

## Brooklyn Center Police Department 2024 Body Worn Camera (BWC) Audit

### Executive Summary Report

Prepared for City of Brooklyn Center

October 29, 2024



# Minnesota Security Consortium - MNSec

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## **Background:**

Brooklyn Center Police Department retained the Minnesota Security Consortium (MNSec) to audit its agency's use of its Body-Worn Camera (BWC, see Definitions Section below) program against the requirements of Minn. Stat. § 13.825 and Minn. Stat. § 626.8473. The Minnesota Security Consortium (MNSec) does not operate or have access to their BWC systems, therefore allowing it to audit the systems as an independent auditor. The Brooklyn Center Police Department provided their administrative access to the GETAC system during the audit to review audit criteria. Interviews and auditing of the GETAC system were conducted with the Brooklyn Center Police Department Command staff during the audit process.

## **Definitions:**

For the purposes of this audit and report, the use of the term Body-Worn Camera (BWC) systems shall be the same as the State Statute definition of "Portable Recording Systems," as defined by Minn. Stat. § 13.825, Subd. 1 (b) as follows:

"portable recording system" means a device worn by a peace officer that is capable of both video and audio recording of the officer's activities and interactions with others or collecting digital multimedia evidence as part of an investigation;

"portable recording system data" means audio or video data collected by a portable recording system; and

"redact" means to blur video or distort audio so that the identity of the subject in a recording is obscured sufficiently to render the subject unidentifiable.

Brooklyn Center Police Department refers to BWC systems in their documentation as "Mobile Video Recording (MVR)" systems.

## **Audit Period and Scope:**

The Audit Period covered by this report covers the period 4/1/2022 to 3/31/2024.

Brooklyn Center Police Department uses the cloud-based GETAC video system for its BWC program. Although their GETAC system records both in-squad video as well as BWC videos, the scope of the audit focused only on BWC video data. Their GETAC system was treated as their only primary source of all BWC data and was the focus of this audit. All GETAC BWC data video had date and time stamps of when the data was collected.

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## **Required Public Hearing:**

Pursuant to Minn. Stat. § 626.8473, Subd. 2, Brooklyn Center Police Department allowed for public hearing regarding its new BWC Program at the Brooklyn Center City Council Meeting held on March 13, 2017. Board Minutes of this Brooklyn Center City Council Meeting were provided to us and reviewed during the audit.

Brooklyn Center was compliant with this aspect of the Statute, Minn. Stat. § 626.8473, Subd. 2.

## **Department BWC Policy:**

Brooklyn Center Police Department has a BWC Policy in place entitled, "Policy 423: Mobile Video Recorders," and was last reviewed/updated 1/17/2024. Their Policy was reviewed to ensure that it contained the required elements as outlined in Minn. Stat. § 626.8473, Subd. 3.

As required by statute they have posted their policy on their public web site (see Policy 423):

<https://www.brooklyncentermn.gov/home/showpublisheddocument/104/638464588544570000>

Brooklyn Center Police Department was compliant with this part of the statute.

## **Officer use of BWC Equipment:**

Brooklyn Center Police Department "Policy 423: Mobile Video Recorders" requires that Officers wear their BWC equipment and activate it during specific instances.

BWC data was sampled and audited across the audit period, and more intensely in the periods of August 2023 and February 2024. Officer's Calls for Service were compared to the GETAC video library to determine if they had been recording videos during those calls in accordance with their policy. In virtually all cases, the patrol officers appeared to be using their BWC appropriately and activating recordings as outlined in the policy section 423.4.1, "REQUIRED ACTIVATION OF THE MVR."

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## **Data Classification and Retention:**

Brooklyn Center Police Department treats BWC data as private unless it is permitted to be released in accordance with the provisions of Stat. § 13.825, Subd. 2.

Brooklyn Center Police Department processes BWC data requests via the front desk staff of the police lobby, using the paper "Brooklyn Center Police Department Report Request" form. These requests are then reviewed and approved by the Records Department.

At the time of the audit, there were no Court mandated BWC data disclosures reported during this audit period.

Brooklyn Center Police Department set up its data classification and retention schedule for BWC videos in the administrative settings of the GETAC console. All BWC data is retained for a minimum of 90 Days, as required by Minn. Stat. §13.825, Subd. 3 (a).

When the BWC data involves the use of force, discharge of a firearm by a peace officer, or when the event triggers a formal complaint against the peace officer, the BWC data is retained for a minimum of 1 year in accordance with Minn. Stat. §13.825, Subd. 3 (b). At the time of the audit, Brooklyn Center Police Department has set that Retention Period to 7 years and for a minimum of 7 years in response to a formal complaint against an officer. Any Officer involved shooting BWC incidents are retained for either 7 years or indefinitely.

No incidents related to the discharge of a firearm by a peace officer were reported during this audit period.

