



Office of City Clerk
350 S. Fifth St. - Room 304
Minneapolis, MN 55415
TEL 612.673.3358

www.minneapolismn.gov

December 27, 2017

Matt Massman, Commissioner
Minnesota Department of Administration
200 Administration Building
50 Sherburne Ave
St. Paul, MN 55155

Minnesota House of Representatives
Representative Peggy Scott, Chair
Committee on Civil Law and Data Practices Policy
437 State Office Building
100 Rev. Dr. Martin Luther King Jr. Blvd
St. Paul, MN 55155

Representative John Lesch, DFL Lead
Committee on Civil Law and Data Practices Policy
217 State Office Building
100 Rev. Dr. Martin Luther King Jr. Blvd.
St Paul, MN 55155

Minnesota House of Representatives
Representative Brian Johnson, Chair
Committee on Public Safety and Security Policy and Finance
421 State Office Building
100 Rev. Dr. Martin Luther King Jr. Blvd
St. Paul, MN 55155

Representative Debra Hilstrom, DFL Lead
Committee on Public Safety and Security Policy and Finance
245 State Office Building
100 Rev. Dr. Martin Luther King Jr. Blvd.
St Paul, MN 55155

Minnesota Senate
Senator Warren Limmer, Chair
Judiciary and Public Safety Finance and Policy Committee
3221 Minnesota Senate Building
95 University Ave W
St. Paul, MN 55155

Senator Ron Latz, Ranking Minority Member
Judiciary and Public Safety Finance and Policy Committee
2215 Minnesota Senate Building
95 University Ave W
St. Paul, MN 55155

Legislative Commission on Data Practices
Sally Olson, Commission Administrator
72 State Office Building
100 Rev. Dr. Martin Luther King, Jr. Blvd
St. Paul, MN 55155

Enclosed please find the Independent Biennial Audit of the Minneapolis Police Department Automated License Plate Reader system Audit Summary Report, completed December 20, 2017.

Sincerely,


Irene Kasper,
City Clerk's Office

Cc: Legislative Reference Library, refdesk@lrl.leg.mn

Enclosures

CERTIFICATE OF AUDIT SUMMARY REPORT

BY GOVERNING BODY

(Pursuant to Minnesota Statute 13.824, subd. 6)

STATE OF MINNESOTA

County of Hennepin

TO THE COMMISSIONER OF ADMINISTRATION; CHAIR AND RANKING MINORITY MEMBERS OF THE COMMITTEES OF THE HOUSE OF REPRESENTATIVES AND THE SENATE WITH JURISDICTION OVER DATA PRACTICES AND PUBLIC SAFETY ISSUES; AND THE LEGISLATIVE COMMISSION ON DATA PRACTICES AND PERSONAL DATA PRIVACY:

PLEASE TAKE NOTICE, That the undersigned chief clerical officer of the City of Minneapolis DOES HEREBY CERTIFY, that in compliance with the provisions of Minnesota Statute 13.824, automated license plate readers, The Hennepin County Audit, Compliance and Investigation Services Department conducted an audit of the Minneapolis Police Department's Automated License Plate Reader (ALPR) system to ensure compliance with state laws in accordance with Minnesota Statute 13.824, completed on December 20, 2017.

A copy of the Independent Biennial Audit of the Minneapolis Police Department ALPR system Audit Summary Report is hereto annexed and made a part of this certificate by reference.



Signed: _____

Casey Joe Carl
Casey Joe Carl, City Clerk
City of Minneapolis
(Official designation of officer)

HENNEPIN COUNTY

MINNESOTA

December 20, 2017

Chief Medaria Arradondo
Police Department
City of Minneapolis
350 S. Fifth St., Room 130
Minneapolis, MN 55415-1389

Dear Chief Arradondo,

Hennepin County has completed an audit of the Automated License Plate Reader (ALPR) system managed and used by the Minneapolis Police Department (MPD) in fulfillment of the statutory audit requirements established by MN State Statute 13.824 Subd. 6. After analysis of the relevant statutory requirements and evaluation of MPD's management and use of ALPR technology and data for the audit review period, Hennepin County has concluded this engagement. This letter is to communicate our findings. We found:

1. MPD is able to produce a public log of ALPR use, including:
 - a. the specific times of day that the reader actively collected data;
 - b. the aggregate number of vehicles or license plates on which data are collected for each period of active use and a list of all state and federal databases with which the data were compared; and
 - c. the number of vehicles or license where the data identify a vehicle or a license plate that has been stolen, a warrant for the arrest of the owner of the vehicle or an owner with a suspended or revoked driver's license or similar category.
2. MPD is able to produce a list of current and previous locations of fixed ALPR cameras.
3. MPD is able to produce records showing the date and time ALPR data were collected.
4. MPD policy provides for the appropriate classification of ALPR data per statute and has procedures in place for the handling of ALPR data requests. Records management policies conform to the statutory classification requirements.
5. Hennepin County found no evidence of use other than for legitimate law enforcement purposes as permitted by statute.
6. The ALPR system is configured to automatically purge data in accordance with statutory retention limits. ALPR data taken as active criminal investigative data are managed according the MPD criminal case file data retention policies. MPD is encouraged to verify that regular data backups and incidental system logs exclude ALPR data so that ALPR data is not inadvertently retained longer than intended.



7. Access to ALPR data is restricted to trained and authorized staff per MPD's ALPR policy. MPD is encouraged to improve record keeping of written authorization as required by statute. Access queries are logged in an audit trail. A review of queries indicated a practice of documenting legitimate law enforcement reasons for access per statutory requirements.

Based on the above, Hennepin County has determined that MPD conforms to MN State Statute 13.824 in its operation and management of its ALPR system and in its handling of ALPR data. It found that MPD has demonstrated a good faith effort to dutifully comply with the requirements and limits imposed by the legislature in the use of ALPR technology and data and found no evidence of misuse.

Sincerely,

A handwritten signature in blue ink, appearing to read "Karen Marquardt", with a stylized flourish at the end.

Karen Marquardt
Director, Audit, Compliance, and Investigation Services

cc: Mike Kjos, Assistant Chief of Police, City of Minneapolis
Will Tetsell, Director of Internal Audit, City of Minneapolis