



**RICHARD W. STANEK**  
HENNEPIN COUNTY SHERIFF

February 7, 2017

Grant Lissick  
PSF/ADD Division  
401 S. 4<sup>th</sup> Av, #100  
Minneapolis, MN 55415

**LETTER OF SUSPENSION**

Dear Detention Deputy Lissick,

In regards to the Internal Affairs case #2016-021, it has been determined that policy violations occurred. This case involved circumstances surrounding your conduct and job performance on December 4, 2016. On January 3, 2017, you admitted in your IA interview that you entered health and welfare checks into the Jail Management System that you failed to complete or conduct. You falsely entered health and welfare checks as having taken place; however, video evidence showed you seated in the control room at the times you alleged performing those checks. There were also multiple checks well over the thirty minute limit. Video evidence showed that you fell asleep during your shift and in your IA interview you admitted to dozing off. The video also showed more than one security door propped open during most of your shift. Lastly, you admitted to watching a movie on your personal cellphone while on duty that day.

The investigation is complete and a finding of **Sustained** has been determined for violation of the following Hennepin County Sheriff's Office policies:

**WELL-BEING CHECKS 8-1602 RULES**  
**(From ADD Policy and Procedure manual):**

A. Each inmate shall have a well-being check conducted on them at least every thirty minutes. The well-being checks shall be staggered.

**340.3.5 PERFORMANCE**

(d) Unsatisfactory work performance, including, but not limited to, failure, incompetence, unwillingness, inefficiency or delay in performing and/or carrying out proper orders, work assignments or instructions of supervisors without a reasonable and bona fide excuse.

**340.3.5 PERFORMANCE**

(a) Sleeping during on-duty time or assignments without permission

### 340.3.5 PERFORMANCE

(j) The falsification of any work-related records, the making of misleading entries or statements with the intent to deceive or the willful and unauthorized removal, alteration, destruction and/or mutilation of any Office record, public record, book, paper document (Minn. Stat. §609.43 (4)).

### 8-102 RULES:

B. All security perimeter doors, control room doors, and cell block doors shall be kept locked and secured except:

1. When used for the admission or exit of staff, inmates, or visitors.
2. In an emergency.

### 702.5 PERSONALLY OWNED PCD

Office members are prohibited from possessing or using any Personal Communication Device while assigned and working at a work station or duty post where contact with the public, clients, or inmates, whether in-person or via telephone, is a primary job function.

### WELL-BEING CHECKS 8-1602 RULES

(From ADD Policy and Procedure manual):

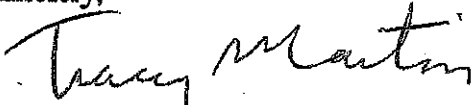
C. Well-being checks shall be documented in JMS Quad Activity Log. Wellbeing checks for inmates on a 15-minute log or under continuous observation shall be documented in JMS Inmate History.

For violating the Hennepin County Sheriff's Office Policy with regard to the 2016-021 IAU investigation, you are hereby receiving a **Ten (10) day SUSPENSION without pay**. Your suspension days will be selected and communicated to you by your supervisor. You may not work any overtime assignments during your suspension.

If you wish to grieve this discipline, your rights and the procedures are contained in the Labor Agreement between Hennepin County and the Minnesota Public Employees Association (MNPEA).

If there are any future violations, they will be handled in a progressive manner, up to and including dismissal.

Sincerely,



Major Tracey Martin  
Detention/Court Services Bureau

cc: Chief Mike Carlson  
Captain David Zimmer  
Captain Mike Wresh  
HCSO Personnel  
IAU - Discipline File  
Deborah Johnson - County HR  
Todd Olness - County Labor Relations

Served by Capt. Zimmer  
2/10/17 @ 0800 hrs  
w/ Capt. Wresh + Sgt. Field