



# EDINA MINNESOTA

## City Council Work Session Meeting Agenda

May 5, 2026, 5:30 PM

Edina City Hall, Community Room, 4801 W. 50th St.



Reliable  
Service



Livable  
City



Better  
Together

### Accessibility Support:

The City of Edina wants all residents to be comfortable being part of the public process. If you need assistance in the way of hearing amplification, an interpreter, large-print documents or something else, please call 952-927-8861 at least 72 hours in advance of the meeting.

#### 1. Call to Order

#### 2. Roll Call

#### 3. Meeting Topics

3.1. Police Accreditation Update

3.2. Fire Department Staffing and SAFER Grant Discussion

#### 4. Adjournment



**Item Number:** 3.1

**Department:** Police

**Item Activity:** Information

**Prepared By:** Jacob Heckert, Lieutenant

**Item Title:** Police Accreditation Update

**Action Requested:**

None, information only.

**Information/Background:**

The Police Department began an accreditation process, led by Lt. Heckert, in August of 2025 through the Minnesota Law Enforcement Accreditation Program (MNLEAP) to ensure the departments policies and procedures meet industry and professional standards. Accreditation is built on the adoption of professional standards which outline law enforcement objectives while promoting transparency and accountability within the community. This process involves a comprehensive review of internal processes to align department operations with the established standards.

**Resources/Financial Impacts:**

No fiscal impact.

**Relationship to City Policies/Plans/Budget Pillars:**



Strong Foundation



Reliable Service



Livable City



Better Together

**Values Impact:**

**Supporting Documentation:**

Documents marked with "Board Portal" do not meet [ADA Web Content Accessibility Guidelines \(URL\)](#) and are not included in the public packet. To request a board portal document, please [submit a data request \(URL\)](#).

1. Staff Presentation



# Edina Police Department Accreditation

Lieutenant Jake Heckert

May 5, 2026

[EdinaMN.gov](http://EdinaMN.gov)

# What is Accreditation?

A proven and constructive way to support law enforcement agencies in evaluating and improving their overall performance.

- Built on the adoption of professional standards that outline clear law enforcement objectives while promoting transparency and accountability within the community.
- Participating agencies conduct a comprehensive internal review to align their operations with these established standards.
- Sponsored by the Minnesota Chiefs of Police Association



# Why Become Accredited?

- New for Minnesota Law Enforcement
- One of the last states in the Nation without an accreditation process
- Objective, third-party validation of professional practices
- Reduces exposure to legal liability
- Encourages continuous self-assessment and improvement
- Enhances internal accountability
- Strengthens community confidence and support



# TIMELINE

- Standard 18-to-24-month process reviewing over 140 standards.
- EPD began process August of 2025.
- Approximately 250 hours of review since implementation.
- Updating of Department Policy and Procedures
- Anticipated completion of review by June 2026.
- Sent for review by assessors after completion.
- Anticipated Accredited Status Fall 2026.



# ACCREDITATION STANDARD EXAMPLE

[Advanced Search](#) Unpin

[Documents](#)  
[Standards Manuals](#)  
[Assessments](#)  
 MNLEAP Assessment  
 AUTHORITY  
 CHAPTER 1: THE ADMINISTRATIVE FUNCTION  
 11 - JURISDICTION  
 12 - DIRECTION AND PERSONNEL  
 13 - FISCAL CONTROL  
 14 - ORGANIZATION  
 15 - INTERNAL ADMINISTRATIVE INVESTIGA  
 16 - EMPLOYEE INVESTIGATION MANAGEMI  
 17 COMMUNITY CONNECTION AND TRANS  
 18 - AGENCY EQUIPMENT AND PROPERTY  
 19 - PUBLIC INFORMATION  
 110 - AGENCY RECORDS AND COMPUTERS  
 111 - AGENCY TRAINING  
 111.1 - REQUIREMENTS OF CLEO  
 111.2 - PEACE OFFICER TRAINING  
 111.3 - FIELD TRAINING  
 111.4 - PROMOTION  
 112 - OTHER TRAINING  
 113 - AUTHORIZATION AND USE OF AGENC  
 114 - AFTER ACTION REVIEW PROCESS  
 CHAPTER 2: THE PERSONNEL FUNCTION  
 CHAPTER 3: THE OPERATIONS FUNCTION  
 CHAPTER 4: THE INVESTIGATIVE FUNCTION

Summary | Assignment | History

<> ... / CHAPTER 1: THE AD... / 1.11 - AGENCY TRA... / 1.11.1 - REQUIREM...

## 1.11.1 - REQUIREMENTS OF CLEO Print

A practice in which the CLEO of each agency is required to ensure the following:

- The current version of each required policy is posted on the law enforcement agency's website;
- A copy of the current version of each required policy is provided on request by an individual or organization;
- A copy of the current version of each required policy is provided to each peace officer employed by the agency;
- Policies are reviewed at the minimum annually by each officer;
- The agency's adopted policy is enforced at all levels of the agency; and
- Violations of a required policy are reported to the MN POST board.

