

INDEPENDENT AUDIT REPORT

Sheriff Jeff Wersal
Blue Earth County Sheriff's Office
401 Carver Rd.
Mankato, MN 56002

Dear Sheriff Wersal:

An independent audit of the Blue Earth County Sheriff's Office Portable Recording System (body-worn cameras (BWCs)) was conducted on September 10, 2025. The objective of the audit was to verify Blue Earth County Sheriff's Office compliance with Minnesota Statutes §§13.825 and 626.8473.

Data elements the audit includes:

Minnesota Statute §13.825

- 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

Minnesota Statute §626.8473

- Public Comment
- Body-worn Camera Policy

The Blue Earth County Sheriff's Office is located in Mankato, Minnesota and is authorized for forty-one (41) peace officers. The Blue Earth County Sheriff's Office utilizes WatchGuard body-worn cameras and Evidence Library management software. BWC data is stored in the Motorola Solutions WatchGuard cloud. This audit covers the period May 1, 2023 through August 31, 2025.

Audit Requirement: Data Classification

Determine if the data collected by BWCs are appropriately classified.

Blue Earth County Sheriff's Office BWC data is presumptively private. All BWC data collected during the audit period is classified as private or nonpublic data. The Blue Earth County Sheriff's Office had no instances of the discharge of a firearm by a peace officer in the course of duty, use of force by a peace officer that resulted in substantial bodily harm, requests from data subjects for the data to be made accessible to the public, or court orders directing the agency to release the BWC data to the public.

No discrepancies noted.

Audit Requirement: Retention of Data

Determine if the data collected by BWC's are appropriately retained and destroyed in accordance with statutes.

The Blue Earth County Sheriff's Office utilizes the General Records Retention Schedule for Minnesota Counties and agency-specified retention periods in WatchGuard. At the conclusion of a BWC recording, a WatchGuard category type is assigned. Each category type has an associated retention period. Upon reaching the retention date, data is systematically deleted.

Event log reports consisting of all BWC data collected and deleted during the audit period were produced from Evidence Library. Records from the purged event log report were reviewed, and the date the data was collected was verified against the deletion date. Three records with a category of Test/Speed Activation were deleted in less than the minimum ninety (90) days required by statute. Deleted videos were created for the purpose of testing new BWC devices and had no evidentiary value. All other records were deleted in accordance with the record retention schedule and retained for at least the minimum ninety (90) days required by statute.

The Blue Earth County Sheriff's Office received two requests from data subjects to retain BWC data beyond the applicable retention period. Data has not reached its retention period.

Lieutenants monitor BWC data for proper categorization to ensure BWC data are appropriately retained and destroyed.

Discrepancy noted.

Audit Requirement: Access by Data Subjects

Determine if individuals who are the subject of collected data have access to the data, and if the data subject requests a copy of the data, other individuals who do not consent to its release must be redacted.

BWC data is available to data subjects and access may be requested by submission of a Blue Earth County Sheriff's Office request form. During the audit period, the Blue Earth County Sheriff's Office had received no requests to view BWC data but did receive and fulfill requests for copies of BWC data from data subjects. Data subjects who had not consented to release of the data were redacted. Request forms are attached to the incident in the records management system.

No discrepancies noted.

Audit Requirement: Inventory of Portable Recording System Technology

Determine the total number of recording devices owned and maintained by the agency; a daily record of the total number of recording devices actually deployed and used by officers, the

policies and procedures for use of portable recording systems by required by section 626.8473; and the total amount of recorded audio and video collected by the portable recording system and maintained by the agency, the agency's retention schedule for the data, the agency's procedures for destruction of the data, and that the data are available to the public.

Blue Earth County Sheriff's Office BWC inventory consists of thirty-eight (38) devices. Device inventory is maintained within WatchGuard. The inventory includes the device name, serial number, date of last checkout, deputy's name, firmware version, and device type.

Blue Earth County Sheriff's Office BWC policy governs the use of BWCs by peace officers while in the performance of their duties. The policy requires deputies to inspect their BWC to confirm it is charged and in good working order and to conduct a function test if a malfunction is suspected. Deputies noting a malfunction or damage to the BWC are required to notify the BWC coordinator or on-duty supervisor as soon as practicable and obtain a functioning device if possible.

Deputies were trained on the use of the BWCs by Motorola during implementation. Newly hired deputies are trained as part of their field training program.

Randomly selected calls for service were verified against WatchGuard Evidence Library and the event log reports and confirmed that BWCs are being deployed, and deputies are wearing and activating their BWCs. A comparison of the total number of BWC videos created per quarter shows that BWC data is consistently being collected.

The total amount of active data is accessible in the WatchGuard Evidence Library. Total amount of active and deleted data is detailed in the server event log reports.

