



**City of Maple Grove Police Department
Portable Recoding System Biennial Audit
Audit Summary
April 21, 2025**

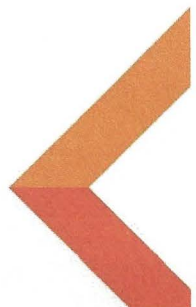
At the request of the Maple Grove Police Department, LOGIS has conducted the biennial audit of the Maple Grove Police Department Portable Recording System pursuant to Minnesota Statute §13.825 Subd 9.

Minnesota Statute §13.825 data elements include:

- Data Classification
- Data Retention
- 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 Recoding 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 compliant with Minnesota Statute §13.825 based on the following findings:

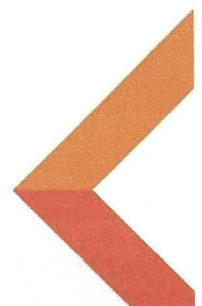
Control #	Statute Subd	Control Objective	Testing Procedure	Testing Result
Item #1	§13.825 Subd 2	Data collected is classified per statute	<p>Reviewed City of Maple Grove PD Data Practices Policy dated January 2024,</p> <p>Reviewed City of Maple Grove PD Body Camera Policy, Section 424.7 Downloading and Labeling of Data.</p> <p>City of Maple Grove PD provided screen shot from Evidence.com showing PRS data classifications and retention configurations</p>	The City of Maple Grove Data Practices Policy and Body Camera Policy, Section 424.7 covers the classification, distribution, and storage of PRS data.
Item #2	§13.825 Subd 3	Retention of data	<p>Reviewed City of Maple Grove PD Data Practices Policy dated January 2024,</p> <p>Reviewed City of Maple Grove PD Body Camera Policy, Section 424.11 Data Retention</p> <p>Reviewed PRS configuration for data retention settings</p>	<p>The City of Maple Grove Data Practices Policy and Body Camera Policy, Section 424.11 Data Retention describes the process for retention of data based upon its classification</p> <p>City of Maple Grove PD policy states is retained for a minimum of 90 days unless otherwise classified by statute</p> <p>PRS is configured to retain data for specified periods based upon classification</p>



Item #3	§13.825 Subd 4	Access by data subjects	<p>Reviewed City of Maple Grove PD Data Practices Policy dated January 2024,</p> <p>Reviewed City of Maple Grove PD Body Camera Policy, Section 424.8 Administering Access to BWC Data, and Section 424.9 Data Security Safeguards</p>	The City of Maple Grove Data Practices Policy and Body Camera Policy, Section 424.8 covers the procedures for releasing data to subjects when requested from the City of Maple Grove PD Administrative Support Division Manager
Item #4	§13.825 Subd 5	Inventory of PRS technology	<p>Reviewed City of Maple Grove PD Body Camera Policy, Section 424.4 Use and Documentation</p> <p>Reviewed PRS configuration for camera inventory and unique assignment to individuals</p>	<p>City of Maple Grove PD Body Camera Policy, Section 424.4 Use and Documentation describes the usage and inventory of the PRS system.</p> <p>City of Maple Grove PD maintains an inventory of 94 cameras</p> <p>93 cameras are currently in the MGPD inventory</p> <p>1 camera is in the RMA process to be replaced</p> <p>Procedures for using the PRS are provided through the City of Maple Grove PD Body Camera Policy, Section 424.4 Use and Documentation and Section 424.13 Training</p>
Item #5	§13.825 Subd 6	Use of agency-issued devices	Reviewed City of Maple Grove PD Body Camera Policy, Section 424.9 Data Security Safeguards	City of Maple Grove PD Body Camera Policy, Section 424.9 Data Security Safeguard prohibits personal devices from being worn by members and used for agency purposes.



Item #6	§13.825 Subd 7	Authorization to access data	Reviewed City of Maple Grove PD Body Camera Policy, Section 424.8 Administering Access to BWC Data	City of Maple Grove PD Body Camera Policy, Section 424.8 prohibits access to data unless there is a specific need to know or has been properly requested and approved.
Item #7	§13.825 Subd 8	Sharing among agencies	Reviewed City of Maple Grove PD Body Camera Policy, Section 424.8 Administering Access to BWC Data	City of Maple Grove PD Body Camera Policy, Section 424.8 Administering Access to BWC Data includes guidance and procedures for sharing data with other agencies when requested.
Item #8	§13.825 Subd 9	Biennial audit	Reviewed City of Maple Grove PD Body Camera Policy, Section 424.9 Data Security Safeguards	City of Maple Grove PD Body Camera Policy, Section 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 City of Maple Grove PD Body Camera Policy, Section 424.9 Data Security Safeguards	City of Maple Grove PD Body Camera Policy, Section 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	City of Maple Grove PD has implemented the Axon Enterprise Evidence 2025 PRS System v2025-03-13.206427	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 April 21, 2025:

A handwritten signature in black ink, appearing to read "Patrick Buie", is written over a horizontal line.

Patrick Buie
LOGIS
Information Security Specialist

A handwritten signature in black ink, appearing to read "Eric Werner", is written over a horizontal line.

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 Reference Library

