

# HENNEPIN COUNTY

## SHERIFF'S OFFICE

October 18, 2017

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

### LETTER OF SUSPENSION

Dear Detention Deputy Schilling,

In regards to the Internal Affairs case #2017-012, it has been determined that policy violations occurred. This case involved circumstances surrounding your conduct and job performance on July 31, 2017. 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 they did not. There were also multiple checks well over the thirty minute limit. In your IA interview on September 6, 2017, you admitted that these entries were false documentation and were dishonest.

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

#### **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)).

#### **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.

You received a 10 day suspension in 2016 for failure to conduct and document health and welfare checks and using your personal cell phone while on duty. For violating the Hennepin County Sheriff's Office Policy with regard to the 2017-012 IAU investigation, you are hereby receiving a **Fifteen (15) 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.

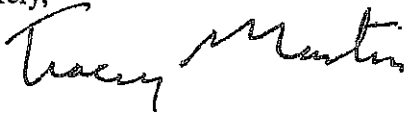


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If you wish to grieve this discipline, your rights and the procedures are contained in the Labor Agreement between Hennepin County and the Minnesota Public Employees Association (MNPEA).

If there are any future violations by you with the same or similar violations, they will result in termination of employment.

Sincerely,



Major Tracey Martin  
Detention/Court Services Bureau

*Served by Capt. Zimmman + Wroeth on Monday 10/23/17 @ 0730 hrs*

*DPZ*

