Police Department – Medarla Arradondo, Chief of Police 350.5. Fifth St. - Room 130 Minneapolis, MN 55415 TEL 612.673.3000

www.minneapolismn.gov

### All MPD Personnel:

neapo

City of Lakes

## 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:

i

<u>http://www.ci.minneapolis.mn.us/policies/policies\_electronic-communications-policy</u>. 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 the 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 ot6her 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.

My Best,

Medaria Arradondo Chief

Name J. Alexander Kverg	Employee Number 2897
Signature (Acknowledgement Receipt)	Date

Minneapolis City of Lakes Police Department- Medaria Arradondo, Chief of Police 350 S. Fifth St. - Room 130 Minneapolis, MN 55415 TEL 612.673.3000

www.minneapolismn.gov

January 28, 2019

J. Alexander Kueng



Dear Alexander,

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 Academy. Continued employment and promotion are contingent upon obtaining POST eligibility.

Salary: You will begin at Step 1 on the salary schedule, which is \$21.251 per hour. Thereafter, eligibility for subsequent step progression shall be as established by the Labor Agreement, assuming successful completion of performance requirements. City employees are paid bi-weekly. You will receive your first partial paycheck on March 15, 2019.

**Probation:** 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: Vacation time is 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 as accrued.

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 American Federation of State, County and Municipal Employees (AFSCME) – Local 9. Your union representative is David Bard at 651-287-0481. You can review your contract at http://www.minneapolismn.gov/hr/laboragreements/laboragreements\_afscme-general\_index.

**Healthcare:** You will be eligible for benefits and City paid contributions towards the cost of medical, dental, and life insurance plans effective **April 1, 2019** if you are not already eligible. Please visit <u>www.ci.minneapolis.mn.us/benefits</u> for more detailed plan information. You may also contact our Benefit Division at 612-673-2282 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: <u>Tuesday, February 19, 2019</u> - Please report to the MPD Emergency Operations Training Facility (EOTF) located at 25 37<sup>th</sup> Ave NE, Minneapolis, no later than 0800 hours. Come dressed in

business attire and bring you , nysical Training (PT) gear. Your first Academy PT test will be given that afternoon. Human Resources Representatives will be in attendance on your first day to provide you with helpful information, to answer questions, and to complete the remainder of your employee paperwork.

Academy: The Police Academy is 33 full weeks of training. Except for the first day, your hours during the Cadet Academy will be Monday through Friday from 0800-1630 hours.

Uniforms and Equipment: See enclosed equipment document.

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

- Sergeant Adrian Infante (612) 673-5779
- Omaar Balton, Human Resources Associate Consultant (612) 673-2713

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

Sincerely,

Alla Aler

Henry Halvorson, Deputy Chief Office of Professional Standards, Minneapolis Police Department

Enclosure: Required Equipment for Minneapolis Police Cadets

Cc: Employee Personnel file Department HRIS Administrator

I, J. Alexander Kueng accept the job offer of Police Cadet as outlined in this letter.

Date

### 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 Identifi 41-6005375	cation Number (EIN)
5. Employer Address 350 South 5th Street	6. Employer Phone 612-673-2282	Number
7. City Minneapolis	8. State MN	9. ZIP Code 55415
10. Who can we contact about employee health cover Human Resources Benefits Consultant	age at this job?	
11. Phone Number (if different from above) 612-673-2282	12. Email Address hrstaff@minneapoli	smn.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 2019, the City's lowest cost plan for an individual (non-wellness rate) has a monthly premium of \$48.00.
- 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 <u>Revenue
  Procedure 2008-48</u>.
- 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 <u>http://www.mnsure.com/</u> if you are a Minnesota resident or, <u>https://www.healthcare.gov/</u> 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: \_217/2019

Employee: Please return the original, signed form to your supervisor and keep a copy for your records.

Supervisor: Please ensure that the original, signed form is filed in the employee's personnel file.

### 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 Identifie 41-6005375	cation Number (EIN)
5. Employer Address 350 South 5 <sup>th</sup> Street	6. Employer Phone 612-673-3333	Number
7. City Minneapolis	8. State MN	9. ZIP Code 55415
10. Who can we contact about employee health cove Human Resources Benefits Consultant	rage at this job?	
11. Phone Number (if different from above) 612-673-3333	12. Email Address Benefits@minneapo	blismn.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 2017, the City's lowest cost plan for an individual (non-wellness rate) has a monthly premium of \$20.00.
- 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 <u>Revenue
  Procedure 2008-48</u>.
- 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 <u>http://www.mnsure.com/</u> if you are a Minnesota resident or, <u>https://www.healthcare.gov/</u> 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: 11/26/17

Employee: Please return the original, signed form to your supervisor and keep a copy for your records.

Supervisor: Please ensure that the original, signed form is filed in the employee's personnel file.



## 13.43

	NEOGOV Insight - Application Detail
Тур	e: 13.43
Nur	nber: 13.43 - Personnel Data
	ued by: 13.43 - Personnel Data
Dat	e Issued: 13.43 - Personnel Data
Ski	lls
Off	ce Skills
	ing: a Entry:
	a chay.
Lan	guages
Rus	sian - Speak, Read, Write
Ad	ditional Information
_	
Re	erences
	10.40 Deversel Date
	13.43 - Personnel Data
De	
_	sume
	t Resume of Minneapolis has chosen not to collect this information for this job posting.
-	achments
All	aciments
Aa	ency-Wide Questions
	Q: Have you ever been employed by the City of Minneapolis?
	A: Yes I am a current employee
_	
2.	Q: For City of Minneapolis employees, in which department do you work?
	A: Police
_	A. Folice
3.	Q: For City of Minneapolis employees, please provide your job title.
-	A: Community Service Officer
_	A. Community Service Oncer
4.	Q: For City of Minneapolis employees, please provide your employee ID or Badge number.
	A: 003897
-	
5.	Q: Do you have any related persons who work for the City of Minneapolis?
	13.43 - Personnel Data
6.	Q: If you answered "Yes" to the nepotism question above, provide the related person's
10	name, department they currently work in at the City, and their relationship to you.
	13.43 - Personnel Data
7.	Q: Are you a veteran who is requesting Veterans' Preference Points? If yes, complete and
	attach to your application the Veterans Preference Form and your DD-214 showing discharge type.
	discharge ivde.

https://secure.neogov.com/employers/app\_tracking/view\_resume.cfm?Print=Y&JobID=2073924&ResumeID=120348520&GetJSUserIDFromResume=... 2/5



1001255

3/5



13.43 - Personnel Data

https://secure.

4/5

ume=...



NEOGOV Insight - Application Det

23. Q: Have you been listed as a plaintiff or defendant in any civil litigation (lawsuit) in the last 10 years? Explain.

# 13.43 - Personnel Data

24. Q: Have you been suspended, terminated or resigned in lieu of termination in the last 10 years from employment? If so, list why, when, and the outcome.

# 13.43 - Personnel Data

25. Q: I understand that giving false information at any time throughout this examination will result in disqualification from this examination.

A: 13.43 - Personnel Data

## **EDUCATION HISTORY**

28. Beginning with your most recent, and in chronological order, list all colleges and high schools you have attended. *Provide a copy of an official transcript from all colleges and high schools attended for any length of time.* If additional space is needed, make copies of the needed pages.

A. <u>Henneinin Tech</u>	LAW Enforcement	Certificate NO
	(degree/major)	(graduated? Yes No
AUGIST 2015	7	
(from: month/year)	(to: month/year)	2 2019
	763-667-370	0
(registrar's e-mail)	(registrar's phone)	~
9000 Brooklyn	Bird	
(registrar's address)		(suite number)
(city) Park	Hennepin	MAN SSHUS
(city)	(county)	(state) (zip)
(school)	SOC:LOD	Vec
(school)	(degree/major)	(graduated? Yes No)
_ Sept 2016	July	
(from: month/year)	(to: month/year)	Julb
	612-625-3490	
(registrar's e-mail)	(registrar's phone)	
100 Church St.	S.E.	3 14. 11. 11. 11
(registrar's address)		
		3 Morrill Hall (suite number)
Mineparalis		(suite number)
(city) Minneapulis	Hemenin (county)	$\frac{MA}{(\text{suite number})}$ $\frac{MA}{(\text{state})} \frac{55455}{(\text{zip})}$

- 29 -

J

## **EMPLOYMENT HISTORY**

49. List, in chronological order, all your employment since you were eighteen 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 from your present name. *If additional space is needed, make copies of the needed pages*.

(present employer)		(phone)
(immediate supervisor)	infeute	612-673-5777 / 612-475-
		(phone)
HI19 Qupont ave N	1	
(address)		
Minneapolis	Henewa	MN 55412
(city)	(county)	(state) (zip)
Dec Jui7	Present	CSO
(from: month/year)	(to: month/year)	(position)
Job description/Duties and reason	for leaving.	
1	tor routing.	
O of M		
U OF M (employer)		(phone)
Alyssa S.Son	Sison OUS QUIME	1.e/ 624-624-9255
Alyssa S.Son immediate supervisor)	S. Son O(15 D. Umr (e-mail address)	
Alyssa S.Son immediate supervisor) 300 W454102400	(e-mail address)	1.e/ 624-624-9255
Alyssa S.Son immediate supervisor) 300 W454102400	S.Son (Job D.Um. (e-mail address) Aue S.E.	1.e/ 624-624-9255
Alyssa S.Son immediate supervisor) 300 W45hington address)	(e-mail address)	<u>1.elu (13-(634 - 9255</u> (phone)
Alyssa S.Son immediate supervisor) 300 W45hington address)	(e-mail address)	1.e/ 624-624-9255
Alyssa S.Son immediate supervisor) 300 Washington address) Minneapolis city)	(e-mail address) <u>Aur S.E.</u> <u>Hemerica</u> (county)	<u>MN</u> 55455 (state) (zip)
Alyssa S.Son immediate supervisor) 300 Washington address) Minneapolis city) April 2017	(e-mail address) Aue S.E. Hennelein	<u>n.e. 634 - 9255</u> (phone) MN 55455
Alyssa S.Son immediate supervisor) <u>300 Washington</u> address) <u>Minneapolis</u> city) <u>April 2017</u> from: month/year)	(e-mail address) <u>Aue S.E.</u> <u>Hemejen</u> (county) <u>OCI 2017</u> (to: month/year)	<u>MN 55455</u> (phone) <u>MN 55455</u> (state) (zip) Campus Security prior, for
Alyssa S.Son immediate supervisor) <u>300 W4541, 13,400</u> address) <u>Minneapolis</u> city) <u>Apr.1 Jol7</u> from: month/year) ob description/Duties and reason for	(e-mail address) <u>Aue S.E.</u> <u>Hemejen</u> (county) <u>OCI 2017</u> (to: month/year)	<u>MN 55455</u> (phone) <u>MN 55455</u> (state) (zip) <u>Compos Security Mice, for</u> (position)



## MINNESOTA P.O.S.T. BOARD STATUS

22. Are you a citizen of the United States? (This is a POST requirement)?

If you checked *yes*, provide a copy of your United States Birth Certificate, a Certificate of Naturalization or other documentation that proves US citizenship.

