Gas Mask Fit Testing, January - February 2019, Multipl	1/15/2019	1/15/2019	PASS	1.00				
Edit	Delete	2018 Annual In-Service Training Program, Multiple Dates	11/1/2018	11/1/2018	Not Applicable	7.00				
Edit	Delete	2018 Annual In-Service Training Program, Multiple Dates	10/31/2018	10/31/2018	Not Applicable	7.00				
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 Procedural Justice and NARCAN Training Program, GROUP B, JULY - SEPTEMBER DATES	8/1/2018	8/1/2018	Not Assigned	7.00				
Edit	Delete	2018 BRRT Annual Spring In-Service Training Program, May 16, 2018	5/16/2018	5/16/2018	Not Applicable	10.00				
Edit	Delete	2018 PIMS Basic Patrol Training Program, March 22-24, 2018	3/24/2018	3/25/2018	Not Applicable	7.00				
Edit	Delete	2018 PIMS Basic Patrol Training Program, March 22-24, 2018	3/23/2018	3/24/2018	Not Applicable	7.00				
Edit	Delete	2018 PIMS Basic Patrol Training Program, March 22-24, 2018	3/22/2018	3/23/2018	Not Applicable	7.00				
Edit	Delete	2018 Super Bowl LII, Law Enforcement Officer Orientation,	1/12/2018	1/12/2018	Not Applicable	6.00				



		January 12, 2018									
Edit	Delete	2018 Annual Handgun Qualification and Gas Mask Fit Testing, January 2 - 19, 2018	1/3/2018	1/3/2018	PASS	1.00					
Edit	Delete	2017 BRRT Annual Spring In-Service Training, May 11, 2017	5/11/2017	5/11/2017	PASS	9.00					
Edit	Delete	2017 Spring EVOC Training Program, April - May, 2017	4/26/2017	4/26/2017	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	1/11/2017	1/11/2017	PASS	1.00					
Edit	Delete	2016 TASER Re-Certification Training Program, November and December dates	11/30/2016	12/1/2016	PASS	4.00					
Edit	Delete	2016 BRRT Fall In-Service & Make-Up (Oct 12 or 27)	10/12/2016	10/12/2016	PASS	8.00					
Edit	Delete	2016 Procedural Justice, Module 3, October - December, various dates	10/3/2016	10/4/2016	Not Applicable	7.00					
Edit	Delete	2016 Shotgun and Defensive Tactics In-	9/28/2016	9/28/2016	Not Applicable	8.00					

		Service Training Program, September, various dates											
Edit	Delete	2016 Body Worn Camera Patrol Training Program, Various Dates	7/18/2016	7/19/2016	Not Applicable	2.00							
Edit	Delete	2016 Procedural Justice, Module 2, Various dates, May - July, 2016	6/9/2016	6/9/2016	Not Applicable	8.00							
Edit	Delete	2016 Fair and Impartial Policing, June 08, 2016	6/8/2016	6/8/2016	Not Applicable	4.00							
Edit	Delete	2016 Bicycle Rapid Response Team Certification Training (May 10-12)	5/10/2016	5/12/2016	PASS	30.00							
Edit	Delete	2016 TASER Cert-CIT	4/28/2016	4/28/2016	PASS	8.00							
Edit	Delete	2016 Police Bike Patrol Certification Course (IPMBA), April 13-16, 2016	4/16/2016	4/16/2016	PASS	9.00							
Edit	Delete	2016 Police Bike Patrol Certification Course (IPMBA), April 13-16, 2016	4/15/2016	4/15/2016	PASS	9.00							
Edit	Delete	2016 Police Bike Patrol Certification Course (IPMBA), April 13-16, 2016	4/14/2016	4/14/2016	PASS	9.00							
Edit	Delete	2016 Police Bike Patrol Certification Course (IPMBA), April 13-16, 2016	4/13/2016	4/13/2016	PASS	9.00							
Edit	Delete	2016 Procedural Justice, Module 1	2/18/2016	2/18/2016	Not Applicable	7.00							
Edit	Delete	2016 Annual Semi-Automatic Handgun Qualification and Gas Mask Fit Testing	1/13/2016	1/13/2016	PASS	1.00							



