



## **Richfield PD 2017 ALPR Audit**

### **Executive Summary**

**October 9, 2017**

#### **Background:**

Richfield PD retained the LOGIS Security Specialist in order to audit the Agency's use of ALPRs against the requirements of MN Statute 13.824 that went into effect on August 1, 2015. Richfield PD signed an Audit Agreement on June 14, 2017. Richfield PD has ALPR systems on 2 Squad Cars and no stationary ALPR units at the time of the audit.

#### **Department Policy & Procedures:**

Richfield PD has an ALPR Policy in place and has been keeping it updated to reflect the most current version of MN Statute 13.824. A review of this policy found that Richfield PD was compliant in this part of the statute.

#### **Data Security:**

The Richfield PD 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. Richfield was found to be compliant in this part of the statute.

#### **Record Retention:**

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



**Data Classification:**

Richfield PD 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 Richfield PD. Richfield 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. Agencies that have requested ALPR data from Richfield PD all appear to be 13.824 compliant. Richfield was found to be compliant in this part of the statute.

**Public Log of Use:**

Richfield PD 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 Richfield PD. Richfield was found to be compliant in this part of the statute.

**Notification to Bureau of Criminal Apprehension:**

Richfield PD has made the required notification to the Bureau of Criminal Apprehension. This was validated on the BCA website. Richfield was found to be compliant in this part of the statute.

**Biennial Public Accountability Audit:**

Richfield PD signed an ALPR audit agreement on June 14, 2017. Command understood the intent of the public accountability and provided easy access to policies and procedures, staff interviews, and audit of the ALPR Systems. The Chief of Police acknowledges their intent to comply with MN Statute 13.824 and to continue audits every two years. Richfield was found to be compliant in this part of the statute.



**Conclusion:**

Based on the results of the Richfield PD 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:



Dimitrios Hilton

LOGIS Security Specialist

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

