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# 1997 - 1998 ANNUAL REPORT

## DNR DIVISION OF ENFORCEMENT



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1997/98

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## ***Our Mission***

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**We are committed to serve the people  
of Minnesota by protecting natural resources,  
the environment, and public safety through  
quality education and law enforcement.**

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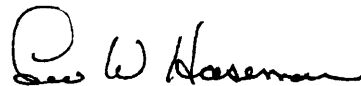
THIS ANNUAL REPORT, our first to the people of Minnesota, is a summary of some of the varied activities which occurred in 1998 within the Department of Natural Resources - Division of Enforcement. The information was compiled by the Division's Information & Education, Operations, and Administrative sections and showcases numerous accomplishments within the Division's various subsections.

This report serves three main purposes. First, it updates the community, outlining the initial directions emerging from Enforcement 2001, the Division's roadmap for the future. Second, it serves as a base of information to those wishing to monitor emerging directions. Third, it provides a description of the scope of work completed by Division employees.

We are very proud of our 1998 accomplishments. Major progress has been made regarding fish and game enforcement, public safety, and staff development. We have set high expectations for 1999, but know we have the people to accomplish the mission. By working together for a common goal we will achieve these objectives.

Our hope is that this annual report will highlight our continued progress and accomplishments, as well as provide you with a clear direction of our plans for the future. The Division of Enforcement is proud of its contribution to the quality of life we all enjoy in Minnesota.

Sincerely,

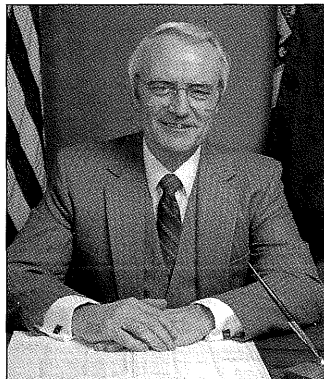


COL Leo W. Haseman  
Director  
Division of Enforcement

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**Dedicated to our friend...**

**Joe Alexander**  
(1923 - 1998)

**DNR Commissioner**  
(1978 - 1990)

...but a Conservation Officer forever.



## ***General Information***

The Department of Natural Resources (DNR)-Division of Enforcement currently employs 202 licensed peace officers to serve the public and protect the natural resources of the State of Minnesota. They are supported by a staff of 34 employees. The Division has its headquarters in St. Paul where it operates 18 law enforcement districts throughout the state.

The DNR Division of Enforcement is the primary law enforcement agency within the State of Minnesota responsible for natural resources and recreational law enforcement.

The Division staff provides regulatory, educational and informational services to a substantial clientele, including:

- **828,000 hunting license purchasers (Calendar Year 1993)**
- **1,200,000 fishing license purchasers (CY 93)**
- **728,000 owners of registered watercraft (CY 93)**
- **205,000 owners of registered snowmobiles (CY 93)**
- **56,000 owners of registered All Terrain Vehicles or ATVs (CY 93)**

The Division consists of three sections: Information and Education, Administrative, and Operations. The Operations Section includes the Aviation Unit, the Special Investigations Unit, and Wetland Enforcement Team.

**The Division  
consists of three sections:**

**Information and Education**

**Administrative**

**and Operations.**

**The Operations Section  
includes the Aviation Unit,  
the Special Investigations Unit,  
and Wetland Enforcement Team.**



## 1. Information and Education Section

**Manager:**  
**M. Dean Holm**

**Goal:** Support the Division's goal of an increased focus upon traditional fish and game enforcement.

### Measures of Achievement

- The fourth Division of Enforcement academy class graduated in July after 12 weeks of intensive training about the state's natural resource laws and how to enforce them. The seven then spent 16 weeks learning from and being evaluated by veteran officers before assuming their new duties. Academy class five is currently in progress.
- Field Training Officer (FTO) training was given to twenty-six officers.
- Defensive and pursuit driving was given to 40 officers.
- Fifteen officers completed field sobriety training.
- Pressure Point Control tactics training was conducted.
- First Aid training was conducted.
- Firearms training and qualification was conducted.



**Goal:** Increase the effectiveness of safety training efforts.

### Measures of Achievement:

- The process is underway to combine the Advanced Hunter Education and Youth Education programs.
- Curriculum development and updating have been completed in Firearms Safety, Advanced Hunter Education (AHE), Bow Hunter Education, and Adult Snowmobile Safety.
- Three AHE & Firearms Safety newsletters were completed and distributed. This has increased the enthusiasm of volunteer instructors.
- The Eddie Eagle program has been partially implemented, and efforts are continuing in the Metro area.
- A computerized system of tracking AHE participants was initiated.

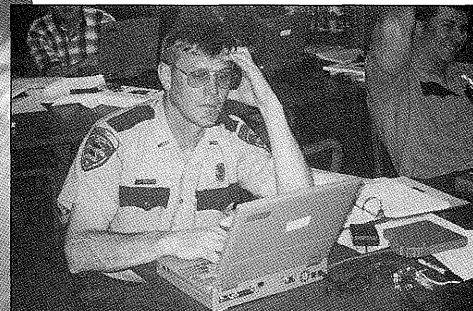
### Goals:

**Support the Division's goal of an increased focus upon traditional fish and game enforcement.**

**Increase the effectiveness of safety training efforts**

**Create a positive working environment through better internal and external communications**

- A partnership among the snowmobile industry, the St. Cloud Highway Safety Center, and the safety education unit was developed, and research into the impact of alcohol consumption on snowmobile driving was conducted. Background checks are now completed on all volunteer instructors.
- Recreational vehicle and firearms accident reporting forms were revised and distributed.
- Required safety training programs were conducted statewide.