In addition, on specific type of calls, the Brooklyn Center Police Sergeants Department also review BWC videos to ensure that all related videos have the appropriate classification. Any modifications to the classification are auditable in the GETAC audit trail. Sampled BWC data was examined for modifications to the classification tags. The GETAC audit trail indicated when the re-classification was made and by whom. Samples examined during the audit showed that nearly all BWC Data was tagged with the correct classification and Retention Period.

BWC data was sampled and audited across the audit period, and more intensely in the periods of August of 2023 and February 2024. Calls for Service that had BWC data associated to it, and which had expired retention periods, showed that the BWC data had been deleted from the GETAC System.

Brooklyn Center Police Department was compliant with its Classification and Retention requirements based on Statute, Minn. Stat. § 626.8473, Subd. 2. And Subd. 3.

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## **Access by Data Subjects:**

Brooklyn Center Police Department currently has two processes for requesting BWC data, as permitted by statute and department policy.

The public can place request for BWC from the front desk of the police lobby, using the paper “Brooklyn Center Police Department Report Request” form. These requests are then reviewed by the Records Manager or by a member of the Command Staff prior to being approved.

The public can also make data request directly through the department’s online submission form:

<https://brooklyncentermn.justfoia.com/publicportal/home/search>

Brooklyn Center Police Department stated they redact BWC data when released to Data Subjects. They stated that they had processed approximately 36 records requests per year, during the audit period.

## **Use of Agency-Issued BWC:**

Minn. Stat. § 13.825, Subd. 6 states that:

“While on duty, a peace officer may only use a portable recording system issued and maintained by the officer's agency in documenting the officer's activities.”

Brooklyn Center Police Department “Policy 423: Mobile Video Recorders,” Section 423.3 states:

“While on duty, officers may only use MVR equipment issued and maintained by the Brooklyn Center Police Department to document their activities.”

Brooklyn Center Police Department is probably compliant with this part of the Statute.

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## **Authorization to Access Data:**

Brooklyn Center Police Department allows its officers to review their own BWC data. Access is enforced using user accounts and roles/rights in the GETAC system.

BWC data was sampled and audited across the audit period, and more intensely in the period of August of 2023 and February 2024. Results of sampling the BWC data, and its related audit trail in the GETAC system, showed that it was either not viewed at all, viewed by the officer who recorded the data, or by a police supervisor. In approximately 50 samples, BWC video metadata was reviewed during the audit process by the auditor and the Crime Prevention Specialist and the Police Support Services Manager, under the direction of the Chief of Police. In all samples, the BWC videos were shown to be viewed by either no one, the officer or supervisor.

All views and access were consistent with Brooklyn Center Police Department "Policy 423: Mobile Video Recorders" and Minn. Stat. § 13.825 Subd. 7, as authorized by the Chief of Police.

## **Sharing Among Agencies:**

Brooklyn Center Police Department treats BWC data as private and may only share BWC data with other agencies when permitted by Minn. Stat. § 13.825, Subd. 8 and Subd. 7.

Brooklyn Center Police Department processes BWC data requests by other Agencies via email which must contain a legitimate, specified law enforcement purpose, as required by Minn. Stat. § 13.825, Subd. 7.

Brooklyn Center Police Department was compliant with this aspect of the Statute.

## **Biennial Audits:**

Brooklyn Center Police Department has acknowledged that it intends to complete future biennial audits of its BWC System, as required by Minn. Stat. § 13.825, Subd. 9. This year's audit covers 4/1/2022 to 3/31/2024. Their next BWC Audit Period would be 4/1/2024 to 3/31/2026.

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## **BWC System Vendors:**

<https://www.getac.com/us/blog/keeping-law-enforcement-agencies-connected-with-cloud-based-solutions/>

At the time of the audit, GETAC was the primary vendor and system for their BWC program. BWC videos were recorded, classified, and stored Cloud based GETAC system, currently believed to be in the Microsoft Azure Government Cloud Platform.

Because GETAC is a cloud-based solution, it is subject to the requirements of Minn. Stat. § 13.825, Subd. 11 (b), which requires GETAC to follow the requirements of the FBI's CJIS Policy 5.9.3 or subsequent versions.

At the time of this audit, this PDF was the best documentation we could find for the vendor's compliancy:

Getac Video Solutions, Inc. Criminal Justice Information Services (CJIS)  
SECURITY ASSESSMENT REPORT (SAR)  
Version 1.2, December 6, 2023.pdf

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## **Conclusion:**

Based on the results of the Brooklyn Center Police Department BWC Audit conducted by the Minnesota Security Consortium (MNSec), we were able to demonstrate that Brooklyn Center Police Department is using the GETAC BWC System in accordance the requirements of Minn. Stat. § 13.825 and Minn. Stat. § 626.8473.

This Audit was conducted and attested to by:



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Dimitrios Hilton

Senior Auditor, Minnesota Security Consortium (MNSec)

Submitted to:

- Brooklyn Center Police Department Chief of Police
- Brooklyn Center City Council
- Legislative Commission on Data Practices and Personal Data Privacy
- Required Legislative members, as specified by Statute
- MN Legislative Library