LOGIS
LOCAL GOVERNMENT
INFORMATION SYSTEMS

2017 Edina Police Department
Automated License Plate Reader (ALPR) Audit
Executive Summary

November 7, 2017

Background:
The Edina Police Department retained the Local Government Information Systems (LOGIS) Security Specialist in order to audit the Agency's use of ALPRs against the requirements of Minnesota Statute 13.824 that went into effect on August 1, 2015. The Edina Police Department signed an Audit Agreement on July 25, 2017. The Edina Police Department has ALPR systems on six squad cars and no stationary ALPR units at the time of the audit.

Department Policy & Procedures:
The Edina Police Department has an ALPR policy in place and has been keeping it updated to reflect the most current version of Minnesota Statutes 13.824. A thorough review of this policy found that Edina Police Department was compliant in this part of the statute.

Data Security:
The Edina 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 Edina Police Department was found to be compliant in this part of the statute.

Record Retention:
The Edina Police Department ALPR backend BOSS system was audited to ensure that each device setting was set for a retention period of no more than 60 days. The Edina Police Department was found to be compliant in this part of the statute.

Data Classification:
Edina Police Department ALPR Data that has been collected is classified as private unless access is permitted by law. The ALPR system is on premise and the collected data is not stored in a state depository. Public data requests of data collected on a license plate owner's vehicle is readily available through a proper records request via the Edina Police Department. The Edina Police Department was found to be compliant in this part of the statute.

Sharing Amongst Law Enforcement Agencies:
Appropriate sharing of ALPR data is conducted through inter-agency requests. The requests are logged and reviewed by Agency Command. Agencies that have requested ALPR data from Edina Police Department all appear to be 13.824 compliant. Edina Police Department was found to be compliant in this part of the statute.

Public Log of Use:
The Edina Police Department compiles monthly reports that contain the requirements of 13.824 Subd. 5. These public logs of use are readily available through a proper records request through the Edina Police Department. Edina was found to be compliant in this part of the statute.

Notification to Bureau of Criminal Apprehension:
The Edina Police Department has made the required notification to the Minnesota Bureau of Criminal Apprehension (BCA), which was validated on the BCA's website. The Edina Police Department was found to be compliant in this part of the statute.

Biennial Public Accountability Audit:
The Edina Police Department signed an ALPR audit agreement on July 25, 2017. Agency command staff understood the intent of the public accountability and provided access to policies and procedures, staff interviews, and audit of the ALPR Systems. The Chief of Police acknowledges their intent to comply with Minnesota Statutes 13.824, completing audits every two years. The Edina Police Department was found to be compliant in this part of the statute.

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

This Audit was conducted and attested to by:

Dimitrios Hilton
LOGIS Security Specialist

Submitted to: Edina Chief of Police
                        Minnesota Commissioner of Administration
                        Legislative Commission on Data Practices and Personal Data Privacy
                        Chairs of Legislative Committees