



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

**POLICE COMMUNITY ADVISORY
BOARD MEETING MINUTES**
Thursday, March 19, 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, March 19th, 2026, 4:00 PM in City Hall Council Chambers at 420 North Pokegama Avenue, Grand Rapids.

Meeting was called to order: 4:00PM

ROLL CALL:

Present:

Board Chair Dan Butterfield

Board Member Tom Neustrom

Board Member Cassey Casteel

Board Member Megan MacDonell

Board Member Jessica Malmquist

Board Member Larissa Lawson

Absent:

Board Member Stephen Connolly - approved absent

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:

Approved Minutes for January 15, 2026, Meeting.

Motion made by Board Member MacDonell, Seconded by Board Member Malmquist.

Voting Yea: Board Member Butterfield, Board Member Neustrom, Board Member Casteel, Board Member Malmquist, Board Member MacDonell, Board Member Lawson

1. Consider approving minutes from the January 15th, 2026, regular meeting.

CORRESPONDENCE:

None

SETTING THE AGENDA:

BUSINESS:

2. Introduction of New Board Member Larissa Lawson

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3. Open Meeting Law - Discussion

Chief Morgan went over the Open Meeting law- Talked about how the meeting should flow and advised the Board to read Open Meeting Law packet that was provided to each member.

4. Past Presentations: Area Local Banks - ATM Jackpotting, Scams, and Bank Safety

Upcoming Presentations: Responsible Server Training

Discussion on the resent presentations that the Police Department has conduct with the city. All presentations have been successful.

Discussion was made by Chief Morgan regarding upcoming speakers. Board members would like to have more speakers coming to the meetings to keep them informed of the latest businesses and events happening.

One request was for Hwy 35 LLC to come back and the new Amazon business.

UPDATES:

Dare Spaghetti Fundraiser will be April 12th, from 11-6 at the Eagles.

K-9 Fundraiser was a great success this year.

Presentation at St. Andrews on March 19th regarding Scams.

ANNOUNCEMENTS:

SET AGENDA FOR NEXT MEETING:

Next Meeting will be May 21, 2026, at 4:00 PM in City Hall Chambers.

ADJOURN:

Meeting Adjourned at 4:30PM

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

Voting Yea: Board Member Butterfield, Board Member Neustrom, Board Member Casteel, Board Member Malmquist, Board Member MacDonell, Board Member Lawson

Respectfully Submitted

Jackie Heinrich, Admin Assistant

ATTEST:

MEETINGS AND ATTENDANCE

The Board shall meet at minimum, four times each year as determined by the chair. A regular meeting may be cancelled by the chair or a majority of the Board. Every Board member shall be required to attend at least 75% of all meetings each calendar year. Board members who are unable to meet the attendance requirements may be removed by a majority vote of the Board. Prior to a vote considering the potential removal of a member, the member shall be afforded an opportunity to explain his or her reason for non-attendance.

BOARD MEMBERS AND TERM EXPIRATION:

Dan Butterfield - 12/31/2026

Stephen Connolly - 12/31/2026

Cassey Casteel - 12/31/2027

Tom Neustrom - 12/31/2028

Jessica Malmquist - 12/31/2027

Megan MacDonell - 12/31/2026

Larissa Lawson - 12/31/2028