Clarification Statement: It is the responsibility of the CLEO to develop, review, update, and maintain a training plan and to ensure that in-service and department-required training is completed by all employees. If the agency does not have a website, the policy must be posted in the public area of the agency's physical premises.

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	2	1
	3	2
	2	1
	2	1
	3	2
	-	-

Tasks (0) | Statuses | Attachments

- WD - 100.00 Operations Manual 10-17-2025  
Accreditation Manager  
 Highlights (5)
  - Policy
  - All policies archived and available to officers
  - Enforcement
  - Reportable
  - Department members responsible for review
- WD - 365.00 Investigation and Resolution of Misconduct 12-1-2025  
Accreditation Manager  
 Highlights (2)
  - Policy
  - POST Reporting
- Practice and Proof - 1.11.1 Policy  
Accreditation Manager  
 Highlights (1)
  - All policies posted online
- Proof - I (Lt Heckert) can attest all policies are posted online and within SharePoint for officers to view. Any requests for policies are directed to the department website which is keep up-to-date with the most current policies. Department employees are responsible for continually knowing Department policy and certain policies are reviewed annually including use of force or other policies mandated by the POST board. Any POST mandated reporting is done by the Chief of Police



# PROVING ACCREDITATION STANDARD EXAMPLE I

**1.11.1 - REQUIREMENTS OF CLEO**

A practice in which the CLEO of each agency is required to ensure the following:

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- A copy of the current version of each required policy is provided to each peace officer employed by the agency;
- Policies are reviewed at the minimum annually by each officer;

presented to department members electronically for review and acknowledgement.

**100.05 CLARIFICATIONS**

Ultimate interpretation of this manual rests with the Chief of Police.

**100.06 VALIDITY**

Should any portion of this Manual conflict with the law or any of its provisions be found to be incorrect or not applicable, such portions are void. Such a finding does not affect the validity of the remaining portions of the Operations Manual, which shall remain in full force.

**100.07 VIOLATION IMPLICATIONS**

This manual is for the internal use of the Edina Police Department only. It is not intended to enlarge the civil or criminal liability of any department member. It should not be considered as the creation of a higher standard of safety or care in an evidentiary sense with respect to third party claims. Violations of the provisions of this manual, if proven, may form the basis of a complaint by the department and lead to disciplinary action. See section 320.19 of this manual for further information regarding discipline as related to policy violations.

**100.08 APPLICABILITY**

**Subd. 1** The provisions of this Operations Manual shall apply to all members of the Edina Police Department, full-time, part-time, volunteer, sworn or non-sworn employees.



# PROVING ACCREDITATION STANDARD EXAMPLE 2

The screenshot displays a software interface for an MNLEAP Assessment. The left sidebar shows a navigation tree with categories like Documents, Standards Manuals, and Assessments. The main content area shows a document with the following text:

A practice in which the CLEO of each agency is required to ensure the following:

- The current version of each required policy is posted on the law enforcement agency's website;
- A copy of the current version of each required policy is provided on request by an individual or organization;
- A copy of the current version of each required policy is provided to each peace officer employed by the agency;
- Policies are reviewed at the minimum annually by each officer;
- The agency's adopted policy is enforced at all levels of the agency; and

Below the document is a preview of the Edina Minnesota website page titled "Policies". The website header includes "EDINA MINNESOTA" and navigation links for "ABOUT", "DEPARTMENTS", "GOVERNMENT", "PLACES TO GO", and "I WANT TO...". The "Policies" section includes a list of requirements:

- Ban chokeholds and strangleholds
- Require de-escalation
- Require warning before shooting
- Require exhaust all alternatives before shooting
- Duty to intervene
- Ban shooting at moving vehicles
- Require use of force continuum
- Require comprehensive reporting

The website also provides contact information for the Police Department: 4801 W. 50th St., Edina, MN 55424, and a phone number 952-826-1610. A sidebar on the right of the software interface shows a list of tasks and statuses, including "WD - 100.00 Operations Manual 10-17-2025" and "WD - 365.00 Investigation and Resolution of Misconduct 12-1-2025".



# Questions





**Item Number:** 3.2

**Department:** Fire

**Item Activity:** Discussion

**Prepared By:** Andrew Slama, Fire Chief

**Item Title:** Fire Department Staffing and SAFER Grant Discussion

**Action Requested:**

None, discussion only.

**Information/Background:**

The Edina Fire Department is unlike any other Fire Department in Hennepin County. We provide Fire Protection and Emergency Medical Service (ALS ambulance response) on a 24/7 basis, relying on full-time staffing to operate and respond efficiently to all parts of the City of Edina. During the work session staff will present on current staff challenges, future challenges expected, and federal funding opportunities such as the Staffing for Adequate Fire and Emergency Response (SAFER) Grant we will expect to open again in 2026.

**Resources/Financial Impacts:**

- Budget – Staffing plans and Standards of Cover are proposed in future budget considerations.
- Implementation – Fire Department staff will implement changes and reviews based on Council feedback.
- Operation – Fire Department staff will maintain operations with all changes.

