



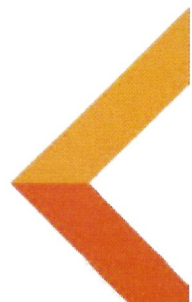
**City of Maple Grove Police Department
Portable Recording System Biennial Audit
Audit Summary
March 29, 2023**

At the request of the Maple Grove Police Department, LOGIS has conducted the biennial audit of the Maple Grove Police Department Portable Recording System pursuant to Minnesota Statute §13.825 Subd 9.

Minnesota Statute §13.825 data elements include:

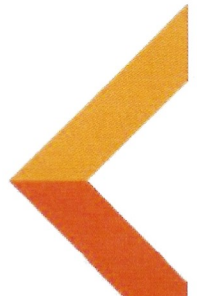
- Data Classification
- Retention of Data
- Access by Data Subjects
- Inventory of Portable Recording System Technology
- Use of Agency-Issued Portable Recording Systems
- Authorization to Access Data
- Sharing Among Agencies
- Biennial Audit
- Notification to the BCA
- Portable Recording System Vendor

After analysis of the statutory requirements and evaluation of Maple Grove Police Department's management and use of Portable Recording System (PRS) technology LOGIS has found the Maple Grove Police Department (MGPD) to be in compliance with Minnesota Statute §13.825 based on the following findings:



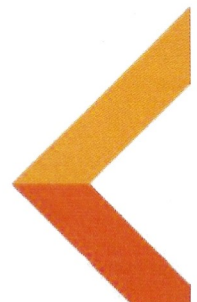


Control #	Statute Subd	Control Objective	Testing Procedure	Testing Result
Item #1	§13.825 Subd 2	Data collected is classified per statute	Reviewed City of Maple Grove Data Practices Policy, MGPD Policy 424.7 Downloading and Labeling of Data Reviewed MGPD provided screen shot from Evidence.com PRS data classifications and retention configurations	City of Maple Grove Data Practices Policy covers the process for classification, distribution and storage of PRS data when entered into the system
Item #2	§13.825 Subd 3	Retention of data	Reviewed MGPD Policy 424.11 Data Retention Reviewed PRS configuration for data retention settings	MGPD Policy 424.11 Data Retention describes the process for retention of data based upon its classification Data is retained for a minimum of 90 days unless otherwise classified by statute PRS is configured to retain data for specified periods based upon classification
Item #3	§13.825 Subd 4	Access by data subjects	Reviewed MGPD Policy 424.8 Administering Access to BWC Data, Policy 424.9 Data Security Safeguards	MGPD Policy 424.8 covers the procedures for releasing data to subjects when request from the MGPD Administrative Support Division Manager
Item #4	§13.825 Subd 5	Inventory of PRS technology	Reviewed MGPD Policy 424.4 Use and Documentation Reviewed PRS configuration for camera inventory and unique assignment to individuals	MGPD Policy 424.4 Use and Documentation describes the usage and inventory of the PRS system. MGPD maintains an inventory of 94 cameras, 86 cameras are assigned to a unique member





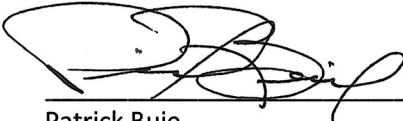
				of the MGPD, 8 cameras are kept as backup/spare Procedures for using the PRS is provided thru the MGPD Policy 424.4 Use and Documentation and Policy 424.13 Training
Item #5	§13.825 Subd 6	Use of agency-issued devices	Reviewed MGPD Policy 424.9 Data Security Safeguards	MGPD Policy 424.9 Data Security Safeguard prohibits personal devices from being worn by members and used for agency purpose
Item #6	§13.825 Subd 7	Authorization to access data	Reviewed MGPD Policy 424.8 Administering Access to BWC Data	MGPD Policy 424.8 prohibits access to data unless there is a specific need to know or has been properly requested
Item #7	§13.825 Subd 8	Sharing among agencies	Reviewed MGPD Policy 424.8 Administering Access to BWC Data	MGPD Policy 424.8 Administering Access to BWC Data includes guidance and procedures for sharing data with other agencies
Item #8	§13.825 Subd 9	Biennial audit	Reviewed MGPD Policy 424.9 Data Security Safeguards	MGPD Policy 424.9 Data Security Safeguards indicates that a biennial audit must be done pursuant to MN Statute §13.825
Item #9	§13.825 Subd 10	Notification to the BCA	Reviewed MGPD Policy 424.9 Data Security Safeguards	MGPD Policy 424.9 Data Security Safeguards indicates that notification to the BCA must happen within 10 days of any technology changes pursuant to MN Statute §13.825
Item #10	13.825 Subd 11	PRS vendor	MGPD has implemented the Axon Enterprise vidence.com PRS System	N/A





This audit summary is exclusively for the City of Maple Grove Police Department. The findings in the Portable Recoding System Audit are impartial and based on information and documentation provided by the City of Maple Grove Police Department and examined by LOGIS Information Security staff and management.

Local Government Information Systems (LOGIS) attested this audit on March 29, 2023:

 March 30, 2023

Patrick Buie
LOGIS
Information Security Specialist

 March 30, 2023

Eric Werner, Chief of Police
City of Maple Grove Police Department

Respectfully submitted to the following:

Eric Werner, Chief of Police, Maple Grove Police Department
Legislative Commission on Data Practices
Legislative Law Library

