



## Brooklyn Center Police Department 2019 ALPR Audit

### Executive Summary

September 9, 2019

#### Background:

Brooklyn Center Police Department retained the LOGIS Security Specialist in order to audit the Agency's use of ALPRs against the requirements of MN Statute 13.824. The LOGIS Security Specialist does not have any direct or indirect access to the BOSS/PAGIS ALPR systems, therefore allowing it to audit the systems as an independent auditor. City of Brooklyn Center IT Staff provided their administrative access to the BOSS/PAGIS in order to review audit criteria. Brooklyn Center Police Department installed and began using their ALPR system in 2013. Brooklyn Center Police Department signed an Audit Agreement on July 11, 2019. Brooklyn Center Police Department has ALPR systems on 3 Squad Cars and no stationary ALPR units at the time of the audit.

#### Department Policy & Procedures:

Brooklyn Center Police Department has an ALPR Policy in place entitled Policy #426: Automated License Plate Readers (ALPR). They have been keeping it updated to reflect the most current version of MN Statute 13.824. A review of this policy found that Brooklyn Center Police Department was compliant in this part of the statute.



**Data Security and Access Control:**

The Brooklyn Center Police Department ALPR system is protected by Access Control users and groups that protect access to the ALPR Data on a permitted basis only. User accounts and role based accounts are reviewed on a regular basis by ALPR Administrators. The ALPR Administrator is appointed by the Brooklyn Center Chief of Police. Police Officers and other department members that are selected by command to operate the ALPR in squad cars or to have ALPR data access are required to complete training, read through and acknowledge they understand the ALPR Policy. The BOSS ALPR system also contains a robust audit trail which was sampled to determine if it is logging access by users properly. Brooklyn Center was found to be compliant in this part of the statute.

**Record Retention:**

The Brooklyn Center Police Department ALPR backend Back Office Server Software (BOSS) system was audited to ensure that each device setting was set for a retention period of no more than 60 days. The Brooklyn Center Police Department was found to be compliant in this part of the statute.

**Data Classification:**

The Brooklyn Center Police Department ALPR data that is collected is classified as private and access is limited, permitted otherwise by law. The ALPR system is on premises and the collected data is not stored in a state depository. Data requests pursuant to the Minnesota Government Data Practices Act (MNGDPA) of data collected on a license plate owner's vehicle are readily available through a proper records request via the Brooklyn Center Police Department. The Brooklyn Center Police Department was found to be compliant in this part of the statute.

**Sharing Among Law Enforcement Agencies:**

Appropriate sharing of ALPR data is conducted through inter-agency requests. The requests are logged and reviewed by agency command staff. Agencies that have requested ALPR data from the Brooklyn Center Police Department all appear to be Minnesota Statute 13.824 compliant. The Brooklyn Center Police Department was found to be compliant in this part of the statute.



**Public Log of Use:**

Brooklyn Center Police Department compiles monthly reports that contain the requirements of 13.824 Subd. 5. The ALPR Administrator demonstrated how they created these reports, and ensured that license plate numbers are not being stored in these reports. These public logs of use are readily available through a proper records request through the Brooklyn Center Police Department. Brooklyn Center was found to be compliant with this part of the statute.

**Notification to Bureau of Criminal Apprehension:**

Brooklyn Center Police Department has made the required notification to the Bureau of Criminal Apprehension. This was validated on the BCA website. Brooklyn Center was found to be compliant with this part of the statute.

**Biennial Public Accountability Audit:**

Brooklyn Center Police Department installed their ALPR system in 2013. They had their first ALPR Audit in June 2017 and signed an ALPR audit agreement on July 11, 2019 for their biennial audit renewal. Command understood the intent of the public accountability and provided easy access to policies and procedures, staff interviews, and audit of the Boss ALPR Systems. The Chief of Police acknowledges their intent to comply with MN Statute 13.824 and to continue audits every two years. Brooklyn Center was found to be compliant with this part of the statute.

**Breach Notification:**

The Brooklyn Center Police Department utilizes the City's Incident Response Policy which includes procedures for Breach Notification. This is consistent with MN Statute 13.055 and MN Statute 13.824. Brooklyn Center was found to be compliant with these part of the statutes.





**Conclusion:**

Based on the results of the Brooklyn Center Police Department ALPR Audit conducted by LOGIS, we are able to demonstrate that they are using the ALPR System as an effective law enforcement tool for the purpose of combating auto theft and other crimes linked to a vehicle license plates. It also demonstrates that the security, public accountability and administration of the program is in compliance with MN Statue 13.824.

This Audit was conducted and attested to by:

A handwritten signature in blue ink, appearing to read "D. Hilton", is written over a horizontal line.

Dimitrios Hilton

LOGIS Security Specialist

Submitted to: Brooklyn Center Chief of Police  
Minnesota Commissioner of Administration  
Legislative Commission on Data Practices and Personal Data Privacy  
Chairs of Legislative Committee