**Goal:** Create a positive working environment through better internal and external communications.

### Measures of Achievement

- A training program on essential computer skills was conducted for all Division employees in FY98.
- The public information officer has started the process of improving internal communications and external communications. A communications audit was performed. A communications plan has been developed and implemented. Major communication initiatives were organized for the Fishing Opener and Water Wise Weekend with substantial coverage provided by state and regional media. An enhanced Conservation Officer Weekly Report is now featured in major outdoor publications as well as the general media. The Weekly Report has been added to the DNR webpage. A steady flow of news releases, promotional campaigns, and media opportunities highlighting Division efforts, initiatives, and programs is underway. A quarterly newsletter is in the development stage. The Division has produced its first annual report.
- Communications between the Minnesota Conservation Officer Association (MCOA) and management has improved through the use of the "meet and confer" process and better follow up to MCOA questions and needs.



## 2. Administrative Section

**Manager:**  
**Major Mike Grupa**

**Goal:** Create the information/technology structure for the Division

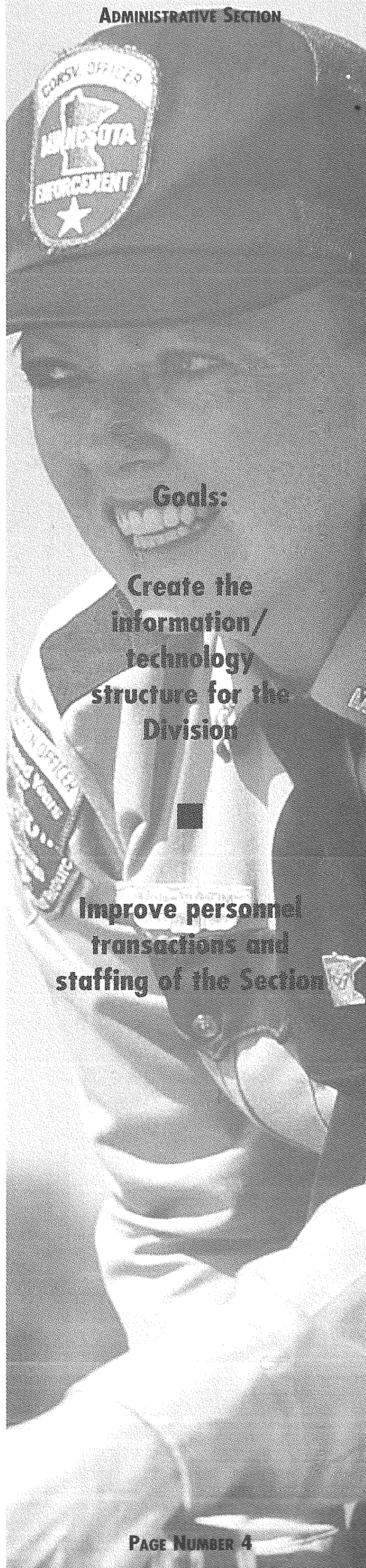
### Measures of Achievement

- A contract was developed and implemented that provides for a comprehensive leasing program for 210 laptops for the Division. The contract provides vastly improved technology, stabilizes budget needs for computer equipment, and reduces actual Division provided technical support. This is the first time a contract of this type has been implemented in Minnesota state government, and is of great interest to other agencies in this state and states with similar needs.
- Computer equipment and capabilities have been utilized more extensively to communicate information to field officer levels on a more timely basis. Staff training will continue to be a priority. Emergency rules have been distributed to officers upon publication. A comprehensive officer activity reporting system has been developed, field tested, and implemented.
- Several new technology processes and equipment items were researched to identify items that would better support field operations including uniforms, cellular phones with modems, radar units, snowmobile and vehicle fleet, case management software, and helmet communications. Simplification and improvement of current practices were identified and implemented where possible. A system was developed and implemented to track research projects and recommendations through implementation stages.

**Goal:** Improve personnel transactions and staffing of the Section

### Measures of Achievement

- The Management Analysis Division of the Department of Administration reviewed current Administrative Section processes and made recommendations for improved delivery of section priorities and responsibilities. The recommendations have been implemented.
- The internal affairs unit has been sufficiently staffed and has solidified unit responsibilities. Officers have received and have been trained on the new directive. Supervisors and Internal Affairs officers have received training on current investigation requirements and case management. Case files have been assembled, brought up



to date, electronically indexed, and properly secured. The discipline review board has been fully implemented and will continue to be utilized to assure consistent findings and fair discipline recommendations within the Division. We are looking forward to timely delivery of employee awards, completion of internal investigations, and new-hire background investigations.

