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February 21, 2020

Senator Warren Limmer, Chair  
Legislative Coordinating Commission Subcommittee on Data Practices  
3221 Minnesota Senate Building  
95 University Ave W  
St. Paul, MN 55155

Representative John Lesch, Vice Chair  
Legislative Coordinating Commission Subcommittee on Data Practices  
563 State Office Building  
100 Rev. Dr. Martin Luther King, Jr. Blvd  
St. Paul, MN 55155

Sally Olson, Commission Administrator  
Legislative Coordinating Commission Subcommittee on Data Practices  
72 State Office Building  
100 Rev. Dr. Martin Luther King, Jr. Blvd  
St. Paul, MN 55155

Enclosed please find the Independent Biennial Audit of the Minneapolis Police Department Body Worn Camera (BWC) system Audit Summary Report, for the period August 1, 2017 to July 31, 2019, and completed February 3, 2020.

Sincerely,

A handwritten signature in blue ink that reads "Irene M. Kasper".

Irene Kasper,  
City Clerk's Office

Cc: Legislative Reference Library, [refdesk@lrl.leg.mn](mailto:refdesk@lrl.leg.mn)  
Ryan Patrick, Interim Director of Minneapolis Internal Audit

Enclosures: Summary Report and Certificate of Audit Summary Report by Governing Body

# CERTIFICATE OF AUDIT SUMMARY REPORT

## BY GOVERNING BODY

(Pursuant to Minnesota Statute 13.825, subd. 9)

STATE OF MINNESOTA

County of Hennepin

**TO THE LEGISLATIVE COORDINATING COMMISSION SUBCOMMITTEE ON DATA PRACTICES (FORMERLY LEGISLATIVE COMMISSION ON DATA PRACTICES AND PERSONAL DATA PRIVACY):**

PLEASE TAKE NOTICE, That the undersigned chief clerical officer of the City of Minneapolis DOES HEREBY CERTIFY, that in compliance with the provisions of Minnesota Statute 13.825, portable recording systems, Wildcard Corporation conducted an audit of the Minneapolis Police Department's Body Worn Camera system to ensure compliance with state laws in accordance with Minnesota Statute 13.825, and was presented to the City Audit Committee on January 13, and February 3, 2020, and published on February 3, 2020. The scope of the audit covers August 1, 2017 to July 31, 2019.

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A copy of the Independent Biennial Audit of the Minneapolis Police Department Body Worn Camera system Audit Summary Report is hereto annexed and made a part of this certificate by reference.



Signed: \_\_\_\_\_

  
Casey Joe Carl, City Clerk  
City of Minneapolis  
(Official designation of officer)

Chief Arradondo:

Wildcard has completed an audit of the Body Worn Camera (BWC ) system managed and used by the Minneapolis Police Department (MPD) in fulfillment of the statutory audit requirements established by MN State Statute 13.825 Subd. 9. After analysis of the relevant statutory requirements and evaluation of MPD's management and use of BWC technology and data for the audit review period, Wildcard has concluded this engagement. This letter is to communicate our findings. **Wildcard found MPD to be in compliance.** We evaluated the following:

1. MPD has created policy and procedures that addresses requirements of Statute 13.825
2. MPD policy and procedures provide the appropriate classification of BWC data as defined by statute.
3. MPD has detailed training for the operation of BWC and related policies.
4. BWC data is automatically retained in web portal for length of time specified by statute. MPD has implemented a supervisory review process to validate data is properly retained.
5. MPD is able to produce a log that shows:
  - a. Total Number of devices owned and accounted for
  - b. Total Number of devices in use
  - c. Total amount of data recorded
6. Processes are in place for all data released to the public to be properly redacted
7. All BWC data requests are properly evaluated and released only to those authorized for access
8. Access to BWC data is restricted to those explicitly authorized by defined administrators. MPD was able to produce a list of those who have access to the system and their roles.
  - a. MPD has a written access control policy
  - b. MPD has data analytics processes to determine if a breach occurs
9. MPD has in place processes to appropriately notify the Bureau of Criminal Apprehension in the event of an expansion of BWC capabilities.

Wildcard has determined that MPD conforms to MN State Statute 13.825 in its operation and management of its BWC system. MPD has demonstrated a good faith effort to dutifully comply with the requirements and limits imposed by the legislature in the use of BWC technology and data and found no evidence of misuse.

Sincerely,

Timothy McLaurin  
Director of Information Security