23. Are you currently licensed as a peace officer in Minnesota or another state?

If you checked yes (you are licensed as a peace officer), provide a copy of your license and current renewal card, and complete the following information.:

Circle the status of your peace officer license.

# 13.43 - Personnel Data

24. Are you eligible for a Minnesota POST license?

If yes, what date does your eligibility expire?

If you are eligible, provide a photocopy of the POST Board eligibility letter when you turn in this questionnaire.







13.43 - Personnel Data

f yes, where?	13.43 - Perso	onnel Data
Circle the current status of this		
13.43	3 - Personnel Da	ta
If other, please explain:		
Academic component of Prof	fessional Peace Officer Program c	completed at:
(school name)		
(from: month/year)	(to: month/year)	
(address)		(suite number)
(	(county)	(state) (zip)
(city)	(county)	
(e-mail)	(phone)	
(completion date for Skills)	(POST ex	(am pass date)
If you were trained out of sta	te, please complete the following:	
(name of the training program	n)	
(address)		(suite number)
(address)		
(city)	(county)	(state) (zip)
(e-mail)	(phone)	
(date of completion)	(length of course)	(date of certification)

## **EDUCATION HISTORY**

28. Beginning with your most recent, and in chronological order, list all colleges and high schools you have attended. *Provide a copy of an official transcript from all colleges and high schools attended for any length of time*. If additional space is needed, make copies of the needed pages.

Sec. And And	Criminolog	y devince
(degree/major)	, Grimingi (gradu	ated? Yes No
(to: month/year)		
612-636-8410		
(registrar's phone)		
SI SE		
	(suite	number)
	MM	55455-043
(county)	(state)	(zip)
(degree/major)	(gradu	Mo ated? Yes No
A	(gradu	ated? Yes No
(to: month/year)		
612-200-5412	.6	
(registrar's phone)		
AVENUE		
	(suite i	number)
	MN	55403
(county)	(state)	(zip)
	Present (to: month/year) G13-G36-8410 (registrar's phone) SI SE (county) A TCCHNICH Cellese Crining Justice (degree/major) <u>April 2016</u> (to: month/year) <u>ed<sup>10</sup>G12-200-5418</u> (registrar's phone) <u>Avenue</u>	(to: month/year) $\frac{613 - 636 - 8410}{(registrar's phone)}$ $\frac{SISE}{(suite in the set of the set$

Α.	MUNICE College	Business Law	NO
	(school)	(degree/major)	(graduated? Yes No)
	Selpt 2012	May 2013	
	(from: month/year)	(to: month/year)	
	(registrar's e-mail)	plege, edu (a14)	813-1273
	(registrar's e-mail)	(registrar's phone)	
	434 Main St		Main Hall
	(registrar's address)		(suite number)
	Marin Derla 2114		NY 10801
	(city)	(county)	<u>NY</u> (0801 (state) (zip)
0	Polyich March Hard Schul	Hisin Schould	Yes
C.	Patrick Henry High School (school)	(degree/major)	(graduated? Yes No)
	(from: month/year)	June 2012 (to: month/year)	
	(nom. mondayear)		
	(	(registrar's phone)	
	(registrar's e-mail)		
	4320 Newten que	N	
	(registrar's address)		(suite number)
	(city)		MN SSLID
	(city)	(county)	(state) (zip)
D.			
D.	(school)	(degree/major)	(graduated? Yes No)
	(from: month/year)	(to: month/year)	
		-612-668-1427	-
	(registrar's e-mail) .	(registrar's phone)	
	(registrar's address)		(suite number)
	(city)	(county)	(state) (zip)

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

# 13.43 - Personnel Data

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

# 13.43 - Personnel Data

## MILITARY SERVICE



41. Name, e-mail, rank, and last known duty assignment of your immediate military supervisor who you reported to directly on a daily basis:

(initiary superv	isor[s] last known duty st	ation)
(e-mail address)		
(phone—If it is a	an international number, i	nclude entire number including country prefix.)
(military supervi	sor[s] last known mailing	g address)
Periods of active and locations you	service. List all dates and a were deployed to.	d locations of active service, including deployment dates
(from)	(to)	(location)
(from)	(to)	(location)
S		
(from)	(to)	(location)
	(to) (to)	(location) (location)
(from) (from) (from)		

43. Has your discharge or separation notice ever been corrected or change?

## 13.43 - Personnel Data

44. What was the nature of the change?

From:

To:

45. Were you ever court martialed, tried or charged, or were you the subject of a summary court, deck court, captain's mast, company punishment or any other disciplinary actions?

If yes, give detail	s of charges, agency concerned, dates and dispositions:
	13.43 - Personnel Data
List any awards o received or attend	or decorations you received while in the military including any specialty training you led:
$\cap$	rved in a military organization of any foreign government?
Yes (No) f <i>yes</i> , provide det	ails:
Provide a synopsis	s of your military career.

## **EMPLOYMENT HISTORY**

49. List, in chronological order, all your employment since you were eighteen 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 from your present name. If additional space is needed, make copies of the needed pages.

immediate supervisor)	(e-mail address)	$\frac{(613) - 634 - 9355}{(phone)}$ $\frac{(613) - 634 - 9355}{(phone)}$
address)	OF JUNNESOFA	
Maggodis		MN SSUSS
Minneapolis	(county)	(state) (zip)
March 2017	Present	
from: month/year)	(to: month/year)	Security Monitor (position)
the second s		
ob description/Duties and rea	nd excort Students,	Still employed
	na escort Students,	Still employed
	n <u>a</u> escort Students,	Still employed
patrol Campus a	<u>NA CECONT Students</u> ,	
patrol Campus a	NA CECONT Students,	1 800-234-6229
<u>Macy's</u>		1 800-234-6229 (phone)
<u>Mary's</u> mary Ames	traceyomes Q, CO	1 800-234-6229 (phone) PM(ast. net (651) 492-0
<u>Mary's</u> mployer) <u>Trucy Ames</u> immediate supervisor)	traceycomes @, Co (e-mail address)	1 800-234-6229 (phone)
<u>Mary's</u> employer) <u>Trucy Ames</u> immediate supervisor) Foo Nicol	traceycomes @, Co (e-mail address)	1 800-234-6229 (phone) PM(ast. net (651) 492-0
<u>Mary's</u> employer) <u>Trucy Ames</u> immediate supervisor) <u>Joo Nicol</u> address)	traceycomes @, Co (e-mail address)	<u>  800-234-6229</u> (phone) <u>PM(ast. Net (651) 492-0</u> (phone)
<u>Macy's</u> employer) <u>Trucy Ames</u> immediate supervisor) <u>Joo Nicol</u> address) <u>Minneapolis</u>	<u>traceycomes @, Co</u> (e-mail address) 1et Mail	<u>1800-234-6229</u> (phone) <u>Mast. net (651) 442-0</u> (phone) MN 55402
<u>Mary's</u> employer) <u>Trucy Ames</u> immediate supervisor) <u>Foo Nicol</u> address) <u>Minneapoiss</u> city)	<u>traceycomes Q. Co</u> (e-mail address) <u>let Mail</u> (county)	<u>1800-234-6229</u> (phone) <u>Mast. net (651) 492-0</u> (phone) <u>MN 55402</u> (state) (zip)
<u>Macy's</u> employer) <u>Trucy Ames</u> immediate supervisor) <u>Joo Nicol</u> address) <u>Minneapolis</u>	<u>traceycomes Q. Co</u> (e-mail address) <u>let Mail</u> (county)	<u>1800-234-6229</u> (phone) <u>Mast. net (651) 442-0</u> (phone) MN 55402

(e-mail address) <u>QCS NICCHEL Mall</u> <u>Ala Alapolis</u> <u>Min Alapolis</u> <u>Min Alapolis</u> <u>(county)</u> <u>DeC Aol3</u> <u>(county)</u> <u>DeC Aol3</u> <u>(county)</u> <u>DeC Aol3</u> <u>(county)</u> <u>(to: month/year)</u> <u>description/Duties and reason for leaving:</u> <u>Alocic (cod She Ives, ass. st (wsterners,</u> <u>3.43 - Personnel Data</u>	
(e-mail address) <u>QCS NICCHEL Mall</u> <u>Ala Alapolis</u> <u>Min Alapolis</u> <u>Min Alapolis</u> <u>(county)</u> <u>DeC Aol3</u> <u>(county)</u> <u>DeC Aol3</u> <u>(county)</u> <u>DeC Aol3</u> <u>(county)</u> <u>(to: month/year)</u> <u>description/Duties and reason for leaving:</u> <u>Alocic (cod She Ives, ass. st (wsterners,</u> <u>3.43 - Personnel Data</u>	(phone) <u>MN SS403</u> (state) (zip) <u>Food Jecon</u> (position) 13.43 - Personnel I
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nomer subscription (	V24 (Dirone)
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lress)	100 A. 100
Brouldlyn Center	MN 55430
(county)	(state) (zip)
June 2013 August 2013	Couch
m: month/year) (to: month/year)	(position)
description/Duties and reason for leaving;	



50. Have you ever been involuntarily terminated or resigned from any employer in lieu of termination? If additional space is needed, make copies of the needed pages.

# 13.43 - Personnel Data

51. Were you ever subjected to disciplinary action in connection with any employment? If additional space is needed, make copies of the needed pages.

# 13.43 - Personnel Data

52. Have you or any corporation or partnership, in which you were an officer, director or partner, ever possess a license or permit (excluding a driver's license) issued by a governmental agency?

. 1.

# 13.43 - Personnel Data

53. Have you ever been engaged in any business as an owner, active or silent partner, stockholder or a corporate member?

# 13.43 - Personnel Data

54. Has any license or permit (excluding driver's license) issued to you by a governmental agency ever been denied, revoked, suspended or cancelled?