Edit	Delete	2015 EVOC Fall Training program, various training dates	11/11/2015	11/11/2015	PASS	8.00							
Edit	Delete	2015 C.I.T. Training Program, October 26-30, 2015	10/26/2015	10/26/2015	Not Applicable	35.00							
Edit	Delete	2015 Shotgun Training and Handgun Development, September 8-24, 2015	9/9/2015	9/9/2015	PASS	4.00							
Edit	Delete	2015 Defensive Tactics Quarter 2	4/20/2015	4/21/2015	Not Applicable	2.00							
Edit	Delete	2015 Patrol In-Service Training Program	3/25/2015	3/26/2015	Not Applicable	9.00							
Edit	Delete	2015 February Semi-Automatic Handgun Qualification and Gas Mask Fit Testing	2/2/2015	2/2/2015	PASS	1.00							
Edit	Delete	2014 Off Duty/Second Handgun Qualification (All dates)	12/2/2014	12/2/2014	PASS	1.00							
Edit	Delete	2014 Fall Computer Training Program (911 Response Officers and Supervisors)	10/30/2014	10/30/2014	Not Applicable	2.00							
Edit	Delete	2014 In-Service Defensive Tactics	10/6/2014	10/6/2014	PASS	1.00							
Edit	Delete	2014 FEMA: IS-00200.b ICS for Single Resources & Initial Action Incident	8/28/2014	8/28/2014	PASS	0.00							
Edit	Delete	2014 FEMA: IS-00700.a National Incident Management System (NIMS)-An Introduction	8/28/2014	8/28/2014	PASS	0.00							
Edit	Delete	2014 FEMA: IS-00800.b National Response Framework, An Introduction	8/28/2014	8/28/2014	PASS	0.00							

		2014 Sirchie-Nark II Progressive System of Drug ID (various)	8/18/2014	8/18/2014	PASS	0.00						
Edit	Delete	2014 Professional Peace Officer Program	7/18/2014	7/18/2014	PASS	0.00						
Edit	Delete	2014 Cadet to Recruit Academy (Mar 3-Sep 9)	3/3/2014	9/9/2014	PASS	1096.00						



Chief's Award of Merit - Off. Toua Yang

Police Department - Janeé L. Harteau, Chief of Police

350 S. Fifth St. - Room 130

Minneapolis, MN 55415

TEL 612.673.2735

www.minneapolismn.gov

**Minneapolis**  
City of Lakes

FILED BY JLD AUG - 2 2017

TO: BRRT Members ~ \*see attached list

FROM: Nina Doree

DATE: April 26, 2017

SUBJECT: Award Recommendation - Award Ceremony Invitation

Filed By me  
Date 6/20/17

The BRRT was submitted for the 2016 Unit Citation award, although BRRT was not selected, I am pleased to inform you that Chief Harteau has awarded you with the Chief's Award of Merit, (see attached award write-up) that she would like to personally present to you at the MPD Annual Awards Ceremony on May 16, 2017 at 7:00 PM, with a social hour starting at 6:00 PM. The awards ceremony will be held at 301 on Main/Ukrainian Center, 301 Main Street NE, Minneapolis.

Please RSVP if you are able to attend or not and if you will be bringing any guests to me either by phone (612) 673-3556 or e-mail [nina.doree@minneapolismn.gov](mailto:nina.doree@minneapolismn.gov) ASAP. A copy has been sent to Personnel for your file. Any questions feel free to contact me. Hope to see you there.

cc: Precinct Inspectors  
Personnel File

From the desk of...

Nina Doree  
Minneapolis Police Department  
Room 130, City Hall  
Minneapolis, MN 55415  
[nina.doree@minneapolismn.gov](mailto:nina.doree@minneapolismn.gov)

(612) 673-3556

1001160

2016 BRRT Members

13.43 - Personnel Data

13.43 - Personnel Data

13.43 - Personnel Data

Officer Toua Yang

A

BART -

**From:** "McBride, Stephen" <Stephen.McBride@minneapolismn.gov>  
**Date:** February 1, 2017 at 03:19:26 CST  
**To:** Office of Janee Harteau <Janee.Harteau@minneapolismn.gov>, "Arneson, Kristine" <Kristine.Arneson@minneapolismn.gov>  
**Subject:** BRRT UNIT CITATION AWARD NOMINATION

*Chiefs Award of Merit*

Good Morning Chief Harteau and Chief Arneson.

I would like to respectfully bring to your attention something that really surprised me today at the P1 Immigration Protest. As we were working the event, I casually asked Sgt. Dave Hansen if BRRT has ever received the Chief's Unit Citation Award. I was very surprised by Dave's answer. He told me, "No. We have never received the award as a unit." This really floored me. I would have thought BRRT would have at least received one during the RNC Convention. I had not been on BRRT at the time and saw how much action and involvement they had at the RNC Convention. Watching them is what made me want to join BRRT.

Over the years, BRRT had been used, but not near as much as in the last 15 months. I cannot even tell you how many BRRT details I have been on during this time. I have seen BRRT in many contentious and trying situations. I am proud to see how BRRT has risen to the occasion. One thing I constantly hear at the Incident Action Plan Briefings is how much the Incident Commanders like having us there and rely on us to do much of the work. Many have told me in private, after the briefings, that they are relieved BRRT was utilized. I have also heard many IC's, Inspectors, and Lieutenants tell me that they think having the bikes during marches are the best bang for the buck the department has. At a 3<sup>rd</sup> Precinct march last summer, I was surprised to hear other sergeants repeatedly compliment on us on how proficient and useful we were.

Do not get me wrong. I am not trying to brag. I just believe that Sgt. Dave Hansen has done an unbelievable job as the unit leader. I do not think anyone on the department will be able to fill his shoes. Everyone on BRRT has the utmost respect for him and appreciates his strong leadership. I honestly do not believe there is a better BRRT leader in the country. I believe he deserves to be recognized for what contribution he has made for our department. He was tasked with starting a bike program, creating BRRT teams, and professionalizing the unit. I think he has done an unbelievable job.

Today, kind of blew me away. As you know, the Immigration March was the biggest one I have ever seen in my 22 years on the department. I couldn't believe when I was blocking traffic at 7<sup>th</sup> Street and Hennepin, that as the last few marchers were marching through, the lead squad aired that the group was arriving back at the Federal Building. 7<sup>th</sup> Street was completely packed the entire way, all lanes of traffic. We estimated the crowd at 10,000. I was surprised when the Star and Tribune only estimated 5,000. Nevertheless, this was the biggest crowd I have ever seen. It was difficult to escort them, but I was proud at how the 14 BRRT members were as mobile and rapidly able to move and assist as we had done. When we staged at the end, I kid you not that we had several hundred protestors go out of their way to walk up to us and thank us for keeping them safe during the march. For whatever reason, everyone seems to like a bike cop.

I also am proud how BRRT members have stepped up time and time again. Today, we were requested at 0752 hours and we still were able to form a team only several hours prior to the event. This to me is astonishing as you know how many officers on the department would probably say, "No way!" at the



thought of being outside on a bike for 4 hours with no opportunities to warm up. BRRT is usually the most used and last unit expected to stay, even in the coldest weather.

I would like to formally nominate and bring to your attention the fact that the BRRT unit has never received a Unit Citation Award. It would be a disappointment for me not to see Sgt. Dave Hansen recognized for his achievements.

Please excuse the fact that I jumped the chain of command emailing you two directly. I did so as this recognition and honor as it is only yours to give.

**13.43 - Personnel Data** please give the award to the unit and all other BRRT members as I believe they deserve it.

Thanks, and have a great day!

Sergeant Steve McBride Badge 4517

Minneapolis Police Department **13.43 - Personnel Data**

350 S. 5<sup>th</sup> Street, Room 21A

Minneapolis, MN 55415

612-673-3396 Desk

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MAY 2015

POWER SHIFT

OFFICER OF THE MONTH

The 1<sup>st</sup> Precinct Power Shift supervisors would like to nominate Officer Yang #7892 for Officer of the Month for May 2015.

Officer Yang has recently completed his FTO phase downtown and has been on the Power-Shift for only a short time. During that time, Officer Yang has committed himself to learning his job, improving his skills and being the best Officer that he can be. During the month of May, Officer Yang received an Officer-of-the-Month recommendation write up from a colleague on his shift.

On Sunday May 17<sup>th</sup> 2015, Officer Yang was assigned to Transport Squad 149 and was approached by a victim of a theft. The victim detailed the crime to Officer Yang and was visibly upset by the fact that her purse, phone, money and credit cards were all recently stolen.

Officer Yang actively continued to work the theft case throughout his shift. He communicated to other officers on the shift about the theft, in person and via the MDC. Officer Yang's persistence paid off approximately three hours after the initial contact with the victim.

Another district squad observed possible suspects in the downtown area based off the information provided by Officer Yang. Officer Yang responded, conducted a show-up with the victim and determined that the individuals stopped were the suspects being sought. Officers were able to recover a majority of the stolen items including the iPhone. The suspects were eventually charged for Receiving and Concealing Stolen Property.

Officer Yang consistently strives to go above and beyond to serve and protect the citizens of Minneapolis. Officer Yang achieved this goal this day and provided a positive outcome for the victim that she will never forget.