

- BE PREPARED -



Info You Should Have Ready:

- Your loved one's first and last name
- Their date of birth
- If possible — the arresting agency



Info You Need To Get:

- Where they are housed
- Charges
- Bail Amount
- First Court Date



Info You Need To Give:

- Proof of family support
- Proof of community ties
- Proof your loved one is not a flight risk.

- TAKE ACTION -

1.



Find them on the Hennepin County Sheriff's Jail Roster:

<http://www4.co.hennepin.mn.us/webbooking/>

Type in the first and last name to see whether they were booked into the jail. Once booked, a person can be released, bail can be set, or he or she can remain in jail until a probable cause hold expires or charges are issued.

Check to see whether they have a court date:

<http://www.mncourts.gov/hennepin>

Click on the "Calendars" tab. For today's calendar click on "Court Hearing Calendar" under the calendar tab. For another day, click on "MPA Remote," then click "District (Trial) Court Case Search." After you click, "I accept the above terms and conditions," choose "All Hennepin Criminal/Traffic/Petty in the drop down box". Then click on "Criminal/Traffic/Petty Case Records," which is in blue, under the drop down box. Choose to search by case, citation or defendant name. Type in the required information (indicated in red) and click search.

If they are charged with a felony or gross misdemeanor, call Pretrial Evaluation Services (612)348-4324, and ask for the officer of the day.

You should: Provide information about work/school, ties to the community, housing, and any other information that shows the person is not a flight risk and that he or she will make court appearances. **You should NOT** provide information about the case because it could later be used against the client. You should provide this information to the public defender.

If your loved one has an urgent medical or mental health issue, call the Charge Nurse Hotline, (612) 596-8070, at the Hennepin County Adult Detention Facility (Jail). Be sure to ask for the charge nurse.

They can't give you information about your loved one without a release, but you can give the charge nurse information that might help with medical or mental health care.

If the person is not released, come to the first court date and ask to speak with the public defender. Be prepared to provide the public defender documentation of:

The client's medical issues, employment/school, immigration status, housing, completion of, or participation in, treatment, and other information to show ties to the community and absence of flight risk.

Document what you know about the arrest.

Write down everything you know about the incident - who, what, where, when, and how. Share this information only with the public defender and do so as soon as possible.

- TIPS -

- Write everything down: names of who you spoke with, times you called, what was discussed.
- All jail conversations are recorded and they are used in court.
- Work with the public defender throughout the process. He or she is there to help your loved one.