# 13.43 - Personnel Data

3.1

	(	(	13.43 - Personnel Data			
Minneapolis City of Lakes	EMPLOYMENT APP CITY OF MINNE 250 South 4th Street Minneapolis, Minne (612) 673-2 <u>http://www.minneapol</u> Kueng, J Alex 2017-00094 COMMUNITY	APOLIS Room #100 sota 55415 282 ismn.gov/iobs cander	Received: 13.4: PM For Official Use Only QUAL: DNQ: Experience DTraining DOther:			
	PERSONAL INFO		A THE REPORT OF A DESCRIPTION OF A DESCRIPANTO OF A DESCRIPTION OF A DESCRIPTION OF A DESCRIPTION OF A DESCR			
POSITION TITLE: COMMUNITY SERVICE OFFICER NAME: (Last, First, Middle) Kueng, J Alexander		13.4 SOCIAL	EXAM ID#: 13.43 SOCIAL SECURITY NUMBER: 13.43 - Personnel Data			
ADDRESS: (Street, City, State	13.43 - Persor	nel Data				
13.43 - Personnel Data	ALTERNATE PHONE:		ADDRESS:			
13.43	DRIVER'S LICENSE: 13.43 - Personnel Data	LEGAL F	AIGHT TO WORK IN THE UNITED STATES			
	PREFEREN					
PREFERRED SALARY:	AR	E YOU WILLING	TO RELOCATE? 13.43 - Personnel Data			
	13.43 - Persor	nnel Data	a			
	EDUCATIO	N	- Ballion and Ballion and Ballion			
DATES: From: 9/2016 To: 5/2018	SCHOOL NAME: University of Minnesota	1				
LOCATION:(City, State) Minneapolis, Minnesota	DID YOU GRADUATE?		DEGREE RECEIVED: Professional			
MAJOR: Sociology of Law			UNITS COMPLETED: 2 - Semester			
	WARZ PURPA	Phiot	E Sentester			
DATES:	WORK EXPER	IENCE	POSITION TITLE:			
From: 7/2014 To: 3/2017 ADDRESS: (Street, City, State,	Zin Code)		Asset Protection Detective COMPANY URL:			
700 Nicollet Mall, Minneapolis,	Minnesota 55402					
PHONE NUMBER: 612-375-2222	SUPERVISOR: Theresa Ames - Asset Pro	tection Manager	MAY WE CONTACT THIS EMPLOYER?			
HOURS PER WEEK: 40	SALARY: \$0.00/month		# OF EMPLOYEES SUPERVISED:			
DUTIES: Installed and operated cameras Apprehended shoplifters Live observation via sales floor Written report Strategize to prevent merchand REASON FOR LEAVING:	ise shortage					
DATES:	13.43 - Personr	nel Data	POSITION TITLE:			
From: 12/2013 To: 2/2014 ADDRESS: (Street, City, State,	Target Corporation Marke	t Team	Temporary job			
900 Nicollet Mall, Minneapolis,	Minnesota 55403		COMPANY URL:			
PHONE NUMBER: 612-338-0085	SUPERVISOR:		MAY WE CONTACT THIS EMPLOYER?			
HOURS PER WEEK:	SALARY: \$0.00/month		# OF EMPLOYEES SUPERVISED:			
DUTIES: position Stock shelves Take inventory Assist guest Cashier REASON FOR LEAVING:						
	13.43 - Personi	nel Data				

CERTIFICATES AND LICENSES
TYPE:
CPR
LICENSE NUMBER:
LISSUING AGENCY:
13.43 - Personnel Data
Skills
Nothing Entered For This Section
ADDITIONAL INFORMATION
Nothing Entered For This Section

REFERENCES Nothing Entered For This Section

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### Agency-Wide Questions

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- Have you ever been employed by the City of Minneapolis? No -- I have never been employed by the City
- 2. For City of Minneapolis employees, in which department do you work?
- 3. For City of Minneapolis employees, please provide your job title.
- 4. For City of Minneapolis employees, please provide your employee ID or Badge number.
- 5. Do you have any related persons who work for the City of Minneapolis?

### 13.43

- 6. If you answered "Yes" to the nepotism question above, provide the related person's name, department they currently work in at the City, and their relationship to you. 13.43 Personnel Data
- 7. Are you a veteran who is requesting Veterans' Preference Points? If yes, complete and attach to your application the Veterans Preference Form and your DD-214 showing discharge type.

No

8. The City of Minneapolis provides applicant notifications and status updates electronically.

# 13.43 - Personnel Data

	Job Specific Supplemental Ouestions
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 3-year commitment as an MPD Officer. Do you understand and are you able to commit to this expectation?
	13.43
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 and are you able to commit to this expectation? 13.43
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 and are you able to commit to this expectation?
	13.43
4.	Will you be at least 18 years of age by December 18, 2017? 13.43
5.	Do you or will you have a valid driver's license by May 22, 2017? 13.43
6.	Are you willing and able to work daytime hours - Monday through Friday?
	13.43
7.	Will you be accepted/enrolled into a law enforcement program at a regionally accredited college/university by May 22, 2017?
	Yes
8.	Applicants who have already taken and passed the MN Board of POST Licensing Exam are NOT eligible for the CSO position. Have you ever taken and passed the POST Licensing Exam? 13.43
1.1	
9.	Have you applied with the City of Minneapolis in the past 3 years and been disqualified for intentional falsification or misrepresentation of information or material used for selection or employment purposes? (Civil Service 6.12F) 13.43 - Personnel Data
10.	Have you ever been convicted of a felony as an adult?
-	13.43 - Personnel Data
11.	Have you ever been convicted as an adult 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 Romt.)
	13.43 - Personnel Data
12.	Have you ever been convicted as an adult of: a) Assault in the 5th degree, and/or b) Domestic assault? (MN POST Rgmt.)
	13.43 - Personnel Data
13.	Have you ever been convicted as an adult of any of these offenses: a) Mistreatment of residents/patients, b) Abuse,
	13.43 - Personnel Data
14.	Have you ever been convicted as an adult of prostitution related prohibited acts? (MN POST Rgmt.)
	13.43 - Personnel Data
22.4	Have you ever been convicted as an adult of any of the following offenses: a) Presenting false claims, b) Medical
15.	assistance fraud, or c) Theft? (MN POST Rgmt.) 13.43 - Personnel Data
16.	Have you ever been convicted as an adult of any state or federal narcotics or controlled substance law? (MN POST Rgmt.)
	13.43 - Personnel Data
17.	Have you ever been convicted as an adult 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
18.	Have you ever been a Minneapolis Police Reserve or Explorer? No
19.	Are you able to fluently speak, write, and understand any of the following languages? (Check all that apply)
	None of the above
20.	Do you currently live in the City of Minneapolis?
~	13.43 - Personnel Data
21.	How did you find out about this position? (Select all that apply)
	13.43 - Personnel Data

22.	professional association). If it was a job fair, please specify which job fair. 13.43 - Personnel Data
23.	Have you been suspended or terminated in the last 10 years from employment? If so, list why, when, and the outcome.
	13.43 - Personnel Data
24.	List all of your traffic offenses in the last 10 years including DWI. Do not include warnings. If so, list why, when, and the outcome (also are you on probation unsupervised/supervised?).
	13.43 - Personnel Data
25.	List all of your criminal offenses in the last 10 years including if you were listed as a suspect and never charged. If so, list why, when, and the outcome (also are you on probation unsupervised/supervised?).
	13.43 - Personnel Data
26.	Have you been listed as a plaintiff or defendant in any civil litigation (lawsuit) in the last 10 years? Explain.
	13.43 - Personnel Data

The following terms were accepted by the applicant upon submitting the online application:

Please review your application to ensure that all sections have been completed. Incomplete applications will not be considered further. Although completing the demographics section is not required, we are requesting this data to help us measure our diversity efforts.

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.

By clicking on the "Accept" button, I hereby certify that every statement I have made in this application is true and complete to the best of my knowledge. I understand that any false or incomplete information could result in the rejection of my application or dismissal if I am hired. I understand that if I do not fully complete the online application sections that my application may be considered incomplete and not further considered. I understand that I may be required to verify any and all information given on this application. I understand that I will have to produce documentation verifying identify and employment eligibility in the U.S. I understand that the City of Minneapolis may contact prior employers and other references.

This application was submitted by J Alexander Kueng or	13.43 - Personnel Data	
Signature		

Date

J. Alexander Kueng

13.43 - Personnel Data

### Summary

# 13.43 - Personnel Data

### Education

University of Minnesota, Twin cities Major: Sociology of Law, Criminology and Deviance Expected graduation: Spring 2018

### Experience

Macy's Loss Prevention

- Installed and operated cameras
- Apprehended shoplifters
- Live observation via sales floor
- Written report
- Strategize to prevent merchandise shortage

### Target Corporation Market Team

- · Temporary job position
- Stock shelves
- Take inventory
- Assist guest
- Cashier

### Skills Conversational Russian

13.43 - Personnel Data

July 2014-March 2017

Dec 2013-Feb 2014

## **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 Jun Date

## FLED BY MR JAN 082018

## ACKNOWLEDGMENT

### OF

### Special Order S13-047

### **Regarding Non-Public Data**

By signing this Acknowledgment\* I certify that I have read Special Order S13-047 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: J. Alexander Kueng. (please print)	
EMPLOYEE SIGNATURE D. DUNING	Date:11/26/17
BADGE/IDENTIFICATION NUMBER: 3897	
SUPERVISOR'S NAME AND SIGNATURE H. Ren	Date: 11/27/17

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.

