LOGIS
LOCAL GOVERNMENT INFORMATION SYSTEMS

City of Rochester Police Department
Automated License Plate Reader (ALPR) Biennial Audit
Results Report
December 19, 2022

At the request of the City of Rochester Police Department (RPD), LOGIS has conducted the biennial audit of their Automated License Plate Reader (ALPR) System pursuant to Minnesota Statute §13.824 Subd. 6.

Minnesota Statute §13.824 data elements include:

- Data Collection, Classification and Use Restrictions
- Destruction of Data
- Sharing Among Law Enforcement Agencies
- Log of Use Required
- Biennial Audit
- Authorization to Access Data
- Notification to the Bureau of Criminal Apprehension (BCA)

After analysis of the statutory requirements and evaluation of the City of Rochester Police Department's management and use of Automated License Plate Reader technology, LOGIS has found the City of Rochester Police Department in compliance with Minnesota Statute §13.824 based on the following findings:

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Control #	Statute Subd.	Control Objective	Testing Procedure	Testing Result
1	§13.824 Subd. 2	Data collection; classification; use restrictions	Reviewed RPD Automated License Plate Reader Policy 427. RPD provided screen print of sample license plate read showing proper limited collection of data. RPD provided screen print of license plate data file being pulled only from state of Minnesota. RPD provided screen print of BOSS ALPR system requiring the requester and case number be entered when searching the plate read database. Interviewed RPD staff and officers responsible for ALPR system administration.	No exceptions found

Control #	Statute Subd.	Control Objective	Testing Procedure	Testing Result
2	§13.824 Subd. 3	Destruction of data required	Reviewed RPD Automated License Plate Reader Policy 427 on Data Collection and Retention. RPD provided screen print from BOSS ALPR System showing retention settings set to 60 days.	No exceptions found
3	§13.824 Subd. 4	Sharing among law enforcement agencies	Reviewed RPD Automated License Plate Reader Policy 427 section on Releasing ALPR Data. RPD provided screen print of BOSS ALPR system requiring the requester and case number be entered when searching the plate read database. Interviewed RPD staff and officers responsible for ALPR system administration.	No exceptions found
4	§13.824 Subd. 5	Log of use required	RPD provided the most recent public log of use.	No exceptions found
5	§13.824 Subd. 6	Biennial audit	Reviewed RPD Automated License Plate Reader Policy 427 section on Accountability. Reviewed MN Legislative Reference Library for past audits.	No exceptions found

Control #	Statute Subd.	Control Objective	Testing Procedure	Testing Result
6	§13.824 Subd. 7	Authorization to access data	Reviewed RPD Automated License Plate Reader Policy 427 on Accountability and Releasing ALPR Data. Reviewed City of Rochester Security Incident Management Plans. RPD provided screen print from BOSS ALPR System showing role-based access controls. Interviewed RPD staff and officers responsible for ALPR system administration.	No exceptions found
7	§13.824 Subd. 8	Notification to Bureau of Criminal Apprehension	Reviewed RPD Automated License Plate Reader Policy 427 section on Operations. Reviewed RPD License Plate Reader listing on Bureau of Criminal Apprehension website.	No exceptions found

The findings in the Automated License Plate Reader Audit are impartial and based on information and documentation provided by the City of Rochester Police Department and examined by LOGIS information security staff and management. It demonstrates that the security, public accountability and administration of the RPD ALPR program is in compliance with MN Statute §13.824.

Local Government Information Systems (LOGIS) attested this audit on December 19, 2022:

Blake Tyra
LOGIS
Information Security Analyst

Respectfully submitted to the following:

James Franklin, City of Rochester, Chief of Police
Minnesota Commissioner of Administration
Legislative Commission on Data Practices and Personal Data Privacy
Chairs of Legislative Committees

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