**Relationship to City Policies/Plans/Budget Pillars:**

Comprehensive Plan; 2019 Response Time and Station Location Study; NFPA 1710 – Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public by Career Fire Departments; and Center of Public Safety Excellence: Quality Improvement for the Fire and Emergency Services.



Strong Foundation



Reliable Service



Livable City

**Values Impact:**



Equity

Equitable and effective response throughout the City is created by ensuring operational staffing are available for emergency response. Response staff are a critical component to the life safety of residents. Ensuring the right resource at the right time improves the health of residents in emergencies.



Health

**Supporting Documentation:**

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[request \(URL\)](#).

1. Staff Presentation



# Fire Department Staffing and SAFER Grant

City Council Work Session

May 05, 2026

[EdinaMN.gov](http://EdinaMN.gov)

# Background - Response

- Edina Fire Department
  - Advanced Life Support (ALS) Response
  - Fire Protection
- Established in 1941
- First paid FF in 1955
- Progressive and Supported
- \*Fire Based Ambulance\*
  - 50 years of Paramedics



# Response Requirements

- No Federal Requirements
- No State Requirements
  - \*OSHA State
- Fire Department
- Ambulance Service
- Local Decision on Response



# Optimizing Fire Department Response

- Managing Emergencies
  - Speed – Response Time
    - How fast the unit arrives
    - Considerations – Time of day, distance, traffic, overlapping incidents, weather, etc.
  - Weight – Effective Response Force
    - Staffing and equipment required to manage the incident
      - Fire vs. EMS
        - Acuity, size, structure, patients, etc.
- Evaluating current risk and creating a system response to manage emergencies



# Effective Response Force

Incident Type	Fire Department Response	Personnel
Medical – Alpha, Bravo, Charlie	Ambulance	2
Medical – Delta, Echo	Ambulance and Fire Engine	4-6
Commercial Fire Alarm	Fire Engine x 2	4-8
Crash with Injuries	Ambulance and Fire Engine	4-8
Vehicle Fire	Fire Engine x 2	4-8
Structure Fire – Single Family Home	Ambulance x 3 Fire Engine x 2 Incident Commander Mutual Aid Resources	16-17
Structure Fire – Multi Family (single unit fire)	Ambulance x 3 Fire Engine x 2 Incident Commander Mutual Aid Resources	28





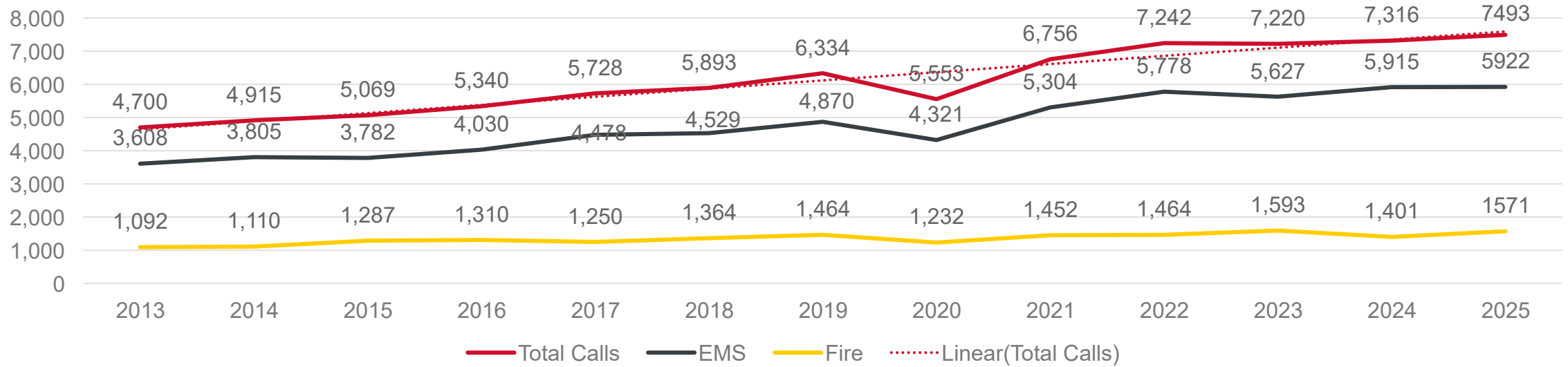
# Operations Update

# Operational Challenges

- Increasing Call Volume
- Increasing Overlapping Incidents
- Aging Population
- Staff Relief Factor
- Responding to workforce evolution
  - MN Paid Leave\*



# Call Volume



- Historical Average Call Volume Increase : 3.72%
- Historical Annual average call increase- 207/year
- 2025 % increase over previous year: 2.42%
- 2025 over 2024: + 177calls



## Overlapping Incident Count

Overlapping Incident Count	# Incidents	%# Incidents
N/A	3523	47.017%
1	2546	33.978%
2	1032	13.773%
3	311	4.151%
4	63	0.841%
5	15	0.200%
6	3	0.040%



## 2025 Overlapping Incidents

# 2026 Operations

- Hiring
  - Six Additional Paramedic Firefighters in 2026
  - Candidates selected in December 2025 (6)
  - Hiring Process minimum timeline is eight weeks
  - February Academy (2)
  - April Academy (3)
  - June Academy (TBD)
- Other Factors
  - Resignations (2)
  - MN Paid Leave/ FMLA (9)