# FLED BY NI R JAN 082018

## **Electronic Communication Policy**

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I understand that this receipt is filed with my personnel records

Signature J. Mung

Date 11126/17

# 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: J. Alexander	Kuerg
Job Title: Police Cabet	Department/Division: Mimeapolic
Signature: J. Jury	Date: 2/1/2019

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

### **Rank History**

Close

Rank History for: J Kueng Employee ID Number: 003897

Add Rank

Edit	Delete	Rank	Start Date	EndDate	Adjusted Days	Seniority Start Date	Hiring Year	Hiring	Reason
Edit	Delete	Police Officer	12/10/2019		0	12/10/2019			
Edit	Delete	Police Recruit	8/14/2019	12/9/2019			2019		Promotion
Edit	Delute	Police Cadet			Q	8/14/2019	2019	13.43	Promotion
Edit	Delete		2/19/2019	8/13/2019	0	12/19/2019	2019	13.43	
L'UN.	Derete	Community Service Officer	12/18/2017	2/18/2019	0	12/18/2017	2017		Hire

http://appwfdprod/WFD/RankInformation.aspx?header=false&PersonId=2946&Edit=True... 5/26/2020
### Unit Assignment History

 $\gamma >$ 

Close Add Historical Assignment

Assignment(s) for: 1 Kueng Employee ID Number: 003897

Г 1

Edit		Assignment Type	StartDate	EndDate	Name
-		Temporary	1/25/2018	2/5/2018	
1		Primary	12/18/2017		-
1				12/14/2019	
-	Pct 5	Primary	12/15/2019		
	Pet 5 10 10			2/1/2020	
-	 13.43	Primary		2/29/2020	
Edit Edit		Secondary	12/15/2019		
Edit	Pct 3	Primary	3/1/2020		

http://appwfdprod/WFD/AssignmentInformation.aspx?header=false&PersonId=2946&Edit... 5/26/2020

## ELECTRONIC VERSION OF THE MPD POLICY & PROCEDURE MANUAL

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:	Alexander Kueng	
	(Please print)	-
SIGNED: A.OU	erg	
BADGE/EMPLOYE	E #: <u>3897</u>	_
DATE: _2/7/2	019	

SIGNATURE AND RETURN OF THIS RECEIPT IS MANDATORY

### ACKNOWLEDGMENT

### OF

### Special Order S13-047

### Regarding Non-Public Data

By signing this Acknowledgment\* I certify that I have read Special Order S13-047 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: J. Alexander Kueng	
(please print)	
EMPLOYEE SIGNATURE J. JUNY	Date: <u>2/7/</u> 19
BADGE/IDENTIFICATION NUMBER: 3897	

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.

JKing	Person ID 13.43	Received: 13.4
1		
	EMPLOYMENT APPLICATION	13.43 - Personnel D
3	CITY OF MINNEAPOLIS	Received: 13.4
	250 South 4th Street Room #100	
	Minneapolis, Minnesota 55415 (612) 673-2282	QUAL:
linneapolis	http://www.minneapolismn.gov/job	
y of Lakes	Kueng, J Alexander	□ Experience □ Training
, et dunes	2018-00182 POLICE CADET (AMEN	DED)
SITION TITLE:	PERSONAL INFORMATION	AM ID#:
DLICE CADET (AMENDED)		118-00182
DRESS: (Street, City, State, Zip	Code) EM	AIL ADDRESS:
DME PHONE:	ALTERNATE PHONE: 13.43 - Personnel Data	TIFICATION PREFERENCE:
RIVER'S LICENSE:	DRIVER'S LICENSE:	GAL RIGHT TO WORK IN THE UNITED STATE
	13.43 - Personnel Da	ita
	PREFERENCES	
and the second	Nothing Entered For This Sectio	n
	EDUCATION	
TES:	SCHOOL NAME:	4
om: 9/2016 To: 5/2018 CATION:(City, State)	University of Minnesota DID YOU GRADUATE?	DEGREE RECEIVED:
nneapolis , Minnesota	■Yes □No	Bachelor's
JOR: ciology of Law		UNITS COMPLETED: 4 - Semester
	WORK SYSTEM - WOR	
TES:	WORK EXPERIENCE	POSITION TITLE:
om: 7/2014 To: 3/2017	Macy's Loss Prevention	Asset Protection Detective
DRESS: (Street, City, State, Zip ( 0 Nicollet Mall, Minneapolis, Minne	Code) esota, 55402	COMPANY URL:
ONE NUMBER:	SUPERVISOR:	MAY WE CONTACT THIS EMPLOYER?
12-375-2222	Theresa Ames - Asset Protection Mana	<sup>Iger</sup> 13.43
DURS PER WEEK:	SALARY: \$0.00/month	# OF EMPLOYEES SUPERVISED:
JTIES:		
nstalled and operated cameras oprehended shoplifters		
e observation via sales floor		
itten report ategize to prevent merchandise sh	nortage	
ASON FOR LEAVING:	13.43 - Personnel Data	
TES:	EMPLOYER:	POSITION TITLE:
om: 12/2013 To: 2/2014	Target Corporation Market Team	Temporary job
DRESS: (Street, City, State, Zip C O Nicollet Mall, Minneapolis, Minne	Code)	COMPANY URL:
ONE NUMBER:	SUPERVISOR:	MAY WE CONTACT THIS EMPLOYER?
2-338-0085 URS PER WEEK:	SALARY:	13.43
	\$0.00/month	# OF EMPLOYEES SUPERVISED:
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ock shelves		
ke inventory sist guest		
shier		
ASON FOR LEAVING:		
	13.43 - Personnel Data	
		the second se
PE:	CERTIFICATES AND LICENSES	





### LICENSE NUMBER:

## 13.43 - Personnel Data

Skills

OFFICE SKILLS: Typing: Data Entry:

OTHER SKILLS:

LANGUAGE(S): Russian - Speak Read Write

> ADDITIONAL INFORMATION Nothing Entered For This Section

REFERENCES

ľ

## 13.43 - Personnel Data

1001288



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### Agency-Wide Questions

- 1. Have you ever been employed by the City of Minneapolis? Yes -- I am a current employee
- 2. For City of Minneapolis employees, in which department do you work? Police
- 3. For City of Minneapolis employees, please provide your job title. Community Service Officer
- 4. For City of Minneapolis employees, please provide your employee ID or Badge number. 3897
- 5. Do you have any related persons who work for the City of Minneapolis?

### 13.43 - Personnel Data

- If you answered "Yes" to the nepotism question above, provide the related person's name, department they currently work in at the City, and their relationship to you.
- Are you a veteran who is requesting Veterans' Preference Points? If yes, complete and attach to your application the Veterans Preference Form and your DD-214 showing discharge type.
  - No
- 8. The City of Minneapolis provides applicant notifications and status updates electronically.

### 13.43 - Personnel Data





### Job Specific Supplemental Questions

, J Kueng I

1.	How did you find out about this position? (Select all that apply)
	13.43 - Personnel Data
2.	Please specify where you heard about this position (e.g., website name, City of Minneapolis employee name, job fair,
-	professional association).
	13.43 - Personnel Data
3.	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 as an MPD Officer. Do
3.	you understand and are you able to commit to this expectation?
	13.43 - Personnel Data
	During your time in the Police Cadet program, you will be put through a rigorous physical fitness program and be
4.	expected to reach academy fitness standards in order to be considered for promotion to Police Officer. Do you
	understand and are you able to commit to this expectation?
	13.43 - Personnel Data
5.	Applicants who have already taken and passed the Board of POST Licensing Exam or other state equivalent are NOT
	eligible for the Cadet position. Have you ever taken and passed the POST Licensing Exam or other state equivalent?
	13.43 - Personnel Data
6.	Have you applied with the City of Minneapolis in the past 3 years and been disqualified for intentional falsification or
	misrepresentation of information or material used for selection or employment purposes? (Civil Service 6.12F)
	13.43 - Personnel Data
7.	Do you or will you have an Associate or Bachelor's Degree from a regionally accredited college or university by July 30, 2018?
	Yes, I will have an associate or bachelor's degree from a regionally accredited college or university by July 30, 2018.
8.	Will you be at least 18 years of age by November 1, 2018?
0.	
	13.43 - Personnel Data
9.	12 42 Dorooppol Doto
12	13.43 - Personnel Data
10.	Do you currently live in the City of Minneapolis?
	13.43 - Personnel Data
11.	Have you ever been a Minneapolis Police Reserve or Explorer?
	No, I have not been a Minneapolis Police Reserve or Explorer.
12.	Are you a citizen of the United States? (MN POST Rqmt.)
	13.43 - Personnel Data
13.	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
14.	Have you ever been convicted of any state or federal narcotics or controlled substance law? (MN POST Rqmt.)
	13.43 - Personnel Data
15.	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 Rgmt.)
	13.43 - Personnel Data
16.	Have you ever been convicted as an adult for any of the following offenses: a) Presenting false claims, b) Medical assistance fraud, or c) Theft? (MN POST Rgmt.)
	13.43 - Personnel Data
32	Have you ever been convicted as an adult of: a) Assault in the 5th degree, and/or b) Domestic assault? (MN POST
17,	Ramt.)
	13.43 - Personnel Data
	Have you ever been convicted as an adult of any of these offenses: a) Mistreatment of residents/patients, b) Abuse,
18.	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
19.	Have you ever been convicted as an adult of prostitution related prohibited acts? (MN POST Rqmt.)
	13.43 - Personnel Data
20.	Are you able to fluently speak, write, and understand any of the following languages? (Check all that apply)
	None of the above
21,	List all of your traffic offenses in the last 10 years including DWI. Do not include warnings. If so, list why, when, and the
	outcome (also are you on probation unsupervised/supervised?).
	13.43 - Personnel Data

J Kueng ,	J	K	Jeng	
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- 22. List all of your criminal offenses in the last 10 years including if you were listed as a suspect and never charged. If so, list why, when, and the outcome (also are you on probation unsupervised/supervised?).
   13.43 Personnel Data
   23. Have you been listed as a plaintiff or defendant in any civil litigation (lawsuit) in the last 10 years? Explain.
- 13.43 Personnel Data
  - 24. Have you been suspended, terminated or resigned in lieu of termination in the last 10 years from employment? If so, list why, when, and the outcome.
    - 13.43 Personnel Data
- 25. I understand that giving false information at any time throughout this examination will result in disqualification from this examination.

The following terms were accepted by the applicant upon submitting the online application:

Please review your application to ensure that all sections have been completed. Incomplete applications will not be considered further. Although completing the demographics section is not required, we are requesting this data to help us measure our diversity efforts.

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.

By clicking on the "Accept" button, I hereby certify that every statement I have made in this application is true and complete to the best of my knowledge. I understand that any false or incomplete information could result in the rejection of my application or dismissal if I am hired. I understand that if I do not fully complete the online application sections that my application may be considered incomplete and not further considered. I understand that I may be required to verify any and all information given on this application. I understand that I will have to produce documentation verifying identify and employment eligibility in the U.S. I understand that the City of Minneapolis may contact prior employers and other references.

