



City of Coon Rapids Department 2026 Portable Recording System (PRS) Biennial Audit Summary

At the request of the City of Coon Rapids Police Department (CRPD), Local Government Information Systems (LOGIS) has conducted the biennial audit of their Portable Recording System (PRS) 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 Recording System Vendor

After analysis of the statutory requirements and evaluation of the City of Coon Rapids Police Department's management and use of Portable Recording System technology, LOGIS has found the City of Coon Rapids Police Department in compliance with Minnesota Statute §13.825 based on the following findings.

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Statute Subdivision	Control Objective	Testing Procedure	Testing Result
§13.825 Subdivision 2	Data Classification	<p>Reviewed Coon Rapids Police Department (CRPD) Policy 4-411, Section Downloading and Labeling Data, Para: A-B.</p> <p>Reviewed Axon Evidence configuration setting and verified classification categories align with CRPD policy.</p>	CRPD data is properly classified and meets the requirements set forth by MN Statute §13.825 Subdivision 2
§13.825 Subdivision 3	Data Retention	<p>Reviewed Coon Rapids Police Department (CRPD) Policy 4-411, Section Data Retention, Para: A-H.</p> <p>All BWC data shall be retained for a minimum period of 90 days unless otherwise specified by CRPD policy</p>	CRPD data retention schedules meet the retention requirements set forth by MN Statute §13.825 Subdivision 3
§13.825 Subdivision 4	Access by data subjects	<p>Reviewed Coon Rapids Police Department (CRPD) Policy 4-411, Section Administering Access to BWC Data, Para: A-G.</p> <p>Persons can complete and submit a Request for Records form to gain access to non-restricted PRS data.</p> <p>Data subject(s) must also complete a Consent for Release of Information.</p>	CRPD data request processes and policies meet the data access requirements set forth by MN Statute §13.825 Subdivision 4



Statute Subdivision	Control Objective	Testing Procedure	Testing Result
§13.825 Subdivision 5	Inventory of PRS technology	<p>Reviewed Coon Rapids Police Department (CRPD) Policy 4-411, Section Use and Documentation, Para: A-G.</p> <p>CRPD provided screen capture of the total number of devices in system</p> <p>CRPD provided screen capture showing daily log of deployed devices</p> <p>CRPD provided screen print of the total amount of data stored</p>	CRPD camera inventory meets the requirements set forth MN Statute §13.825 Subdivision 5
§13.825 Subdivision 6	Use of agency-issued devices	<p>Reviewed Coon Rapids Police Department (CRPD) Policy 4-411, Section Use and Documentation, Para: A-G</p> <p>Reviewed Coon Rapids Police Department (CRPD) Policy 4-411, Section Administering Access to BWC Data, Para: A-G.</p> <p>Reviewed Coon Rapids Police Department (CRPD) Policy 4-411, Section Agency Use of Data, Para: A-D.</p>	CRPD policy for the use of agency issued devices meets the requirements set forth MN Statute §13.825 Subdivision 6
§13.825 Subdivision 7	Authorization to access data	<p>Reviewed Coon Rapids Police Department (CRPD) Policy 4-411, Section Use and Documentation, Para: A-G</p> <p>Reviewed Coon Rapids Police Department (CRPD) Policy 4-411, Section Administering Access to BWC Data, Para: A-G.</p> <p>Reviewed Coon Rapids Police Department (CRPD) Policy 4-411, Section Agency Use of Data, Para: A-D.</p>	CRPD policy for authorizing access to PRS data and devices meets the requirements set forth MN Statute §13.825 Subdivision 7

Statute Subdivision	Control Objective	Testing Procedure	Testing Result
§13.825 Subdivision 8	Sharing among agencies	<p>Reviewed Coon Rapids Police Department (CRPD) Policy 4-411, Section Administering Access to BWC Data, Para: A-G.</p> <p>Reviewed Coon Rapids Policy Department (CRPD) Policy 4-411. Section Data Security Safeguards Para: A-D</p>	CRPD policy for sharing PRS data with other law enforcement agencies meets the requirements set forth MN Statute §13.825 Subdivision 8
§13.825 Subdivision 9	Biennial audit	Reviewed Coon Rapids Police Department (CRPD) Policy 4-411, Section Data Security Safeguards, Para: A-D.	CRPD policy for conducting biennial audits of PRS systems meets the requirements set forth MN Statute §13.825 Subdivision 9
§13.825 Subdivision 10	Notification to the Bureau of Criminal Apprehension	Reviewed Coon Rapids Police Department (CRPD) Policy 4-411, Section, Notification to the BCA	CRPD policy for notification of PRS system changes to BCA meets the requirements set forth in MN Statute §13.825 Subdivision 10
§13.825 Subdivision 11	PRS Vendor	CRPD currently uses Axon Body 4 firmware version v1.2540.38	CRPD is using the latest firmware release and meets the requirements set forth in MN Statute §13.825 Subdivision 11



The findings in the Portable Recording System Audit are impartial and based on information and documentation provided by the City of Coon Rapids Police Department and examined by LOGIS Information Security staff and management. It demonstrates that the security, public accountability, and administration of the Coon Rapids Police Department Portable Recording System program meet the requirements and is compliant with MN Statute §13.825. Local Government Information Systems (LOGIS) attested this audit on December 31, 2025.

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Respectfully submitted to the following:

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Legislative Law Library

Judiciary Finance and Civil Law (Rep. Becker-Finn and Rep. Scott)

Public Safety Finance and Policy (Rep. Moller and Rep. Novotny)

Judiciary and Public Safety Finance and Policy Committee (Sen. Warren Limmer and Sen. Ron Latz)