- The arrests and confiscations supervisor position has been filled, and additional data entry staff hired. The improved staffing level has allowed the unit to provide more timely and more efficient support to the Division and the Department. Fixed asset inventory records, license revocation letters, pelted fee payments, sales of confiscated equipment, and entry of violation records are making very significant progress. A new process allowing sales of certain confiscated equipment outside the traditional auction framework was developed and implemented.
- Positions identified as essential to support the Division goals and mission have been identified and have either been filled or are in the process of being filled. Two clerical support positions have been created and filled at the Camp Ripley site. Two separate exam processes for entry level conservation officers were opened, with fourteen conservation officers hired, trained, and assigned to vacant stations. A new shared position with the Parks and Recreation Division was created and filled by one of the conservation officer candidates. Three District Supervisors, an Information and Education Manager, an Internal Strategic Manager, a Regional Supervisor, a Lead Wetlands Enforcement Officer, two Wetlands Enforcement Officers, a Public Information Officer, and a Regional Training Officer were hired. Several positions will need to be filled in the future, including a Task Force Coordinator, five District Supervisors, and 17 field stations.
- The Southeast Asian Conservation Officer scholarship program was developed, and four recruits have been hired into the scholarship program to complete formal peace officer education requirements through Century College. When they have completed their formal education, they will enter our officer training program to become community liaison conservation officers.
- In order to help address the concern that protected class candidates often feel they would be isolated from their community and without a cultural support system if assigned to small towns in greater Minnesota, we are advising candidates where they will be stationed as early in the hiring process as possible, and placing protected class candidates in locations where there is adequate cultural support.



- We made job offers to twenty one candidates, of which six were protected class candidates. Of the thirteen candidates who graduated from the Academy, two were protected class candidates.
- A Hay Study was initiated to assess proper classification for staff covered by the Commissioners Plan and the Managerial Plan.
- Unit leader (Sergeant) classifications have been created and implemented for Field Training Officers (FTO) and Primary Field Training Officers (PFTO) for those Conservation Officers assigned to training and coaching individual Conservation Officer recruits in the field application portion of their formal Conservation Officer training program.

**Goal:** Develop the Administrative Section and provide continuing administrative support to the Division

#### Measures of Achievement

- Regional support staffing has continued to evolve by identifying roles and responsibilities, and distributing workloads at the five work sites to fully support the three region alignment. Administrative processes for time sheets, invoices, MUR's, etc. have been implemented conforming to the three region alignment. Labor distribution entry for field staff has been shifted from the Administrative Section in the central office to regional business offices.
- District, Region, and program budget and personnel information reporting needs have been identified. Timely distribution of the information needs will assist District, Region, and program supervisors to more effectively manage their budget and staff.
- Work planning processes can be implemented and more fully utilized with the system that has been created to document and track work plan and overtime goals. This system complements statewide tracking systems and utilizes state system warehouse data.



### Goals:

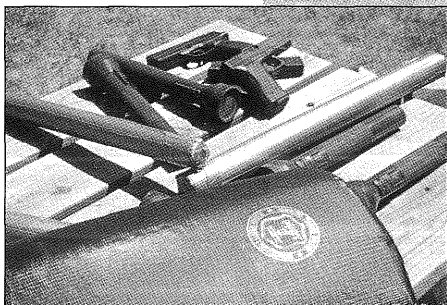
**Develop the Administrative Section and provide continuing administrative support to the Division**

**Improve and update the command and control mechanisms of the Division**

**Goal:** Improve and update the command and control mechanisms of the Division

#### Measures of Achievement

- Staff has been hired to consolidate and update the Division directives program process. The process includes review by the Director's Advisory Board, Division Management Team, and staff specialists. Work on this project will continue into the next biennium.
- The new trespass, snowmobile enforcement grant program, and DWI laws were analyzed and implemented. Processes for appeals to trespass civil citations have been developed and implemented. The snowmobile enforcement grant program was developed and implemented, distributing funds to local law enforcement agencies. Comprehensive training and materials were developed for the new DWI laws and delivered to conservation officers and sheriff's in a series of training sessions. Our partnership with the Department of Public Safety developed an award winning promotional program to educate the public on the vehicle forfeiture provisions of the new DWI law. This partnership has raised the visibility and recognition of conservation officers and set a foundation for future media promotions with the Department of Public Safety.
- Comprehensive lawbooks have been developed, purchased, and printed. Conservation officers will now have better resources for enforcing game and fish, recreation, and environmental regulations.





### 3. Operations Section

**Manager: Major Bill Spence**

**Goal:** Emphasize Fish and Game Enforcement

#### Measures of Achievement

- District Supervisors have coordinated efforts with their respective Fisheries Supervisors, and increases in our efforts to work experimental/special regulation waters have been made.
- Overall effort in fishing enforcement has seen a 50% increase through the end of the second quarter.
- Waterfowl enforcement hours increased 11% over 1996. Citations issued in this activity edged up 16% with written warnings increasing 113%. Arrests for our four designated top priority violations (bait, overlimit, shooting hour violations, closed season) increased by 16%. These figures are all significant. Accomplishing the above was done through a combination of the following: we established and proved effective the concept of a Waterfowl Task Force, moved officers from some of the low waterfowl activity stations to higher activity stations in the Western Region, as well as individually increased our priority effort statewide.



**Goals:**  
Emphasize Fish and Game Enforcement

Promote Public Safety

Create a Positive Work Environment by providing better support to the officers, update needed equipment, provide better supervision, increase communications, maintain overtime allocations, provide quality training, and foster a better union/management relationship

**Goal:** Promote Public Safety

#### Measures of Achievement

- The Division, as a part of the Public Safety goal, established and operated a Personal Watercraft Task Force; excellent media coverage resulted and many educational opportunities were provided.
- A Snowmobile Task Force was again operational and achieved excellent results.
- Increased emphasis on alcohol enforcement resulted in a record number of cases involving alcohol related violations. Alcohol related arrests have increased 11%.
- The Division has joined forces with other agencies to enhance public awareness and increase alcohol violation enforcement through participation in the "Safe and Sober" campaign.