This application was submitted by J Alexander Kueng on 13.43 - Personnel Data

Signature

Date

MEDEV MR IAN 082018



## HIRE/PERSONNEL ACTION FORM

Employee	Information	
Kueng, J Alexander	State:	Zip: 13.43
	Ethnicity:	13.43
	formation	
13.43 - Personnel Data 02350C	Job Class:	Community Service Officer
12/18/17 Police	Pay Rate:	\$17.51
Police 2017-00094	Job Term:	Part-time
EEID 003897 Badge 3897		
Additional	Information	
Reason:	Hire, No	ew Hire - Regular
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ibution % - 2:		
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2:		
Date:		
Date:		
	Kueng, J Alexander 13.43 - Personnel Data 13.43 - Personnel Data 02350C 12/18/17 Police Police 2017-00094 EEID 003897 Badge 3897 Additional Reason: ibution % - 1: ibution % - 2: 1: 2: Date:	State:13.43 - Personnel DataState:Hire Information13.43 - Personnel Data02350CJob Class:02350CJob Class:12/18/17Pay Rate:PolicePolice2017-00094Job Term:EEID 003897 Badge 3897IIAdditional InformationReason:Hire, Not1100ibution % - 1:100ibution % - 2:11:00100402:2:Date:

Printed on December 08, 2017

1/1

Candidate Information         First Name       Middle Name       List Name         J       Alexander       Kueng         Date of Birth       Marital Status       Social Security Number         Ethnicity       Gender       13.43 - Personnel Data         Ethnicity         Contacts         Primary         Contact Name (First & Last)         Relationship to Employee         13.43 - Personnel Data         State       Zip         13.43 - Personnel Data         State       Zip         13.43 - Personnel Data         State       Zip         13.43 - Personnel Data         Phone (include area code)         Secondary         Oriver's License Information         Driver's License Information         Date		Minneapolis Polic	e Department	
J     Alexander     Kueng       Date of Birth     Marital Status     Social Security Number       Ethnicity     Gender     13.43 - Personnel Data       Ethnicity       Ethnicity       Gender       13.43 - Personnel Data       State Security Number       Contacts       Primary       Contacts       Primary       Contacts       State State		Candidate In	formation	
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12/18/17 3897 003897	12/18/1-	7 3897	1223	897

FLED BY M R JAN

08

### Please type or print - must be legible

The above information is necessary to expedite the hiring process in the event you are selected for a final job offer. By completing this form it does not promise and/or imply a final job offer. Final job offers will be made if you successfully pass all pre-employment exams. If you do not receive a final offer, this information will be destroyed.

MPD HR use only

## 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.

Job Title: CSO	Department/Division:	Minneapolis	Police
Signature: A. Oluera	Date: 11/26/17		

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

# FLED BY M R JAN 082018

## ELECTRONIC VERSION OF THE MPD POLICY & PROCEDURE MANUAL

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:	J. Alexander Kvengr (Please print)	
SIGNED:	J. Durg	
BADGE/E	EMPLOYEE #: 3897	
DATE:	11/26/17	

## MINNE . OLIS POLICE CADET LOAN AGRE ... EN FLED BY MH AUG 1 6 2019

THIS AGREEMENT, entered into this <u>19th</u> day of <u>February</u>, 2019, by and between the City of Minneapolis (hereinafter called the "City") and <u>J. Alexander Cuerg</u> (hereinafter called Police Cadet).

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

WHEREAS, the City is willing to assist people to become P.O.S.T. 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 \$12,364.80 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 P.O.S.T. training education and training program is \$12,364.80.
- The City agrees to lend up to \$12,364.80 to the Police Cadet to cover the costs of tuition. The POLICE CADET agrees to borrow up to \$12,364.80 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 12,364.80 loan shall be reduced by \$343.46.22. At the end of the three full years of service working as a Minneapolis police officer, the entire \$12,364.80 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.

J. Alexander Kuchg	02/19/19	J. Muerey	3897
Cadet - Print Name	Date	Signature	Badge
- 11		- 11	
Drian Anderson	3/4/19	K- Not	0091
Pre-Service Training Lieutenant	Date	Signature	Badge
Adrian Infanke	2/20/14	6-12	2/22/19
Academy Sergeant	Date	Signature	Badge

Revised 2/05/2019

1001296

## FLED BY MR JAN 082018

Police Department – Medaria Arradondo, Chief of Police 350 S. Fifth St. - Room 130 Minneapolis, MN 55415 TEL 612.673.3000

www.minneapolismn.gov

November 22, 2017

Minneapo

City of Lakes

### J Kueng

### 13.43 - Personnel Data

Dear J,

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

**Salary**: Your starting salary will be Step 1 of the approved salary schedule for this position: \$17.50 per hour. City employees are paid bi-weekly. You will receive your first partial paycheck on January 5, 2018.

Benefits: you will receive benefits as dictated by City policy and existing law. This will be further discussed in the first week of academy.

**Union:** Your job classification is represented by the **AFSCME Local #9.** Their main number is 612-581-3840. You can review your contract at <u>www.minneapolismn.gov/hr/laboragreements</u>.

**Orientation:** The Community Service Officer Academy is three full weeks of training. On Monday, December 18, 2017, please report to the MPD Strategic Operations Center located at 4119 DuPont Avenue North, Minneapolis. Orientation begins at **0800 hours**. Arrive in business attire no later than 0745.

Human Resources Representatives will be in attendance on your first day to provide you with helpful information, to answer questions, and to complete the remainder of your employee paperwork.

Identity verification and employment eligibility to work in the United States is 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 <u>www.newl9.com</u> to complete section 1 of the I-9 Form
- User employer code <u>11468</u>
- You will see a link for instructions once you have signed in

Please note that you are also required to present the <u>original documents (i.e. Driver's License and SS Card</u> <u>or Passport</u>) to prove your identity and authorization to work in the United States on your first day of employment. Human Resources Representatives will be in attendance on your first day to verify your documents(s). 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 through Friday from 0800 to 1600, but may 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. Department and personal paid items shall be obtained from Keeprs located at the address below. Department issued items will be issued by Sgt. Infante during the Academy. To ensure expedited service from Keeprs, all applicants shall call Keeprs to schedule an appointment for one of the following dates: December 4<sup>th</sup>, 6<sup>th</sup>, and 7<sup>th</sup>.

Keeprs Uniforms 2806 Fairview Ave. N Roseville, MN 55113 651-288-5199

Contact: If you have questions or concerns, feel free to call Sergeant Adrian Infante at (612) 673-5779.

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

Sincerely,

Commander Gerald Moore

Operations and Administration Minneapolis Police Department

Enclosure: Required Equipment for Minneapolis Community Service Officers

Cc: Employee Personnel file Department HRIS Administrator

I, J Kueng accept the job offer of Community Service Officer as outlined in this letter. I also acknowledge the Community Service Officer position is not a permanent and long term position with the City. I understand that I have up to three years to meet Police Officer qualifications to be considered for promotion.

Date

## **Training Records**

Training History for: J Kueng Employee Id: 003897 Total Continued Education Credits: 30.0 Total Instructor Credits: 0.0

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

		Course	Start Date	End Date	Grade	Continued Education Credits	Instructor Credits	Make	Model	Seria #	Commen
Ec	lit Delei		2/11/2020	2/11/2020	Not D Applicab						
Ed	it Delet		2/10/2020	2/10/2020	Not Applicabl	e 7.00					
Edi	t Delete	2020 Annual Semi- Automatic Handgun and Gas Mask Fit Testing, Janaury - February, Multiple dates	1/14/2020	1/14/2020	PASS	1.00					
Edii	Delete	2019 X-CEL Energy Active Shooter Exercise, December 14, 2019	12/14/2019		Not						
Edit	Delete	2019 Procedural Justice III for Cadets	12/12/2019		Not					3	***Academy
Edit	Delete	2019 SFST Training Program for Cadets (Nov	11/4/2019	11/5/2019	Not					×	**Academy
_	Delete	2019 Introduction to PIMS for Cadets (Aug 19-22)	8/19/2019		Not Applicable					*	*Academy
Edit	Delete	2018 PIMS Basic Training-	5/22/2018	5/22/2018		8.00					ourse

http://appwfdprod/wfd/EventManagement/EmployeeTrainingHistory.aspx?header=false&... 5/26/2020



### DISCHARGE, SUSPENSION OR INVOLUNTARY DEMOTION FORM

Minneapolis

Please enter the requested infor	mation directly into the	form and provide a cop	y to the employ	vee on	ce completed and s	igned.			
Employee Name: J. A. Kueng					Employee ID: 003897				
Job Title: Officer				Job Code:					
Department: Minneapolis	Police Departme	ent							
Is this employee a Veteran?	🗌 Yes 🗌 No [	Unknown							
Has this employee passed pr	robation? 🔳 Yes	🗌 No							
NATURE OF ACTION:									
Discharge:	Effective Date: May 2	26, 2020		At	16:45	🗌 a.m. 🔳	p.m.		
Probationary Release:	Effective Date:			At		🗌 a.m. 🗌	p.m.		
Suspension without pay:									
Total Working Days	(or hours):								
Beginning on:		End	ling on:						
Demotion:									
🗌 Permanent – Effe	ctive Date:								
🗌 Temporary – Begi	nning on:	End	ing on:						
Demoted to:									
Job Title:	Job Code:	at the following	g hourly rate o	of pay	or annual salary:	\$			
REASON(S) FOR THIS ACTIO	N: (Check applicable b	ooxes below and attach	h Letter of Det	ermina	ation that includes :	specific violation	is)		
■Violation of <u>Civil Service C</u>	ommission Rule 11.03	<u>3</u> – Subdivision:							
A. Substandard Performance 11.03 A. 1									
B. Misconduct		11.	03 B. 13, 19, 2	20					
■Violation of the Departmen	t Rule(s), Law(s), Ordi	inance(s), or Regulat	ion(s) MPD P 5-300, 1	/P Sec 5-301	ctions 5-102.01, 5- 5-304, 5-305	105, 5-303.01, 5	5-303,		
			Course of Colds		de la contrata				

### NOTICE TO CLASSIFIED EMPLOYEES OF LEGAL RIGHTS

### DISCHARGE AND PROBATIONARY RELEASE AND SUSPENSION AND INVOLUNTARY DEMOTION

Probationary Employees – Employees, including veterans separated from the United States military service under honorable conditions, who have not passed an initial hiring probationary period do not have a right to a hearing before the Civil Service Commission (CSC).

Veteran Employees (Permanent) - Employees holding a permanent position with the City or Park Board of Minneapolis, and who is a veteran separated from the United States military service under honorable conditions and who has passed an initial hiring probationary period, has a right to a hearing prior to discharge from employment or involuntary demotion. Temporary employees who are veterans do not have a right to a hearing.

Permanent Non-Veteran Employees have a right to a hearing by the CSC upon written request. Non-veterans who have passed probation are permanent employees.

Disciplinary Suspension or Demotion - Employees may be suspended without pay for disciplinary reasons for periods not to exceed 90 calendar days. Suspensions of 31 to 90 calendar days may be appealed by the employee to the CSC.

Employees may be demoted for disciplinary reasons and/or for substandard performance, either temporarily (up to 180 days) or permanently. Permanent employees may appeal any permanent demotion and/or salary decrease.