The Blue Earth County Sheriff's Office utilizes the General Records Retention Schedule for Minnesota Counties and agency-specified retention periods in WatchGuard. BWC video is fully deleted upon reaching the scheduled deletion date. Metadata is maintained on the server. BWC data is available upon request, and access may be requested by submission of a Blue Earth County Sheriff's Office request form.

No discrepancies noted.

Audit Requirement: Use of Agency-Issued Portable Recording Systems

Determine if peace officers are only allowed to use portable recording systems issued and maintained by the officer's agency.

Blue Earth County Sheriff's Office BWC policy states that only office-issued BWCs should be used and that office-issued BWCs shall be strictly limited to office-related activities.

No discrepancies noted.

Audit Requirement: Authorization to Access Data

Determine if the agency complies with sections 13.05, Subd. 5, and 13.055 in the operation of portable recording systems and in maintaining portable recording system data.

Lieutenants review BWC data to ensure BWCs are being utilized in compliance with policy.

Nonpublic BWC data is only available to persons whose work assignment reasonably requires access to the data. User access to BWC data is managed by the assignment of group roles and permissions in WatchGuard. Permissions are based on staff work assignments. Roles and permissions are administered by a Lieutenant. Access to WatchGuard Evidence Library is password protected and requires dual authentication.

The Blue Earth County Sheriff's Office BWC, Protected Information, and Records Maintenance and Release policies govern access to BWC data. The BWC policy states that BWC media shall only be accessed and viewed for legitimate office-related purposes. The policy states that any member who accesses or releases BWC media without authorization may be subject to discipline.

When BWC data is deleted from WatchGuard, its contents cannot be determined. The Blue Earth County Sheriff's Office has had no security breaches. A BCA CJIS Security Audit was completed in December of 2023.

No discrepancies noted.

Audit Requirement: Sharing Among Agencies

Determine if nonpublic BWC data is shared with other law enforcement agencies, government entities, or federal agencies.

Blue Earth County Sheriff's Office BWC, Protected Information, and Records Maintenance and Release policies govern the sharing of BWC data with other law enforcement agencies and governmental entities. The BWC policy states that other law enforcement agencies and government entities may obtain access to not public BWC media for legitimate, specified law enforcement purposes upon written authorization from the Sheriff or the authorized designee and pursuant to office protocols. Sharing of data is documented in Command Central software the records management system.

No discrepancies noted.

Audit Requirement: Biennial Audit

Determine if the agency maintains records showing the date and time the portable recording system data were collected, the applicable classification of the data, how the data are used, and

whether data are destroyed as required.

WatchGuard Evidence library and the server log reports document the date and time portable recording system data were collected and deleted. All BWC data collected during the audit period is classified as private or nonpublic data. The audit log, Command Central software, and the records management system document how the data are used and shared.

No discrepancies noted.

Audit Requirement: Portable Recording System Vendor

Determine if portable recording system data stored in the cloud, is stored in accordance with security requirements of the United States Federal Bureau of Investigation Criminal Justice Information Services Division Security Policy 5.4 or its successor version.

Blue Earth County Sheriff's Office BWC data is stored in the Motorola Solutions Cloud. A Motorola Solutions CJIS Compliance White paper outlines the specific security policies and practices for Motorola Solutions and how they are compliant with the CJIS Security Policy. Motorola performed statewide CJIS-related vendor requirements in Minnesota. Motorola maintains CJIS certification for personnel who are required to complete Level 4 CJIS Security Training upon assignment and annually thereafter.

No discrepancies noted.

Audit Requirement: Public Comment

Determine if the law enforcement agency provided an opportunity for public comment before it purchased or implemented a portable recording system and if the governing body with jurisdiction over the budget of the law enforcement agency provided an opportunity for public comment at a regularly scheduled meeting.

The Blue Earth County Sheriff's Office solicited public comment by media release and on their website. The Blue Earth County Board of Commissioners held a public hearing at their September 27, 2022, meeting.

No discrepancies noted.

Audit Requirement: Body-Worn Camera Policy

Determine if a written policy governing the use of portable recording systems has been established and is enforced.

The Blue Earth County Sheriff's Office established and enforces a BWC policy. The policy was compared to the requirements of Minn. Stat. § 626.8473. The policy includes all

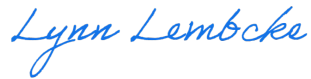
minimum requirements of Minn. Stat. § 626.8473, Subd. 3(b). The BWC policy is posted on the agency's website.

No discrepancies noted.

This report was prepared exclusively for Blue Earth County and the Blue Earth County Sheriff's Office by Lynn Lembcke Consulting. The findings in this report are impartial and based on information and documentation provided and examined.

Dated: October 29, 2025

Lynn Lembcke Consulting



Lynn Lembcke