



CITY OF
GRAND RAPIDS
IT'S IN MINNESOTA'S NATURE

**POLICE COMMUNITY ADVISORY
BOARD MEETING MINUTES**
Thursday, January 15, 2026
4:00 PM

The Purpose of the Grand Rapids Police Community Advisory Board (The Board) shall be to establish and enhance communication between Grand Rapids residents, Police Department and City Council. Together, the Advisory Board and Police Department will identify and focus on public safety issues and collaborate with community leaders, community organizations and stakeholders in developing solutions to multi-faceted community concerns. The Board provides recommendations to the Chief of Police and City Council as to how issues should be addressed.

CALL TO ORDER: Pursuant to due notice and call thereof, the Police Community Advisory Board will hold a regular meeting on Thursday January 15th, at 4:00 PM in City Hall Council Chambers at 420 North Pokegama Avenue, Grand Rapids.

Meeting Called to Order at 4:00 PM

ROLL CALL:

Present:

Board Member Tom Neustrom

Board Member Cassey Casteel

Board Member Jessica Malmquist

Board Member Dan Butterfield

Board Chair Stephen Connolly

Absent:

Board Member Megan MacDonnell

PRESENT

Board Member Dan Butterfield

Board Chair Stephen Connolly

Board Member Tom Neustrom

Board Member Cassey Casteel
Board Member Jessica Malmquist

ABSENT

Board Member Megan MacDonell

PUBLIC INPUT (if anyone wishes to address the Board): This is your opportunity to approach the Police Community Advisory Board and publicly comment and/or share a concern about your specific issue. We ask that you approach the podium and provide your name and address for the record. A timer will be set for 5 minutes of comment. We ask that members of the public not applaud, engage in conversation, or engage in other behavior through words or action that may disrupt the following proceedings of the board. This is not a dialog, debate, or back and forth with the board but if there is something that needs to be followed up on after the meeting, we and/or City staff will do so and report back to the Police Community Advisory Board if necessary.

NONE

APPROVE MINUTES:

Approval Of the Minutes for November 20th, 2025.

Motion made by Board Member Casteel, Seconded by Board Member Neustrom.

Voting Yea: Board Chair Connolly, Board Member Neustrom, Board Member Casteel, Board Member Malmquist, Board Member Butterfield

PRESENT

Board Member Dan Butterfield
Board Chair Stephen Connolly
Board Member Tom Neustrom
Board Member Cassey Casteel
Board Member Jessica Malmquist

ABSENT

Board Member Megan MacDonell

Motion made by Board Member Casteel, Seconded by Board Member Neustrom.

Voting Yea: Board Member Butterfield, Board Chair Connolly, Board Member Neustrom, Board Member Casteel, Board Member Malmquist

1. Approval of November 20th, 2025, Minutes

CORRESPONDENCE:

NONE

SETTING THE AGENDA:

BUSINESS:

2. Election of Officers for the 2026 Police Community Advisory Board

Nomination for Chair made by Board Member Tom Neustrom for Board Member Dan Butterfield. Motion was made by Board Member Tom Neustrom, seconded by Board Chair Connolly. Board Member Dan Butterfield accepted.

PRESENT

Board Member Dan Butterfield
Board Chair Stephen Connolly
Board Member Tom Neustrom
Board Member Cassey Casteel
Board Member Jessica Malmquist

ABSENT

Board Member Megan MacDonell

Motion made by Board Member Neustrom, Seconded by Board Chair Connolly.
Voting Yea: Board Member Butterfield, Board Chair Connolly, Board Member Neustrom, Board Member Casteel, Board Member Malmquist

Nomination for Vice Chair made by Board Member Dan Butterfield, seconded by Board Member Jessica Malmquist for Board Member Cassey Casteel. Board Member Casteel accepted.

Motion made by Board Member Butterfield, Seconded by Board Member Malmquist

Voting Yea: Board Member Butterfield, Board Chair Connolly, Board Member Neustrom, Board Member Malmquist, Board member Casteel.

Nomination for Secretary made by Board Chair Connelly, Second by Board Member Casteel for Board member Jessica Malmquist. Board Member Malmquist accepted.

Motion was made by Board Chair Connelly, Seconded by Board Member Casteel

Voting Yea: Board Chair Connelly, Board Member Neustrom, Board Member Butterfield, Board Member Malmquist, Board Member Casteel

New Officers

Board Chair Dan Butterfield

Board Vice Chair Cassey Casteel

Board Secretary Jessica Malmquist

3. "Every 15 Minute" Program regarding mock crash.

Discussion on Mock Crashes. Rapids Rising was the event holder for the mock crashes who worked with Law Enforcement. Rapids Rising decided to discontinue doing them.

Chief Morgan stated that he would make contact with Rapid Rising and discuss the possibility of future mock crash.

4. Speaker: Melissa Stopka - New Highway 35 LLC Cannabis Business

Speaker Melissa Stopka - Highway 35 LLC Cannabis Business spoke to the Police Community Advisory Board about the Business and Operations. They currently employ 32 people and are looking to expand in the near future adding 32 more employees. They are a wholesale/cultivating manufacturing company regulated through the State.

5. Police Community Advisory Board will be transitioning from 9 members to 7 members effective for the 2026.

Advising the Police Community Advisory Board of the upcoming change in Ordinance from 9 Members to 7 Members.

City Clerk will be posting the open position on the local website. You are welcome to encourage anyone you think would like to be member of Police Community Advisory Board.

UPDATES:

No updates at this time

ANNOUNCEMENTS:

Upcoming Events:

Presentation for area Banks- ATM Jackpotting thefts - Scams - Bank Safety.

Server Training for area Businesses

Upcoming Events for February:

Presentation for Local area Banks

Server Training for area Business

SET AGENDA FOR NEXT MEETING:

Next Police Community Advisory Board meeting will be March 19th, 2026, at 4:00pm in the City Hall Council Chambers at 420 N Pokegama Ave.

ADJOURN:

Meeting adjourned at 5:03 PM

Respectfully Submitted:

Jackie Heinrich, Administrative Assistant