DISCHARGE, SUSPENSION OR INVOLUNTARY DEMOTION FORM

### NOTICE TO CLASSIFIED EMPLOYEES OF LEGAL RIGHTS continued

### REQUESTING A HEARING

**IMPORTANT:** The employee should refer to the Civil Service Rules and/or the appropriate labor contract to determine what, if any, appeal rights he or she may have. The employee may choose whether to appeal this action through the Civil Service Commission or through processes available through a labor contract, but may not appeal through both.

**Requesting a Hearing:** Non-Veterans - A written request for hearing must be postmarked or received by the Civil Service Commission within 15 calendar days from the date disciplinary action was provided to the employee. The 15 days are counted from the first day after the notice was provided to the employee. If the 15<sup>th</sup> day falls on a Saturday, Sunday, or legal holiday, the request may be served on or before the following business day. The date of postmark must be within that 15-day period. The request for a hearing may be accompanied by the employee's statement of his or her version of the case.

**Requesting a Hearing: Veterans** - A written request for hearing must be received by the Civil Service Commission within 30 calendar days of receipt by the employee of the notice of intent to discharge. The 30 days are counted from the first day after receipt of the notice by the employee. If the 30th day falls on a Saturday, Sunday, or legal holiday, the request may be served on or before the following business day. The request for a hearing may be accompanied by the employee's statement of his or her version of the case. A failure to request a hearing within the provided 30 day calendar period constitutes a waiver of the right to a hearing.

### ALL REQUESTS FOR A HEARING AND APPEALS MUST BE MAILED WITHIN THE REQUIRED TIMELINES TO:

Minneapolis Human Resources Department/Civil Service Commission 250 South 4th Street, Room 100 Minneapolis, MN 55415

### NOTIFICATION TO EMPLOYEE:

The employee was given an opportunity to respond to the written charges at a pre-determination meeting held on: Date:

The employee failed to appear at the pre-determination meeting.

A copy of this form and relevant accompanying information was given to the employee on <u>May 26, 2020</u>.
A copy of this form and relevant accompanying information was sent by US mail, to the employee's address of record provided by employee.

Signature of Department Head:

Date: May 26, 2020

Signature of Person Mailing/Delivering Notice:

Date: May 26, 2020

Entered into COMET-HR by:

Date:

## FILED BY MRMAR . 9 2018

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

THIS AGREEMENT, entered into this <u>19</u>th day of <u>December</u>, 20<u>17</u>, by and between the City of Minneapolis (hereinafter called the "City") and <u>5. Alexander looks</u> (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.

J. Alexander Kurg

Printed Name Applicant for Police Community Service Officer (CSO)

**CITY OF MINNEAPOLIS** 

Signature

CSO Sergeant

Pre-Service Training Lieutenant

### Community Service Officer Education Plan Policy ED BY M RMAR 9 2018 Minneapolis Police Department

### 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 4.0point 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.

Alexander Kues Community Service Officer's printed name

Community Service Officer's signature

Minneapolis Police Department Representative

12/18/17

Date

Cc: CSO Supervisor Personnel File

## UNIVERSITY OF MANESOTA OFFICE OF THE REGISTRAR

# TR...NSCRIPT RECORD



## Transcript Key

### Academic calendar

The semester system started Fall 1999 for all University of Minnesota campuses. Prior to Fall 1999 the University used a quarter system with these exceptions: Law school started on semesters Fall 1981, and some College of Continuing Education courses were taught on a semester calendar but the credits reported as quarter credits.

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1000 to 1999 primarily for undergraduates in first year

2000 to 2999 primarily for undergraduates in second year

3000 to 3999 primarily for undergraduates in third year

300 to 4999 primarily for undergraduates in fourth year, may be applied to a Graduate School degree with approval by the student's major field and if taught by a member of the graduate faculty or an individual authorized by the program to teach at the graduate level

5000 to 5999 primarily for graduate students but third and fourth year undergraduates may euroll

6000 to 7999 for post-baccalaureate professional degree students

8000 to 9999 for graduate students

### Prior course numbering systems

For Fall 1970 through Summer 1999 (course numbering prior to 1970 is noted in parentheses):

0000 to 0999 noncredit courses

1000 to 1999 (01 - 49) introductory courses primarily for freshmen and sophomores 3000 to 3999 (50 - 99) intermediate courses primarily for juniors and seniors 5000 to 5999 (100 - 199) advanced courses for juniors, seniors, and graduate students 8000 to 8999 (200 and higher) for graduate and professional school students

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Starting Fall 1999 - units are semester credit

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An asterisk (3) indicates graduate credit taken though College of Continuing Education (Continuing Education and Extension prior to Fall 1999)

University of Minnesota, Duluth

Duluth, MN 55812-3011

Dept of Educ Inst ed: 002358

218-726-8000

184 Dorland Administration Building

### irading policy (complete)

Available online at policy.umn.edu/Policies/Education/Education/GRADING TRANSCRIPTS.html

### Campus Records office locations:

University of Minnesota, Crookston 9 Hill Hall Crookston, MN 56716-5001 218-281-8548 Dept of Educ Inst ed: 004069

### Grading definitions

A - achievement that is outstanding relative to the level necessary to meet course requirements

B - achievement that is significantly above the level necessary to meet course requirements

C-achievement that meets the course requirements in every respect

D - achievement that is worthy of credit even though it fails to meet fully the course requirements

E - achievement that is significantly greater than the level required to meet the basic course requirements but not judged to be outstanding

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NR - grade not reported

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P - achievement designating passing work

Q - achievement designating passing work

R - a course related registration symbol

S - achievement that is satisfactory, which is equivalent to a C+ or better for undergraduate students (C or better on the Duluth campus). Graduate and professional programs may establish higher standards for earning a grade of S. T-test credit

V - registration as an auditor or visitor (a non-grade non-credit registration) W - entered by the registrar's office when the student officially withdraws from a course after the second week

X - reported by the instructor for a student in a sequence course where the grade cannot be determined until the sequence is complete - the instructor is to submit a grade for each X when the sequence is complete.

Y - assigned from Fall 1929 to Summer 1959 to indicate the student canceled while doing passing work

Z-assigned from Fall 1929 to Summer 1959 to indicate the student canceled while doing failing work

On the Twin Cities campus from Fall 1972 through Summer 1977 and on the Morris campus from Fall 1972 through Summer 1985, the official University transcript included only positive academic achievements. Courses in which the student received a grade of N or a registration symbol of I or W did not appear on the transcript.

University of Minnesota, Twin Cities

130 West Bank Skyway OF. Minneapolis, MN 55455

University of Minnesota, Rochester 111 South Broadway Rochester, MN 55904 507-258-8457 Dept of Educ Inst ed: 003969

The University of Minnesota, Waseca campus closed in 1992. For information on Waseca student transcripts, contact a

TO TEST FOR AUTHENTICITY: Translucent globe icons MUST be visible from both sides when held toward a light source. The face of this transcript is printed on burgundy SCRIP-SAFE\* paper.

ADDITIONAL TESTS: The institutional name and the word COPY appear on alternate rows as a latent image. When this paper is touched by fresh liquid bleach, an authentic document will stain brown. A black and white or color copy of this document is not an original and should not be accepted as an official institutional document. This document cannot be released to a third party without the written consent of the student. This is in accordance with the Family Educational Rights and Privacy Act of 1974. If you have any questions about this document, please contact the appropriate campus records office (see above). ALTERATION OF THIS DOCUMENT MAY BE A CRIMINAL OFFENSE! 16195516

SCRIP-SAFE" Security Products, Inc. Cincinnati, OH

### Grade/Numeric Point Average formula

Effective Fall 1997, grade point values were standardized for the University. All units except Law use: A = 4.000, A- = 3.667, B+ = 3.333, B = 3.000, B- = 2.667, C+ = 2.333, C = 2.000, C- = 1.667, D+ = 1.333, D = 1.000, F = 0.000, I = 0.000, K = 0.000, X = 0.000. Effective Fall 2004, the Twin Cities campus Law School uses University standard grading, with the addition of A+ = 4,333 and excluding D+.

Before 1997, most units did not use +/-. But the Duluth campus and the School of Management used: A = 4.0, A = 3.6, B = 3.3.

B = 3.0, B- = 2.6, C+ = 2.3, C = 2.0, C- = 1.6, D+ = 1.3, D = 1.0,

F = 0.0 and the Twin Cities General College used A = 4.0.

A-=3.6, B=3.2, B-=2.8, C+=2.4, C=2.0, C-=1.6, D=1.2, D-=0.8, F=0.0 Prior to Fall 2004, the Twin Cities campus Law School used a numeric rather than a grade point average for the juris ductor (J.D.) degree program. Grades ranged from 4-16 points based on the following: 14-16: Excellent/Outstanding: 11-13: Substantially better than average; 8-10: Minimally acceptable: 5-7: Inadequate (credits count towards degree completion, and NPA); 4: Failing; 0: Nonperformance. Classes for which a 0 grade was earned are not included in NPA calculation. Grades earned in the LL.M. (Master of Laws) program were: A=4.00, B=3.00, C=2.00, D=1.00, F=0.00. No +/- distinctions are given.

### Symbols following course numbers

C - certificate credit

- E on Duluth campus, registration in Continuing Education, or
  - on Twin Citics campus, an MBA course
- G honors course for extra credit
- H honors course

J-evening MBA course for extra credit

K - evening MBA course by independent study

L - honors course by independent study

M - extra credit by independent study

Q - evening MBA extra credit by independent study

- R honors extra credit by independent study
- S semester registration (pre-1999)
- T semester honors course (pre-1999)
- U special term course taken for extra credit
- V honors and writing intensive
- W writing intensive
- X extra credit
- Y independent study
- Z special term registration

#### Additional notations

Canceled means that all course registration was canceled (i.e., dropped) before the end of the second week of the term.

Degree with distinction indicates graduation with high GPA; degree with (laude) indicates completion of honors program.