**Goal:** Create a Positive Work Environment by providing better support to the officers, update needed equipment, provide better supervision, increase communications, maintain overtime allocations, provide quality training, and foster a better union/management relationship

#### Measures of Achievement

- Mileage was increased to meet all mileage requests of the officers.
- Equipment acquisitions including digital PBT's, helmet communications devices, snowmobiles, and survival suits for all officers are either completed or underway.
- Overtime allocations have been held at 400 hours and exceeded in some instances.
- Budgets at the district level have increased in several categories such as repairs, communications, and funding for work crews.
- Support positions are being filled to provide better service to CO's.
- The supervisors' span of management has been reduced to provide for more time in the field for supervisors; thus identifying and solving problems sooner.



## Aviation Unit

### Chief Pilot: Captain Jerry Engelbrecht

The Department Aviation Section is under the authority of the Director of the Division of Enforcement with the full time Pilots being licensed Conservation Officers. The part time pilots are from the Division of Forestry.

The major efforts by the Aviation Section included enforcement support to Conservation Officers in the areas of game and fish, environmental, snowmobile and watercraft recreational work crews and several hundred informational/illegal referrals. Additionally, the air section provided invaluable support to major enforcement efforts in special task force operations involving waterfowl, snowmobile and personal watercraft recreation, by identifying illegal activities, recording the activities on video and directing officers to the locations. Air support also played an important role in the locating and recording of illegal activities in protected wetlands and public waters.

Aviation support to Department Wildlife research efforts included moose, timberwolf, bear, and deer telemetry projects and management surveys of moose, elk, deer, waterfowl, eagle, and other game and non-game species. A special study project, utilizing the helicopter, is underway to develop an aerial survey process to assist in the management of the urban deer population in the seven county metropolitan area. In addition, aircraft were used for Forestry timber assessment, insect and disease monitoring, storm damage assessment, and timber resource management.

The Aviation Section also supported wildfire detection and suppression efforts in conjunction with the Minnesota Interagency Fire Center (MIFC). Fire Center missions include arson and fire detection, direct fire suppression, aerial tanker coordination, and transportation of personnel and equipment.

Public safety continued to be a major priority in the areas of search and rescue, assistance to local law enforcement agencies and drug interdiction.

This spring aircraft responded to the major tornado disaster in south central Minnesota by providing aerial mapping and locating hazardous materials.

The Aviation Section is continuing to refine the use of the aircraft global position system (GPS) and the geographic information system (GIS) database to fly precise survey routes, to map locations of surveyed wildlife, to provide maps of survey results, natural disasters and illegal/hazardous environmental sights.

## Special Investigations Unit

The Special Investigations Unit (SIU) of the DNR Division of Enforcement has a current strength of three full time Special Investigators and ten Conservation Officers certified to conduct part time overt and covert wildlife investigations.

SIU is a "plain clothes" unit with general police powers provided in Minnesota Statute 626.84 Subdivision 1 (c). The SIU's mission is to investigate, obtain and document evidence, and prosecute major commercial and/or habitual violators of natural resource laws; coordinate activities between state, federal, and international authorities involved in wildlife crime detection and investigation; and other related tasks as may be assigned. SIU Investigators gather and preserve evidence at the scene of a crime, perform surveillance functions, interrogate suspects, make arrests, and perform other covert and overt investigative functions.

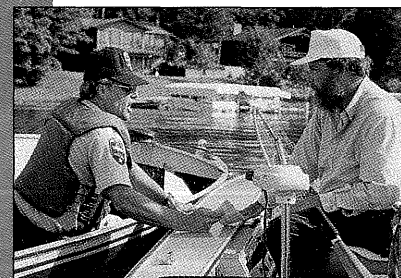
The SIU team leader, a captain, oversees a statewide liaison program consisting of specially trained conservation officers/part-time special investigators assigned district responsibilities. Primary function of this program is to provide SIU support at the district level and offer technical assistance to field level officers concerning commercial wildlife crimes.

The SIU assists local, county, and federal authorities in the investigation of criminal cases in Minnesota and elsewhere. Recently, conservation agents from Minnesota and Indiana as well as the U.S. Fish and Wildlife Service conducted a successful undercover operation. Upon completion of the two year covert operation, teams of wildlife officers served similar warrants for illegally killed bears in Minnesota and deer in Indiana. In the end, the evidence would mean more than \$30,000 in fines among 24 defendants. A cooperative overt investigation involving a Minnesota resident fraudulently purchasing Montana resident big game licenses resulted in fines and penalties exceeding \$25,000. Twenty-nine additional license fraud investigations were conducted against multiple suspects/defendants. The Special Investigation Unit had a 100% conviction rate for cases which were prosecuted.

Aviation Unit

Special  
Investigations  
Unit

Wetland  
Enforcement  
Team



Advanced training with the SIU was emphasized during the past year. Special Investigators attended the Midwest Natural Resources Covert Investigator's Seminar. This program provided valuable insight and training to attendees covering undercover identities, specialized equipment, and national trends associated with the illegal commercialization of wildlife. The training session also afforded SIU Team Leaders the opportunities to plan and develop cost saving cooperative wildlife investigations. Additionally, Investigators often teach classes made up of experienced Conservation Officers as well as Conservation Officer Candidates on subjects including surveillance cameras, report writing, intelligence gathering and various other subjects.

The Special Investigation Unit developed and implemented an Initial Complaint Reporting (ICR) system utilized in conjunction with the 1837 Treaty Response plan. This computerized program for intelligence gathering was designed for Conservation Officers to identify and track potentially dangerous individuals and/or organizations associated with an anti-Treaty/American Indian sentiment. Information was subsequently disseminated to the Bureau of Criminal Apprehension and local law enforcement agencies.

The SIU receives and analyzes annual reports submitted by approximately 2,000 operators licensed to conduct commercial operations in Minnesota. The records are reviewed for accuracy and discrepancies are investigated.

The Special Investigation Unit administers the Division's forensic research and testing program.



## Aviation Unit



## Wetland Enforcement Team

### Wetland Enforcement Team Leader: Captain Perry Bollum

The Wetland Enforcement Officers (WEO) of the DNR Division of Enforcement is under the authority of the Operations Section Manager. There are six full time Conservation Officer positions that have served in this capacity since 1993. The state is divided into six areas, by counties, and each WEO serves as a support person to the field Conservation Officers in their respective area of the state. The Wetland Enforcement Officer position exists primarily to implement and regulate the state Wetland Conservation Act (WCA) as well as other water resource protection programs in Minnesota. These programs ensure the preservation, enhancement, and restoration of our valuable wetland and water resources through professional enforcement, education, communication, and training. Water quality, flood control, fish and wildlife habitat, education, recreation, and commercial benefits are all goals of the wetland unit.

State laws regulating wetlands go back to 1858 when Chapter 73 allowed private corporations to be formed for the purpose of draining lands and creating water privileges. Since that time, over half of Minnesota's wetlands have been lost to drainage.

The Minnesota Wetland Conservation Act, passed in 1991 and administered by the Minnesota Board of Water and Soil Resources, created a "no net loss policy" and provided for mitigation of drained or filled wetlands. This Act also allowed local units of government administrative authority.

Since the WCA Rules were passed in 1993, thousands of acres of wetland have been saved or restored because of the work of Minnesota Conservation Officers. These officers issue a Cease and Desist order to landowners or contractors when the fill or drain of a wetland is discovered. This "stop work order" puts the suspected violator in contact with their Local Unit of Government (LUG) for resolution without paying a fine or going to court. Only when a Cease and Desist, Replacement Order, or Restoration Order is ignored, is a citation issued for a court appearance.

In many cases, WEOs find themselves in the position of organizing and facilitating the efforts of other governmental agencies such as the local Soil and Water Conservation Districts, Minnesota Pollution Control Agency, the Federal Corps of Engineers, and county planning and zoning to expediently resolve an issue for a landowner.

Wetland Enforcement Officers have spent many hours speaking in schools, talking to civic organizations, educating real estate people and training Conservation Officers in an effort to implement the Wetland Conservation Act and protect the lakes and rivers as well as wetlands and ground water in this state for present and future generations.



## An overview of our quality education programs, speciality services and cost-saving measures

Besides being one of the state's oldest law enforcement agencies, the DNR Division of Enforcement is also one of the most diverse. In addition to enforcing state laws, the Division is active in a variety non-law enforcement activities as well.

### Education

#### Enforcement Education Program Coordinator: Captain Jeff Thielen

The Role of Education in the enforcement continuum is administered by the Division's Education section. The Education Section's role in the Division is basically two fold. It exists to support the Conservation Officers in their efforts to provide for the education and safety needs for all ages of the hunting and recreation community in Minnesota. It accomplishes this through the design, monitoring and implementation of a number of programs which are administered by the Conservation Officer. These programs support the Conservation Officers' efforts to insure law compliance, and promote safe responsible use of the outdoors by all segments of the hunting and recreational community.

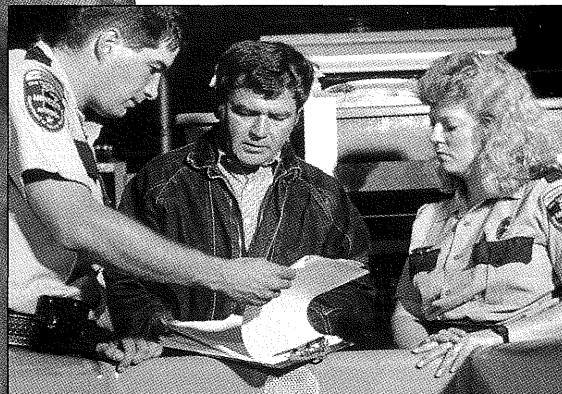
The Education Section is comprised of an Education Coordinator, six Regional Training Officers, an Adult Hunter Education Coordinator with two Training Specialists, and three clerical support staff. Training Officers and Specialists are located statewide; the Advanced Coordinator and one clerical are located in the Central Office, and the Education Coordinator and two clericals are based at Camp Ripley. The materials for all programs are also maintained and shipped from the Camp Ripley location.

The number of programs administered by the section has increased over the years and has challenged Education staff and Conservation Officers alike in the delivery of these programs to the public. A brief description of each of the programs administered by the Division and highlights of the past year will help explain the role of the Education Section.

### Enforcement Education

#### Eddie Eagle Program

#### Adopt A School



### Eddie Eagle Program

The Eddie Eagle program was introduced in a number of school districts this past year after the legislature directed this program be tested. Eddie Eagle is a value neutral firearms program designed to teach students in grades K-6 what to do if they encounter a firearm. The basic premise of the program teaches kids to "STOP, DON'T TOUCH, LEAVE THE AREA, TELL AN ADULT."

#### EDDIE EAGLE PROGRAM

Ed. Staff Involvement: .....	3
Conservation Officer Involvement: .....	2
Students Involvement .....	300

### Adopt A School

The Adopt a School program is a series of ten teaching units designed for grades 4-6. The program is administered by Conservation Officers, with a goal to introduce the students to the DNR, its professional resource people, and the knowledge base it has. It does this through activities that meet the requirements set forth by the graduation standards for the state of Minnesota. During the past year all Conservation Officers were introduced to this program through a series of training sessions. Approximately 60 officers are currently involved in the program.

#### ADOPT A SCHOOL

Ed. Staff Involvement: .....	4
Conservation Officer Involvement: .....	60
Students Involvement .....	2000

## Firearms Safety (FAS) Program

The FAS program was Enforcement's first Education program. Since 1955, 830,000 students have taken the course that averages 20 hours in length and is taught by approximately 5000 volunteer instructors. During the past year an increased effort has been made to communicate with instructors through the establishment of a quarterly newsletter.

### FAS PROGRAM

Ed. Staff Involvement: .....	10
Conservation Officer Involvement: .....	150
Students Involvement .....	20536
Classes Held .....	856
New Instructors Certified or Recertified .....	940

## Firearms Safety (FAS) Program

## Advanced Hunter Education (AHE) and Bow Hunter Education

## Advanced Hunter Education (AHE) and Bow Hunter Education

The AHE program is designed to increase the knowledge base of the outdoor and hunting public in Minnesota. Programs administered by Officers and Staff include an 18-hour seminar course, a Bow Hunter Education course, and numerous 4 hour clinics. During 1997-1998 an effort was made to unite the staff and the programs of the advanced program with the staff and the programs of the youth programs. An effort has also been made to shift the focus of our advanced programs from the 18-hour seminar to an increase in the 4 hour clinics. New clinics planned and provided in 1998 included bear, deer, waterfowl, planning a hunt, ethical hunting, firearms safety in the home, and advanced range and shooting techniques.

### AHE AND BOW HUNTER EDUCATION

Ed. Staff Involvement: .....	12
Conservation Officer Involvement: .....	150
Students Involvement:	
18 hour Seminars, (56) .....	950
Bow Hunter Ed., (47) .....	800
Wild Turkey Seminar, (25) .....	1500
Instructors: Bow & Advanced: ..	657
New instructors trained in 1997: .....	154

## Snowmobile Safety (SS) Program

The SS program began in 1969 and has certified 281,331 students. There are approximately 1800 volunteer instructors providing training to students through courses that average 11 hours in length and contain a riding performance exercise. During 1998 the Education staff was tasked with the design and implementation of a new course for adult operators. This course will be mandatory beginning in 2002 and plans are to have courses available to the public in the winter of 1998-99. An increased effort was also made to establish communications with instructors through a newsletter distributed twice during season.

### SS PROGRAM

Ed. Staff Involvement: .....	8
Conservation Officer Involvement: .....	150
Students Certified .....	11,962
Classes: .....	354
New Instructors Certified .....	395

## Snowmobile Safety (SS) Program

## All Terrain Vehicle (ATV) Safety Program

## All Terrain Vehicle (ATV) Safety Program

The ATV program provided to the public is a home study program for operators of all terrain vehicles. In order to promote increased awareness about ATV safety Education Staff conduct numerous presentations to promote ATV safety in the state. Education Staff are also responsible for providing training for ATV users throughout the Department.

### ATV SAFETY PROGRAM

Ed. Staff Involvement: .....	8
Conservation Officer Involvement: .....	150
Students Certified: .....	2003



## Off Highway Motorcycle (OHM) Safety Program

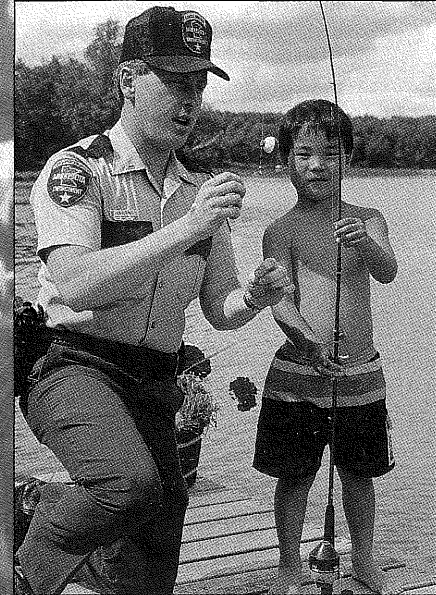
The OHM program is a relatively new program designed to promote safety for the users of Off Highway Motorcycles. Course materials are available to students in a home study format.

### OHM SAFETY PROGRAM

Ed. Staff Involvement: .....8  
Conservation Officer  
Involvement: .....150  
Students Certified: .....579

## Accident Data, Gathering and Reporting

The Education section is responsible for the collection of accident reports and the gathering of data for accidents that occur with; firearms, snowmobiles, ATV's, and OHM's. This information is gathered through a reporting process with other law enforcement agencies in the state. Information garnered from this report gathering is used by the Education Staff to study and observe trends and to recommend changes in education and training programs to meet the needs of users and provide for a safer activity. Analysis of these reports and recommendations by Education staff for training and law changes have greatly reduced the number of accidents in each of the activities and have made these activities safer for all involved. Reports received and reviewed during the year included the following:



### \*HUNTING ACCIDENTS, 1997

Fatal Accidents .....1  
Non Fatal Accidents .....30

### \*SNOWMOBILE ACCIDENTS 1997-98 SEASON

Fatalities: .....19  
Personal injuries: .....275  
Snowmobiles Damaged: .....55  
Total reported accidents: .....315

### \*ALL TERRAIN VEHICLE ACCIDENTS 1997

Fatalities: .....11  
Personal injuries: .....171  
ATV's Damaged: .....8  
Total reported accidents: .....167

\*denotes most current data

## Division of Enforcement Training Center

**Director: M. Dean Holm**

In January 1995 the Department of Natural Resources-Division of Enforcement and the Department of Military Affairs entered into a lease agreement to establish a DNR Enforcement Training Center at Camp Ripley. Construction of such a facility would have cost taxpayers millions of dollars.

The lease includes two buildings: Nelson Hall, which consists of 11,335 square feet, and a heated warehouse which consists of 5,605 square feet. Nelson Hall houses the Information and Education Section of the Division as well as ten employees. The warehouse is utilized by the Division's Education, Operations, and Administrative sections. Lease, maintenance, utility, waste disposal, snow removal and security amounted to \$63,000 for Nelson Hall and \$20,250 for the warehouse during 1998. This is a cost of \$4.91 @ square foot of usable space. This compares to, according to the DNR Bureau of Field Services, an average operating cost of \$8.90 @ square foot for a State owned facility. The cost for a leased facility will range from \$9.00 to \$14.00 @ square foot.

Departmental usage totaled 7,482 people days. Of this number 5,082 were non-Nelson Hall staff members that utilized the facility at no cost. There were 311 days of meetings held during FY98. Nelson Hall staff accounted for 2,400 people days. There were also 1,894 nights of lodging leased from the Department of Military Affairs at a cost of \$13.00 @ night. Additionally, there were, approximately, 900 morning meals provided at an average cost of \$4.50 @ meal; 4,515 lunches provided at an average cost of \$4.50 @ meal, and 720 dinners at an average cost of \$8.98 @ meal.

What does this mean in cost savings to the Division and taxpayers? The following figures are comparisons by which one can draw their own conclusions.

There were 1,894 nights of lodging at \$13.00 for a total of \$24,622. Motel rental costs vary greatly; however, it would be difficult finding an average of less than \$50.00 @ night. If that is accurate, lodging savings amount to \$70,076. Office space in the St. Paul central office cost \$14.52 @ square foot. A typical office there is approximately 120 square feet and costs \$1742.40 annually. There is no additional charge for office space at Nelson Hall. This calculates to an additional savings of \$17,424.

Meals provided to employees while attending meetings constitutes another savings. State employees are reimbursed for a maximum of \$7.00 for breakfast; \$9.00 for lunch, and \$15.00 for dinner. Average cost for the same meals at Nelson Hall are \$4.50 for breakfast; \$4.50 for lunch, and \$8.98 for dinner. If a State employee even claimed 75

percent of the maximum the savings on meals at Nelson Hall alone would total \$13,805.

There were 311 divisional and departmental meeting days utilized at Nelson Hall. Of those, 256 were groups of larger than ten participants. Renting meeting space for such groups would average \$100 @ day. Utilizing Nelson Hall saved taxpayers \$25,600. Camp Ripley's central location also has resulted in yet to be determined savings in mileage and staff costs to department employees. Another factor that should be considered when assessing the value of the Nelson Hall Training Center is that usage will continue to grow thereby increasing cost effectiveness.

Finally, there's organizational value. The cost effectiveness of the facility provides additional training and meeting opportunities normally reduced by budget constraints. Nelson Hall and Camp Ripley provide classrooms, billets, ranges, roadways, and water access points for the Division's Conservation Officer Academy and Conservation Officer Training Program. Additionally, Camp Ripley encompasses 53,000 acres of diversified terrain that's used to recreate actual scenarios encountered by conservation officers in the field. The cost of duplicating such a site would be astronomical and a huge waste of already existing taxpayer built facilities.

## Division of Enforcement Training Center

## Conservation Officer Training Program



## Conservation Officer Training Program

**Training Coordinator: 1LT Roger Tietz**

Training remains a critical component toward the success of the Division of Enforcement's mission. During this period, the Division's training staff was very active in providing instruction to both Conservation Officers and Conservation Officer Candidates, as well as outside agencies.

The Division of Enforcement maintains a staff of instructors to provide training in a number of areas. These instructors are also heavily utilized in the in-service training programs for experienced Conservation Officers as well as Conservation Officer Candidates. Many of the Division's instructors have attended specialized training to teach their courses and some are professionally certified to instruct classes. Additionally, several of the



Division courses have been certified by the Minnesota Board of Police Officer Standards and Training for continuing education requirements.

In 1998, the Division conducted two Conservation Officer Candidate classes. Thirteen candidates completed this intensive program. The training includes wildlife law, law enforcement procedures, firearms, defensive tactics, state rules and statutes, community policing, and ecosystem-based management. Conservation Officer Candidates completed over 400 hours of instruction prior to graduation. The candidates then completed 480 hours of actual field instruction by mentoring veteran Conservation Officers. After being assigned to their field stations, the officers complete a one year probationary period under the guidance and direction of an experienced district supervisor.

Conservation Officers and Conservation Officer Candidates continue to receive training in firearms in accordance with Division recommendations. Additionally, regular training sessions were provided in defensive tactics and other high risk areas.

Computer training was a major initiative during the fiscal year as officers were issued laptop computers to implement a new "paperless" administrative records management system. All officers received 30 hours of training on the capabilities of the new computer and the software applications.

Enhancement of instructor skills remained a high priority during the year. Staff instructors attended classes on defensive skills, firearms, and methods of instruction.

The Division continually seeks the cooperation of other law enforcement agencies in the protection of the state's wildlife resources. Perhaps the best way to accomplish this objective is by providing training in the recognition of wildlife violations. Presentations on wildlife law were made to state and police recruits at the State Patrol Academy and to county sheriffs' throughout Minnesota.

## Division Directory

<b>Law Enforcement Division Director</b>	<b>Col. Leo Haseman</b>
<b>Operations Section Manager</b>	<b>Maj. Bill Spence</b>
<b>Administrative Section Manager</b>	<b>Maj. Mike Grupa</b>
<b>Information &amp; Education Manager</b>	<b>M. Dean Holm</b>
<b>Internal Strategic Manager</b>	<b>Cpt. Brad Burgraff</b>
<b>External Strategic Manager</b>	<b>Cpt. Mike Hamm</b>
<b>Business Manager</b>	<b>Diane Moe</b>
<b>Policy/Legal Analyst</b>	<b>Pat Watts</b>
<b>Arrests and Confiscations Supervisor</b>	<b>Patty Holt</b>
<b>LAN Coordinator</b>	<b>Cindy Heinen</b>
<b>Employee Development Specialist</b>	<b>Emma Corrie</b>
<b>Chief Pilot</b>	<b>Cpt. Jerry Engelbrecht</b>
<b>Enforcement Education Program Coordinator</b>	<b>Cpt. Jeff Thielen</b>
<b>Advanced Hunter Education Program Coordinator</b>	<b>Roger Grosslein</b>
<b>Law Enforcement Standards Coordinator</b>	<b>Cpt. Bill Everett</b>
<b>Wetland Enforcement Officer Team Leader</b>	<b>Cpt. Perry Bollum</b>
<b>Internal Affairs Officer</b>	<b>1Lt. Kevin Schuman</b>
<b>Training Coordinator</b>	<b>1Lt. Roger Tietz</b>
<b>Assistant Training Coordinator/Academy Director</b>	<b>2Lt. Tom Kjellberg</b>
<b>Research and Development Coordinator</b>	<b>2Lt. Gerry Peterson</b>
<b>Public Information Officer</b>	<b>Richard Sprouse</b>
<b>Law Information Officer</b>	<b>Nancy Huonder</b>

## Regional Supervisors

<b>Northern Region</b>	<b>Cpt. Craig Backer</b>
<b>Western Region</b>	<b>Cpt. Randy Evans</b>
<b>Eastern Region</b>	<b>Cpt. Mark Johanson</b>

## District Supervisors

<b>District 1 &amp; 2</b>	<b>1Lt. Chuck Schwartz</b>
<b>District 3</b>	<b>1Lt. Ken Soring</b>
<b>District 4</b>	<b>1Lt. Ron Smith</b>
<b>District 5</b>	<b>1Lt. Darrell Danielson</b>
<b>District 6</b>	<b>1Lt. Chris Johnson</b>
<b>District 7</b>	<b>1Lt. Norm Floden</b>
<b>District 8</b>	<b>1Lt. Brad Riba</b>
<b>District 9</b>	<b>1Lt. Steve Jacobson</b>
<b>District 10</b>	<b>1Lt. Tim Knellwolf</b>
<b>District 11</b>	<b>*Sgt. Wally Augeson</b>
<b>District 12</b>	<b>1Lt. Brian Kuphal</b>
<b>District 13</b>	<b>1Lt. Tom Provost</b>
<b>District 14</b>	<b>1Lt. Phil Meier</b>
<b>District 15</b>	<b>1Lt. Rita Frenzel</b>
<b>District 16</b>	<b>1Lt. B. Ransfer</b>
<b>District 17</b>	<b>1Lt. Cathy Hamm</b>
<b>District 18</b>	<b>1Lt. Greg Turner</b>

<b>MCOA President</b>	<b>Tony Cornish</b>
<b>Annual Report Editor/Writer</b>	<b>Richard Sprouse</b>

\* denotes acting district supervisor



**Minnesota Department of Natural Resources – Division of Enforcement**

<b>DNR Information Center</b> .....	<b>651-296-6157 (Metro)</b> <b>888-MINNDNR (Outstate)</b>
<b>Turn in Poacher (TIP) Hotline</b> .....	<b>800-652-9093</b>
<b>Local DNR Conservation Officer</b> .....	<b>Contact the Minnesota State Patrol for the name and phone number of a Minnesota DNR Conservation Officer in your area</b>
<b>Conservation Officer Weekly Report</b> .....	<b><a href="http://www.dnr.state.mn.us/enforcement/co_report/">www.dnr.state.mn.us/enforcement/co_report/</a></b>



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