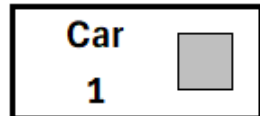
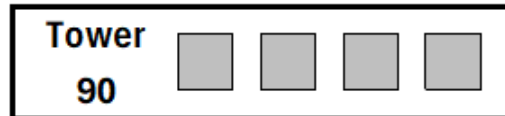
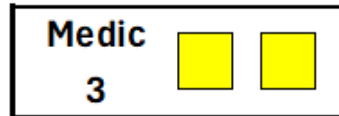
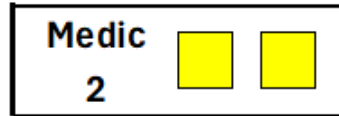
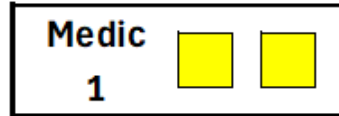
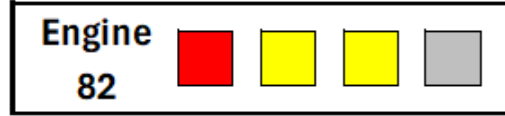
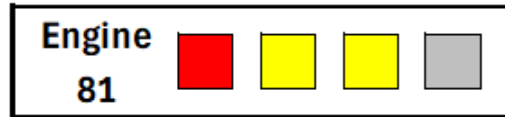
# January to April

- Shifts assigned with 12 members
  - Two members on pre-approved time off
  - Unscheduled benefited time off (sick, FMLA, Paid Leave)
- Staffing levels never dropped below nine members
  - Mandates
    - 18 Individual Mandates
    - 173 Hours
- 3<sup>rd</sup> Ambulance Staffing
  - 57% Staffed

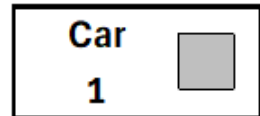
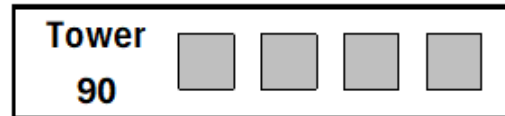
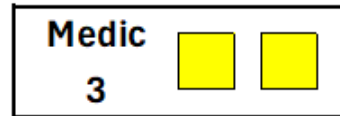
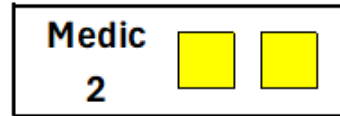
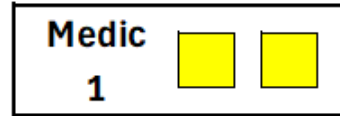
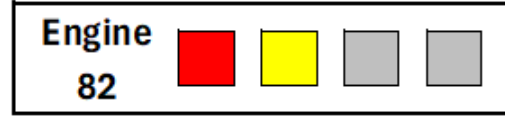
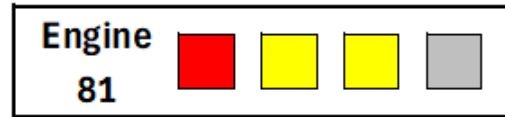


# EDINA FIRE DEPARTMENT - Staffing Plan by Number of Employees On-Duty

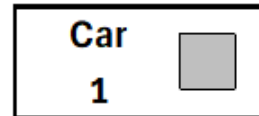
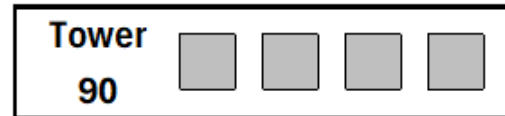
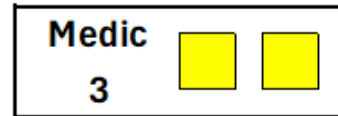
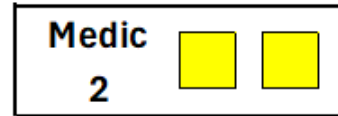
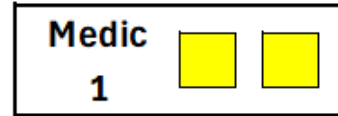
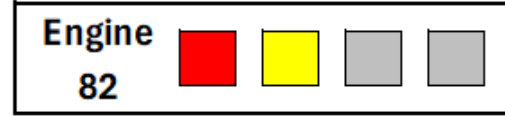
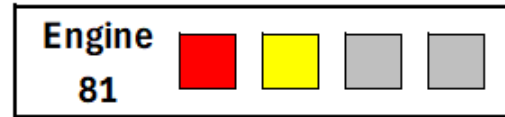
## Twelve Members on Duty