Second Language Proficiency means demonstrated intermediate proficiency in reading, writing, listening, and speaking,

### For more information, visit www.umn.edu

University of Minnesota, Morris 333 Bruininks Hall 212 Behmler Hall Minneapolis, MN 55455 Morris, MN 56267-2132 612-624-1111 320-589-6030 Dept of Educ Inst ed: 00.3969 Dept of Educ Inst cd: 002389

612-624-1111

or 130 Coffey Hall St. Paul, MN 55108 612-624-1111



13.43 - Personnel Data

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13.43 - Personnel Data

Date:	06/14/2017
ID:	13.43

### **J Kueng**

Mail To: Jeff Kading Minneapolls Police Department fax 612-673-2190

### MOST RECENT ACADEMIC PROGRAM(S):

INSTITUTION	COLLEGE	ACADEMIC PLAN		AN <u>SI</u>	JBPLAN	DEGREE SOUGHT
Twin Cities	College of Liberal Arts		Soc of Law/Crir Major	ninol/Devianc BA		BA
ENROLLMEN	T STATUS:					+
TERMAYEAR	TERM DATES	INSTITUTION	COLLEGE	ACADEMIC LEVEL		IOTALITEEM ACADEMIC LOAD
Fall 2016 Spring 2017 Fall 2017	09/06/2016-12/22/2016 01/17/2017-05/13/2017 09/05/2017-12/21/2017	Twin Cities Twin Cities Twin Cities	CLA CLA CLA	Sophomore2 Junior Junior2	Full-Time Full-Time 3/4.Time	Pull-Time Full-Time 3/4 Time
UNIVERSITY	OF MINNESOTA CUN	ULATIVE UN	ITS AND GPA			
CAREER LEV Undergradua		I	13.43	- Personnel	Data	
MOST RECEN	NT ACADEMIC LEVEL	.(S):				4
Twin Citles/R	ochester	College	of Liberal Art	s	Junior 2nd Term	
UNIVERSITY	OF MINNESOTA DEG	REES GRAN	TED:			

No Degree Granted

Jeff Kading Minneapolis Police Department fax 612-673-2190



UNIVERSITY OF MINNESOTA OFFICE OF THE REGISTRAR

SUSAN VAN VOORHIS, REGISTRAR UNIVERSITY OF MINNEBOTA TWIN CITIES

Page 1

Name: Kueng, J. Alexander SSN:



Minneapolis Community and Technical College Undergraduate Academic Record 1501 Hennepin Ave Minneapolis MN 55403

Date of Issue: 06/16/2017 Page: 1 of 1 Student Campus ID - 0 - 4 0

### UNOFFICIAL



SSN	13.43
	SSN

# Minnespalis Community and Technical College Undergreduate Academic Record 1501 Hennepin Ave Minnespalis MN 55603

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15.	Undergreduate A 1501 Henn Minnespolis	epin Ave	Date of Issue: 06/1 Studen	0/2014 t Campus	10: 13.	.43
Subj Nbr Title	Course Credit GPA GPA Credit Grade Earned Credit Pts	Subj Nbr Title	Course Credit Grade	Credit Earned	GPA Credit	GP
Monroe College-Kain Campus F 12 BL 101 Business Low I F 12 IT 103 Intra to Info Processing F 12 LA 122 Fundamentals of Communica F 12 MG 101 Introduction to Business	13.43 - Personnel Data					
##### Kinneapolis Community and Techn Spring 2013 Tojor: Crisinal Justice Studies Freshman ENGL 1110 College Engl 1						
PSYC 1110 General Psychology READ 1300 Critical Read/Acade/lexts MATH 0070 Introductory Algebra 13.43 - Pers						
Fall 2013 Sophomore PRIL 1171 Ethics SDCI 1106 Sociology of Deviance PRIL 2110 Logic	13.43 - Personnel Data					
13.43 - Perso	onnel Data					
13.43 - Pers	onnel Data					



MONROE COLLEGE OFFICE OF THE REGISTRAR **2501 JEROME AVENUE** BRONX, NEW YORK 10468 (718) 933-6700

### www.monroecollege.edu

### ACCREDITATION

Monroe College is accredited by the Middle States Commission on Higher Education, 3624 Market Street, Philadelphia, PA 19104 (Telephone: 267-284-5000). The Middle States Commission on Higher Education is an institutional accrediting agency recognized by the U.S. Secretary of Education and the Council for Higher Education Accreditation. Additional programmatic accreditations can be found on the Monroe College website.

### **HISTORY OF THE COLLEGE**

Monroe College was founded in 1933 as the Monroe Business Institute. In 1990, the name was changed to Monroe College after being accredited by the Middle States Commission on Higher Education.

### LEGEND

GRD Grade ACRD **Credits Attempted** CCRD Credits Farned GRDPT Quality Points **Repeated** Course

### SEMESTER HOUR

Monroe College records all credits in terms of semester hours.

### COURSE NUMBERING

Less than 100	Remedial
100-400	Undergraduate Level
500-599	Graduate Foundation
600-800	Graduate Level

### **GRADING SYSTEM**

The following grades are included in the calculation of grade point averages:

		the second s
GRADE	DESCRIPTION	QUALITY POINTS PER HOUR
A	Excellent	4.0
B+	Very Good	3.5
В	Good	3.0
C+	Above Average	2.5
С	Average	2.0
D+	Below Average	1.5
D	Poor	1.0
F	Failure	0.0
AW	Administrative Withdrawal	0.0
L	Incomplete	0.0

The following grades are not included in the calculation of grade point averages:

- AU Audit (No academic credit is assigned)
- P Satisfactory Completion
- PL **Prior Learning Credit**
- PR **Proficiency Credit**
- Repeat R
- **Transfer Credit** TR
- UW Unofficial Withdrawal
- W Official Withdrawal

BRONX CAMPUS	WESTCHESTER CAMPUS	ST. LUCIA CAMPUS
2501 Jerome Avenue	434 Main Street	P.O. Box CP5419
Bronx, NY 10468	New Rochelle, NY 10801	Barnard Hill
		Castries, St. Lucia

Note: The Family Educational Rights and Privacy Act of 1974 prohibits disclosure of transcript data to third parties without written authorization from the student.

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MONROE COLLEGE . MONROE

COLLEGE . MONROE COLLEG

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SCRIP-SAFE Security Products, Inc. Cincinnati, OH

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ble online at policy.umn.edu/Policies/Education/Education/GRADING TKANSCRIPTS.html

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W - writing intensive

- X-extra credit
- Y independent study
- Z-special term registration

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Second Language Proficiency means demonstrated intermediate proficiency reading, writing, listening, and speaking,

#### For more information, visit www.umn.edu

Camous Records of	Tice locations:			U	niversi	ty of Minnesota, Twin	Cities			
	sota, Crookston 16-5001	University of Minnesota, Duluth 1841 Darland Administration Building Duluth, MN 55812-3011 218-726-8000 Dept of Educ Inst ed: 002388	University of Munesota, Morris 212 Behnler Hall Morris, MN 56267-2132 320-589-6030 Dept of Educ Inst ed: 002389	333 Bruininka Hall Minneapolis, MN 55455 612-624-1111 Dept of Educ Inst ed: 003969		130 Coffey Hall St. Paul. MN 55108 612-624-1111	or	130 West Bank Skyway Minneapolis, MN 55455 612-624-1111	University of Minnesota, Rochester 111 South Broadway Rochester, MN 55904 507-258-8457 Dept of Educ Inst cd: 003969	The University of Minnessia Waveca campus closed in 1992 For information on Wavecr student transcripts, contact a Twin Crites office

TO TEST FOR AUTHENTICITY: Translucent globe icons MUST be visible from both sides when held toward a light source. The face of this transcript is printed on burgundy SCRIP-SAFE\* paper.

ADDITIONAL TESTS: The institutional name and the word COPY appear on alternate rows as a latent image. When this paper is touched by fresh liquid bleach, an authentic document will stain brown. A black and white or color copy of this document is not an original and should not be accepted as an official institutional document. This document cannot be released to a third party without the written consent of the stodent. This is in accordance with the Family Educational Rights and Privacy Act of 1974. If you have any questions about this document, please contact the appropriate campus records office (see above). ALTERATION OF THIS DOCUMENT MAY BE A CRIMINAL OFFENSE! 16195516

SCRIP-SAFE Security Products, Inc. Concinuati, OH

Minneapolis Community and Technical College Undergraduate Academic Record Name: Kueng, J. Alexander 43 Date of Issue: 05/24/2017 Page: 1 of 1 1501 Hennepin Ave Student Campus ID: Minneapolis MN 55403 43 GPA GPA. Credit Course GPA Credit GPA Course Pts Earned Credit Credit Grade Subj Nbr Title Earned Credit Pts Credit Grade Subj Nbr Title Fall 2015 BIOL 1136 Environmental Science Minnesota Transfer Curriculum BIOL 1137 Environ Science Lab 13.43 - Personnel Data 07/25/2016 PSCI 1104 World Politics ENGL 1111 Research/Comp for Change Monroe College-Main Campus UNDG SEMESTER Credits Accepted in Transfer Spring 2013: 13.43 Spring 2016 \*\*\*\*\* Minneapolis Community and Technical College \*\*\*\*\* SPAN 1145 Hispanic Culture & Civili 13.43 - Personnel Data INFS 1000 Inform Literacy/Research Spring 2013 CHEM 1145 Forensic Science 1 Major: Criminal Justice Studies Personnel Data Freshman ENGL 1110 College Engl 1 13.43 - Personnel Data PSYC 1110 General Psychology Summer 2016 READ 1300 Critical Read/Acade/Texts 13.43 - Personnel Data GLOS 1190 World Religions MATH 0070 Introductory Algebra Personnel Data 13 43 13.43 - Personnel Data Undergrad Summary - Semester Hours 13.43 - Personnel Data Fall 2013 PHIL 1171 Ethics 13.43 - Personnel Data SOCI 1106 Sociology of Deviance PHIL 2110 Logic \* \* END OF ACADEMIC TRANSCRIPT \* 13.43 - Personnel Data Fall 2014 Sophomore 13.43 - Personnel Data SOCI 1105 Intro to Sociology PSYC 1110 General Psychology Personnel Data Spring 2015 LAWE 1215 Police and Community 13.43 - Personnel Data ENGL 1110 College Composition CMST 1010 Interpersonal Communicat Personnel Data 43 13 Summer 2015 HLTH 1101 Personal/Community Hlth PHED 1100 Found of Fitness/Health 13.43 - Personnel Data

In compliance with the Family Educational Rights and Privacy Act of 1974, this transcript has been released at the request of the student and may not be released to any other party without written consent of the student.

13.43 - Personnel Data

Registrar A raised seal is not required.

### MINNEAPOLIS COMMUNITY AND TECHNICAL COLLEGE 1501 Hennepin Ave, Minneapolis, MN 55403 612-659-6000 www.minneapolis.edu FICE No. 002362

### A member of the Minnesota State Colleges and University System (MnSCU)

In accordance with the Family Educational Rights and Privacy Act (FERPA) of 1974, as amended, this transcript cannot be released without written request from the student.