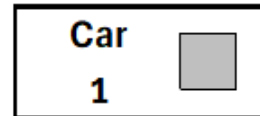
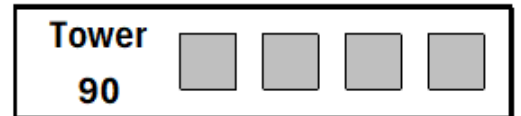
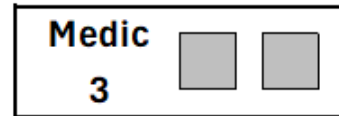
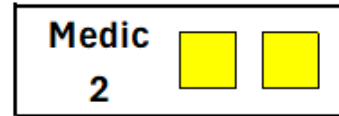
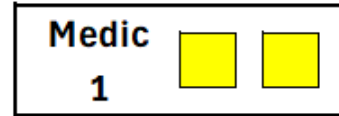
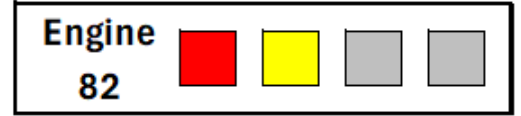
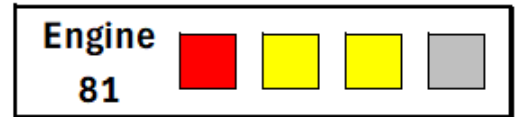
## Eleven Members on Duty



## Ten Members on Duty

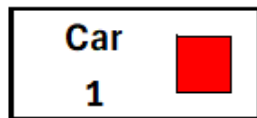
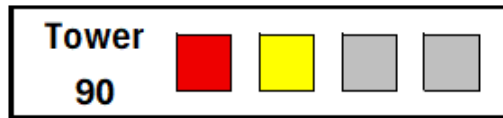
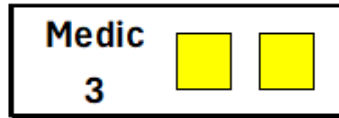
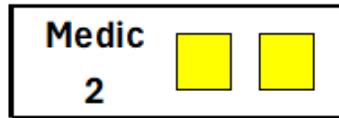
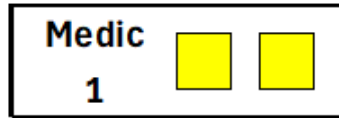
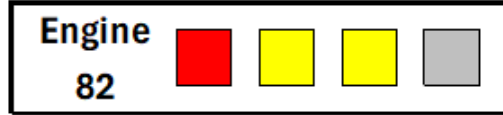
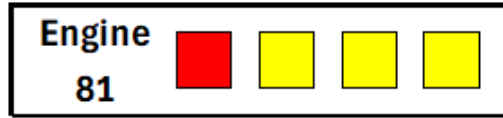


## Nine Members on Duty

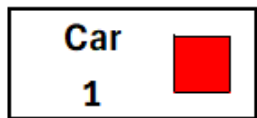
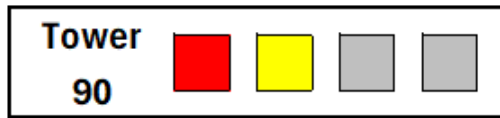
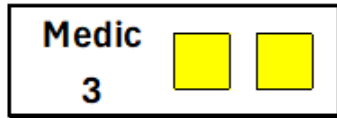
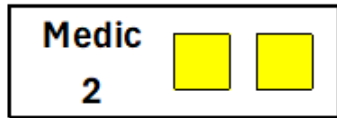
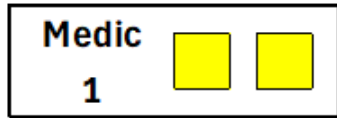
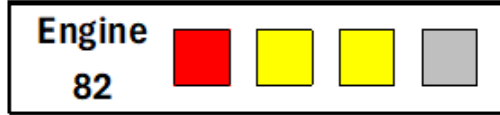
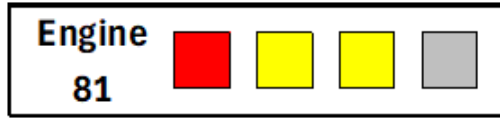


# EDINA FIRE DEPARTMENT - Staffing Plan by Number of Employees On-Duty

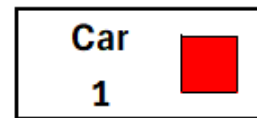
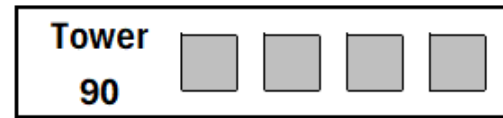
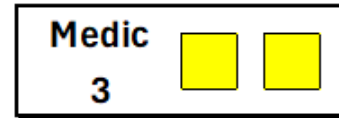
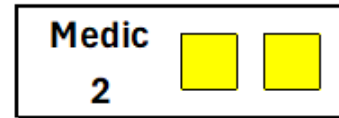
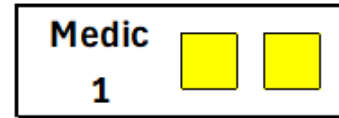
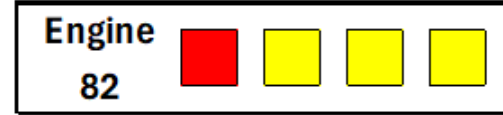
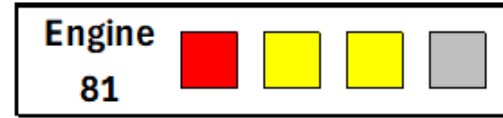
## Sixteen Members on Duty



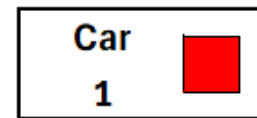
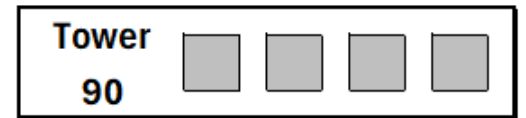
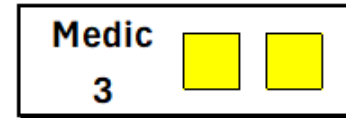
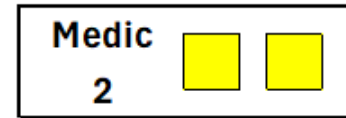
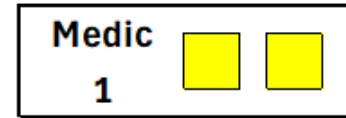
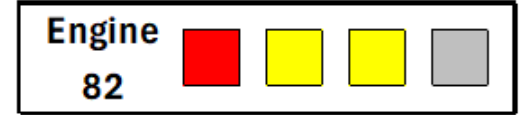
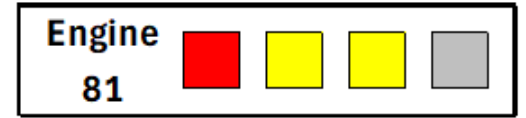
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## Fourteen Members on Duty

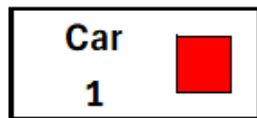
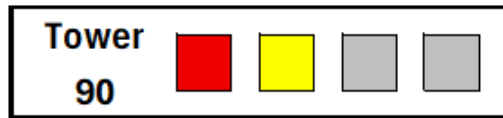
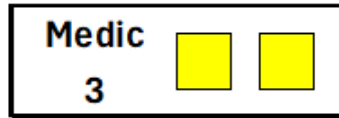
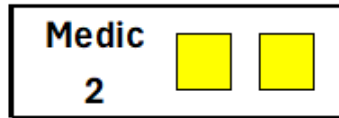
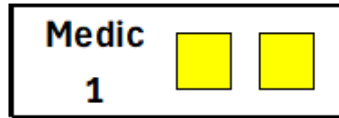
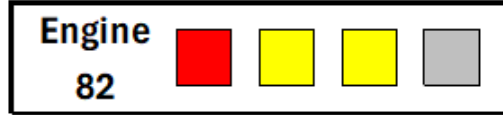
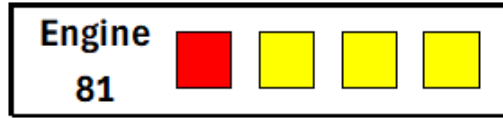


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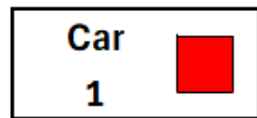
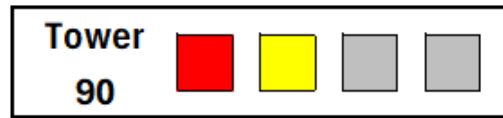
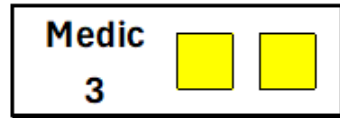
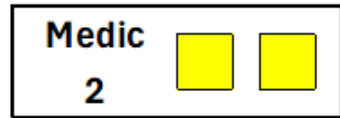
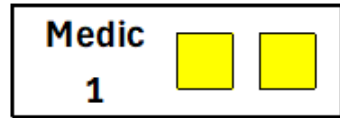
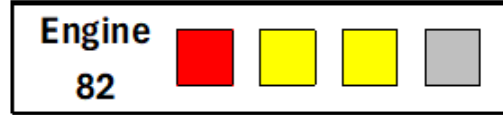
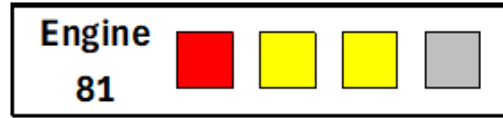


# EDINA FIRE DEPARTMENT - Staffing Plan by Number of Employees On-Duty

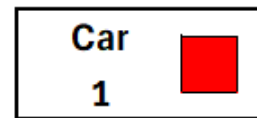
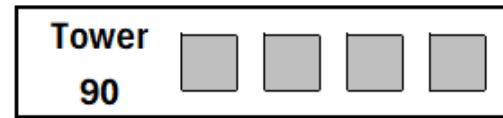
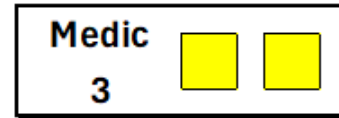
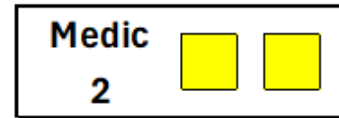
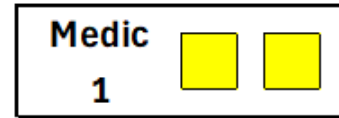
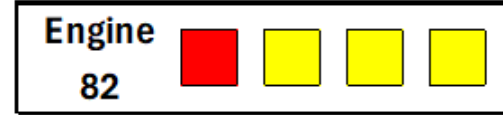
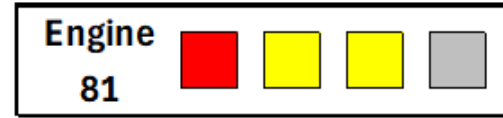
## Sixteen Members on Duty



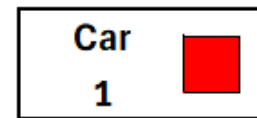
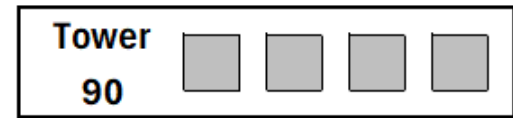
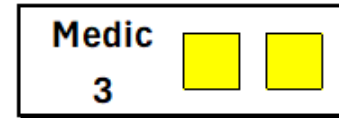
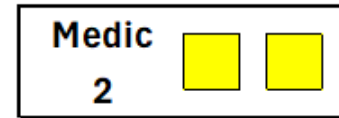
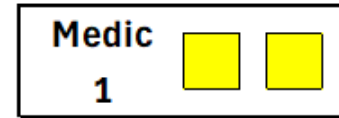
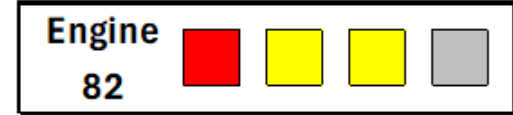
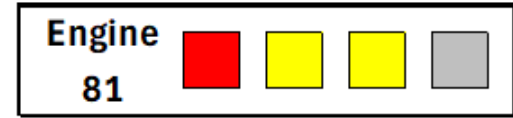
## Fifteen Members on Duty



## Fourteen Members on Duty

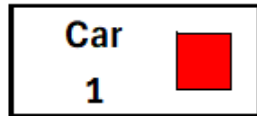
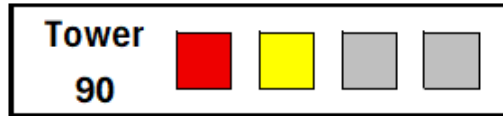
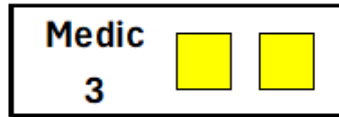
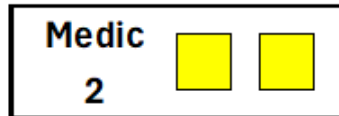
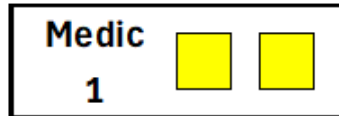
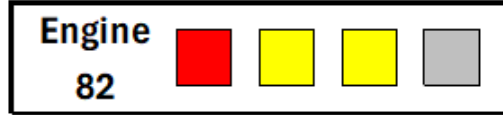
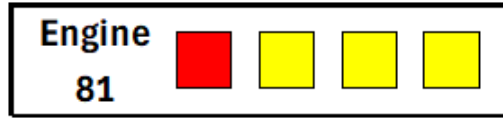


## Thirteen Members on Duty

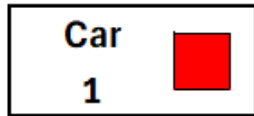
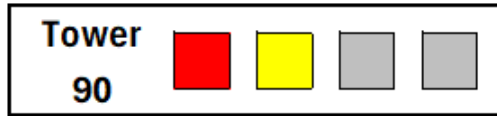
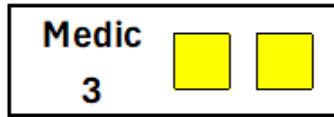
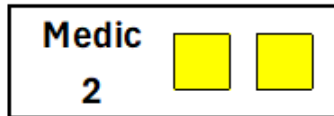
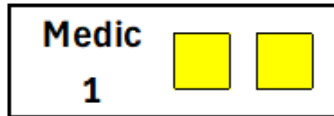
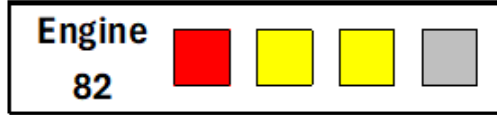
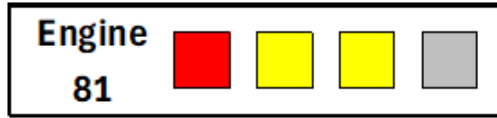


# EDINA FIRE DEPARTMENT - Staffing Plan by Number of Employees On-Duty

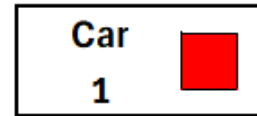
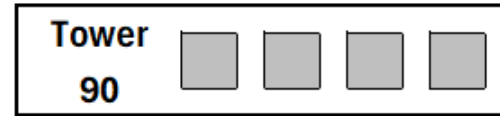
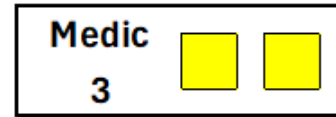
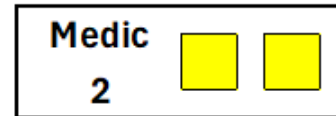
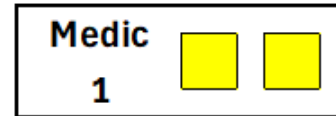
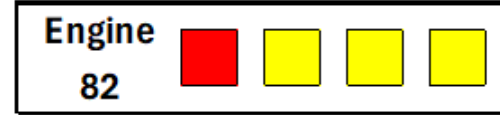
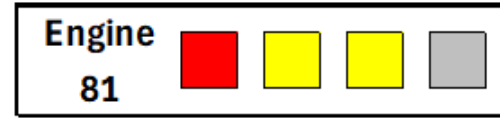
## Sixteen Members on Duty



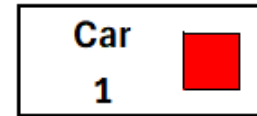
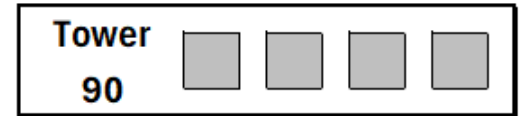
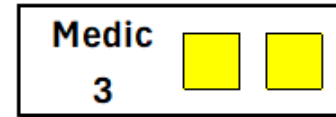
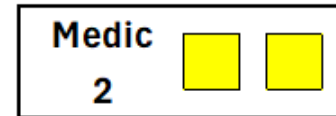
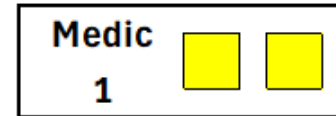
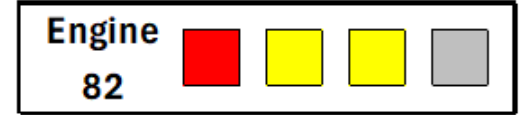
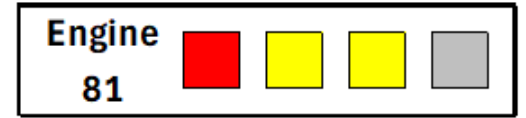
## Fifteen Members on Duty



## Fourteen Members on Duty



## Thirteen Members on Duty



# Staff Relief Factor

- The staff relief factor for a fire department is a crucial metric used to determine the number of personnel required to ensure that all shifts are adequately covered, accounting for various types of leave and absences. This factor helps in planning and budgeting for the necessary staffing levels to maintain operational readiness and service delivery.
- Each position staffed = 24/7 , 365 days
  - 8,760 Hours per Staffed Position
- Contract Hours – Benefited Time Off Hours = Actual hours Worked



# Staff Relief Factor

- 2024 - 3.77
  - 2025 - 3.79
  - 2026 – Estimated at 3.85 to 3.9
- 
- Using the 2026 Authorized 24-hour shift staff (42) we can reasonably expect staffing to be scheduled at 10 to 11 members daily



# How Many FTE's Per Vehicle in 2026?



**== 7.6 FTE**



**== 15.16 FTE**



# Staffing by the Numbers

	Total FTE	Daily Staffing 3.79 (2025 SRF)	Daily Staffing 3.85 (estimated 2026 SRF)
	30	7.99	7.79
	36	9.48	9.35
<b>2026</b> →	42	11.08	10.90
	48	12.66	12.46
	54	14.24	14.02
	60	15.83	15.58
	66	17.41	17.14



# How do we get there?

- Continued investment in speed and weight are necessary
- Fire Station 3 Construction
- SAFER Grant Consideration



# SAFER Grant

- Staffing for Adequate Fire and Emergency Response (SAFER)
  - Administered by FEMA
  - Improving Firefighter Safety
  - Improving Resident Safety
  - Offsetting initial costs to enhance their operational efficiency quicker
- Last awarded in 2020 to the City of Edina for six Paramedic Firefighters
- Notice of Funding is not yet out
  - Expected in May of 2026



# Summary

- Current Staffing levels do not match risk and demand that exists in the City of Edina.
- Future demand is expected based on population growth and an aging population.
- Current Staff resources are insufficient for today's risk and demand. Investing in staff will be necessary to respond appropriately.



# Short Term Recommendations

- Continue to support Fire Department operational needs
  - Data-driven decisions
  - Evaluating current risk and preparing for future impacts
- Apply for SAFER Federal Grants
  - 12 FTEs in the 2026 Application process
  - If not successful, budget for 6 FTEs and re-apply the following year



# Long Term Recommendations

- Comprehensive Staffing Plan
  - Standards of Cover - 2026
- SAFER Grant Application
  - If not awarded, continue to apply.
- Temporary Station 3 Operations
  - Peak Hours
  - Cross Staffed Engine or Ambulance Only
- Station 3 Construction



# Questions?