### Institutional History

Minneapolis Community and Technical College was created in 1996 when Minneapolis Community College merged with Minneapolis Technical College. Prior to the merge, the names of both institutions underwent changes after their inceptions. This transcript may therefore include any coursework from the following institutions:

- Minneapolis Community College, 1980-1996 tetropolitan Community College, 1972-1980
- Metropolitan State Junior College, 1965-1972
- Minneapolis Technical College, 1987-1996
- Minneapolis Technical Institute, 1980-1987
- Minneapolis Area Vocational Technical Institute, prior to 1980

Coursework from Metropolitan State Junior College prior to 1968, and all coursework from Minneapolis Area Vocational and Technical Institute, will be indicated on a separate transcript. Certain courses from Minneapolis Area Vocational and Technical Institute are recorded in clock hours. One semester credit is equal to 36 clock hours.

### Accreditation

Minneapolis Community and Technical College is accredited by the North Central Association of Colleges and Secondary Schools, Higher Learning Commission. Many specialized

grams also have professional accreditation.

### Academic Calendar/Enrollment Terms

Credits are recorded in quarter hours through Summer Session II 1998. Beginning Fall Semester 1998, credits are recorded in semester hours.

### Grading System and Grade Point Equivalents

A = 4.00

- = 3.00 B
- = 2.00 C
- D = 1.00F
- = 0.00
- = 0.00 No credit (no longer used) N
- NC = 0.00 No credit
- = 0.00 Pass, credit granted P Fall 2000 to present, Pass is equal to C level coursework or higher. Prior to Fall 2000, Pass is equal to D level coursework or higher.
- 1 = 0.00 Incomplete
- W = 0.00 Withdrawal, no credit
- AU = 0.00 Audit, no credit

GPA Calculation: Total grade points divided by total credit hours.

Cumulative GPA: Divide total number of grade points by the total number of credits taken for a grade of A, B, C, D, or F.

### **Course Numbering System**

Semester courses numbered below 1000, and quarter courses numbered below 0100, are developmental and not applicable to any degree or award. Consortium agreements with other institutions are designated as CC 1000. Courses offered by the Continuing Education and Customized Training department are non-credit and are designated as CE or CT.

#### **ADA Statement**

This document can be made available in alternative formats to individuals with disabilities by calling 612,659,6730 (voice) or through the Minnesota Relay Service at 1.800.627.3529.

### Transcript Symbols

- R Repeat
- 11 Repeated course, counted in GPA
- Repeated course, not counted in GPA ()
- Grade not yet submitted; course may be in progress Z
- Developmental; not applicable to degree >
- Exchange course offered by consortium agreement EX (no longer used)
- Advanced standing granted per transfer work (ng. TR longer used)
- V Audit (no longer used)
- Withdrawal while failing (no longer used) WF
- Withdrawal while passing (no longer used) WP
- Grade not submitted (no longer used) 8
- Grade not submitted (no longer used) \*\*

### **Degrees and Awards Granted**

Associate of Applied Science Associate of Arts Associate Degree (no longer granted) Associate of Fine Arts Associate of Liberal Arts (no longer granted) Associate of Science Diploma Certificate

### **Graduation Honors**

Effective Spring 2000, honors are awarded to students w a cumulative grade point average of 3.5 and abu graduating from degree programs. Prior to Spring 2000, all students with a cumulative grade point average of 3.5 and above were eligible to graduate with honors.

MCTC is an equal opportunity educator and employer Revised 08/07/2015

TO TEST FOR AUTHENTICITY: The face of this transcript is printed on purple security paper with the name of the institution appearing in white type over the face of the entire document. When photocopied, the words COPY COPY COPY appear over the face of the entire document. A black and white or color copy of this document is not an original and should not be accepted as an official institutional document.

MINNEAPOLIS COMMUNITY AND TECHNICAL COLLEGE . MINNEAPOLIS COMMUNITY AND TECHNICAL COLLEGE . MINNEAPOLIS COMMUNITY AND TECHNICAL COLLEGE
 MINNEAPOLIS COMMUNITY AND TECHNICAL COLLEGE

ADDITIONAL TESTS: Apply fresh liquid bleach to the sample background printed below. If authentic, the paper will turn brown.

The square to the left on an ORIGINAL TRANSCRIPT is printed in thermochromic ink. When rubbed or breathed upon, the ink will fade and then gradually return to normal.

## FLED BY M R JAN 082018

Police Department – Madarla Arradondo, Chief of Police 350 S. Fifth St. - Room 130 Minneapolis, MN 55415 TEL 612.673.3000

www.minneapolismn.gov

### All MPD Personnel:

City of Lakes

### **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. 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 the 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 ot6her 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.

My Best, Medaria Arradondo

Chief

Name J. Alexander Wieng	Employee Number 3897
Signature A. Sulla (Acknowledgement Receipt)	Date 11/26 117

Minneapolis HIRE/PERSONNEL ACTION FORM



Action/Action Reason:	Promotion, Central HR Staff
ate of Birth:	
larital Status:	13.43 - Personnel Data
ary Step:	1
nings Distribution % - 1:	100
rnings Distribution % - 2:	
nbo Code - 1:	001004004320
mbo Code - 2:	
obationary Date:	02/19/2020
ervisor ID (hiring Job Co	de only):

Expected End Date:

Printed on February 20, 2019



### Please type or print - must be legible

The above information is necessary to expedite the hiring process in the event you are selected for a final job offer. By completing this form it does not promise and/or imply a final job offer. Final job offers will be made if you successfully pass all pre-employment exams. If you do not receive a final offer, this information will be destroyed.

MPD HR use only



### (2nd Amended form) DISCHARGE, SUSPENSION OR INVOLUNTARY DEMOTION FORM

City of Lakes	convite the employee area completed a	and signed				
Please enter the requested information directly into the form and provide a Employee Name: J. A. Kueng		Employee ID: 003897				
Job Title: Officer	Job Code:					
Department: Minneapolis Police Department						
Is this employee a Veteran?	I					
Has this employee passed probation?						
NATURE OF ACTION:						
Discharge: Effective Date:	At	🗌 a.m. 🔲 p.m.				
Probationary Release: Effective Date: May 26, 2020	<b>At</b> 16:45	a.m. ■ p.m.				
□ Suspension without pay:						
Total Working Days (or hours):						
	Ending on:					
Demotion:	-					
Permanent – Effective Date:						
Temporary – Beginning on:	Ending on:					
Demoted to:						
Job Title: Job Code: at the follow	ving hourly rate of pay or annual sa	lary: \$				
REASON(S) FOR THIS ACTION: (Check applicable boxes below and at	tach Letter of Determination that inclu	des specific violations)				
Violation of <u>Civil Service Commission Rule 11.03</u> – Subdivision:						
A. Substandard Performance	11.03 A. 1					
B. Misconduct 11.03 B. 13, 19, 20						
■Violation of the Department Rule(s), Law(s), Ordinance(s), or Regu	ulation(s) MPD P/P Sections 5-102.07 5-300, 5-301, 5-304, 5-305	1, 5-105, 5-303.01, 5-303,				
NOTICE TO CLASSIFIED EMPI	LOYEES OF LEGAL RIGHT	<u>s</u>				
DISCHARGE AND PROBATIONARY RELEASE AND	SUSPENSION AND INVOLUNTAR	DEMOTION				
<b>Probationary Employees</b> – Employees, including veterans separated from the Ur an initial hiring probationary period do not have a right to a hearing before the Civil	nited States military service under honorabl					

Veteran Employees (Permanent) - Employees holding a permanent position with the City or Park Board of Minneapolis, and who is a veteran separated from the United States military service under honorable conditions and who has passed an initial hiring probationary period, has a right to a hearing prior to discharge from employment or involuntary demotion. Temporary employees who are veterans do not have a right to a hearing.

Permanent Non-Veteran Employees have a right to a hearing by the CSC upon written request. Non-veterans who have passed probation are permanent employees.

Disciplinary Suspension or Demotion - Employees may be suspended without pay for disciplinary reasons for periods not to exceed 90 calendar days. Suspensions of 31 to 90 calendar days may be appealed by the employee to the CSC.

Employees may be demoted for disciplinary reasons and/or for substandard performance, either temporarily (up to 180 days) or permanently. Permanent employees may appeal any permanent demotion and/or salary decrease.



### DISCHARGE, SUSPENSION OR INVOLUNTARY DEMOTION FORM

### NOTICE TO CLASSIFIED EMPLOYEES OF LEGAL RIGHTS continued

### **REQUESTING A HEARING**

IMPORTANT: The employee should refer to the Civil Service Rules and/or the appropriate labor contract to determine what, if any, appeal rights he or she may have. The employee may choose whether to appeal this action through the Civil Service Commission or through processes available through a labor contract, but may not appeal through both.

Requesting a Hearing: Non-Veterans - A written request for hearing must be postmarked or received by the Civil Service Commission within 15 calendar days from the date disciplinary action was provided to the employee. The 15 days are counted from the first day after the notice was provided to the employee. If the 15th day falls on a Saturday, Sunday, or legal holiday, the request may be served on or before the following business day. The date of postmark must be within that 15-day period. The request for a hearing may be accompanied by the employee's statement of his or her version of the case.

Requesting a Hearing: Veterans - A written request for hearing must be received by the Civil Service Commission within 30 calendar days of receipt by the employee of the notice of intent to discharge. The 30 days are counted from the first day after receipt of the notice by the employee. If the 30th day falls on a Saturday, Sunday, or legal holiday, the request may be served on or before the following business day. The request for a hearing may be accompanied by the employee's statement of his or her version of the case. A failure to request a hearing within the provided 30 day calendar period constitutes a waiver of the right to a hearing.

### ALL REQUESTS FOR A HEARING AND APPEALS MUST BE MAILED WITHIN THE REQUIRED TIMELINES TO:

Minneapolis Human Resources Department/Civil Service Commission 250 South 4th Street, Room 100 Minneapolis, MN 55415

### NOTIFICATION TO EMPLOYEE:

The employee was given an opportunity to respond to the written charges at a pre-determination meeting held on: Date:

The employee failed to appear at the pre-determination meeting.

A copy of this form and relevant accompanying information was given to the employee on A copy of this form and relevant accompanying information was sent by US mail, to the employee's address of record provided by employee.

**Deputy Chief Henry Halvorson** 

i well

Date: May 30, 2020

Signature of Person Mailing/Delivering Notice: Cmdr. Thomas Wheeler/MPD IA

Date: May 30, 2020

Entered into COMET-HR by:

Date: