



Pinal County Sheriff's Office

Paul Babeu
Sheriff

Steve Henry
Chief Deputy

FACSMILE COVER SHEET

To: ACLU

Attn: Anjali Abraham

FAX # 602-650-1376

PAGES: 17

FROM: ANDREA KIPP #341
SUPERVISOR
PINAL COUNTY SHERIFF'S OFFICE
RECORDS UNIT

TO VERIFY RECEIPT OF THIS TRANSMISSION PLEASE CALL OR FAX US AT:

DIRECT LINE (520) 866-5142
FAX # (520) 866-5169

ATTACHED IS THE VENDOR INSTALLATION PROCESS. AT CURRENT PINAL COUNTY SO ONLY HAS ONE (1) VEHICLE INSTALLED WITH LPR. BUT FOR SECURITY PURPOSE, THE VEHICLE WILL NOT BE ABLE TO BE DISCLOSED AS TO IT'S LOCATION. PLEASE CONTACT ME IF YOU HAVE FURTHER QUESTIONS. THANK YOU!

IF YOU HAVE ANY QUESTIONS CONCERNING THIS FAX PLEASE FEEL FREE TO CONTACT ME AT THE ABOVE NUMBER. THANKS

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Pinal County Sheriff's Office

Paul Baben
Sheriff

September 19, 2012

ACLU
P.O. BOX 17148
PHOENIX, AZ 85011
Att: Anjali Abraham

Re: Automatic License Plate Readers

See attached Installation process provided by the vendor for installation by our IT Department.

Richard Jones, Chief Information Officer has provided the file setup process:

*Procedure for receiving a file for DPS with (what we think are) stolen license plate numbers:
IT setup job to copy files from DPS twice a day to a network drive...(Spillman server out to network drive).*

PCSO user(s) would then copy files from network drive to thumb drive(s)...

PCSO user(s) then would upload files from thumb drives to laptop that is located in the patrol vehicle with LPR

If you have further questions regarding your request, please contact our office at
pcsorecords@pinalcountya.gov or you can call (520) 866-5142.

Sincerely,

A handwritten signature in black ink, appearing to read "Andrea Kipp".

Andrea Kipp #341
Records Supervisor

971 Jason Lopez Circle Building C * P.O. Box 867 * Florence, AZ 85132
Main (520) 866-6800 * Fax (520) 866-5195 * TDD (520) 868-6810

ALFONSO SOLER MEEZE
EXECUTIVE DIRECTOR

RONNIE REVELS
PRESIDENT



RECEIVED PCSO RECORDS

AUG 08 2012
CLERK *Doc #by*

July 30, 2012

Final County Sheriff's Office
Public Records
917 Jason Lopez Circle Building C
P.O. Box 867
Florence, AZ 85232

Re: **Public Records Request / Automatic License Plate Readers**

To Whom It May Concern:

AMERICAN CIVIL
LIBERTIES UNION
FOUNDATION
OF ARIZONA
P.O. BOX 11146
PHOENIX, AZ 85011
PH: 602.656.1853
F: 602.656.1374
WWW.ACLU-ARIZONA.ORG

This letter is a request under Arizona's Public Records Law, A.R.S. § 39-121 *et seq.*, by the American Civil Liberties Union (ACLU) of Arizona. This request seeks records regarding automatic license plate readers (ALPRs). ALPRs are also sometimes referred to as Automatic Vehicle Identification, Car Plate Recognition or License Plate Recognition equipment and/or software. This records request uses ALPR in reference to any of this technology.

Records Requested

Please provide copies of the following records created from January 1, 2006 to the present:

1. All records regarding your policies, practices and procedures for procuring and using ALPR technology, and for storing, accessing and sharing data obtained through ALPR technology;
2. All records regarding the procurement of ALPR technology, including
 - a. sources of funds used to pay for ALPR technology;
 - b. invoices for the purchase of ALPR technology;
 - c. local government approval for any ALPR purchase;
 - d. interactions with vendors, suppliers and potential suppliers of ALPR technology, including materials and fact sheets supplied by vendors describing their products;
3. All records regarding the use of ALPR technology, including
 - a. what types of data are obtained;
 - b. number of license plates scanned and/or read in a given time period (day, month, year, etc.);
 - c. the number of ALPR units or systems acquired;

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OF ARIZONA

- d. the number of vehicles equipped with ALPR technology;
 - e. for stationary deployments, the number and physical location of ALPR units;
 - f. the technical capabilities of the ALPR units;
4. All records regarding the storage of data obtained using ALPR technology, including
 - a. what types of data are stored for any period longer than an hour;
 - b. how long data is stored;
 - c. when data must be discarded;
 - d. how many individual license plate scan records your agency currently stores;
 5. All records regarding access to ALPR data, including
 - a. the legal justification required before an individual accesses ALPR data;
 - b. purposes for which the data may be accessed;
 - c. purposes for which the data may *not* be accessed;
 - d. who may access the data, what procedures they must go through to obtain access, and who must authorize access;
 - e. the existence or non-existence of a system that records who accesses the data and when the data is accessed;
 6. All records regarding the sharing of data obtained through ALPR technology, including
 - a. what type of data is shared;
 - b. which databases your agency puts collected ALPR data into;
 - c. third parties, governmental or private, that may access your agency's ALPR data, including what procedures third parties must go through in order to access the data and any restrictions placed on third parties regarding further sharing of your ALPR data;
 - d. any agreements to share ALPR data with outside agencies, corporations or other entities;
 7. All records regarding obtaining ALPR data from third parties, including which databases your agency can access;
 8. All training materials used to instruct members of your agency in ALPR deployment, data management, or operation of automated records systems that contain ALPR data to which any member of your agency has access, including regional or shared ALPR databases.

The ACLU of Arizona is a non-profit civil rights organization and these records are not sought for any commercial purpose. We therefore agree to reimburse you for reasonable costs associated with photocopying only. Ariz. Rev. Stat. § 39-121.01(D)(1); cf. *Hanania v. City of Tucson*, 128 Ariz. 135, 136, 624 P.2d 332, 333 (Ariz. Ct. App. 1980) (agency may not charge non-commercial requestors for costs associated with searching for records). *If this amount will exceed \$50, please inform us of this promptly prior to incurring the costs.* We reserve the right to designate some or all of the records for copying after onsite inspection. Please send us documents in electronic formats if at all possible.

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Arizona public records law carries with it a presumption that all records are "open to the public for inspection as public records." *Carlson v. Pima County*, 141 Ariz. 487, 490, 687 P.2d 1242 (1984). If this request is denied in whole or in part, please state the specific grounds for denial and provide us with the name and address of the person to whom an appeal may be directed. All severable portions of otherwise exempt material must be made available. Furthermore, we reserve the right to appeal your decision to withhold any information.

According to A.R.S. § 39-121(D)(1) and (E), a custodian of public records shall comply with a request promptly. Please provide these records as soon as possible, but no later than Friday, August 31, 2012. If we do not hear from you by that time, we will deem the request denied.

Thank you for your prompt attention to this matter. Please furnish all applicable records to American Civil Liberties Union of Arizona, P.O. Box 17148 Phoenix, AZ 85014, attn: A. Bareiss. If you have any questions, please contact me or Program Associate Addy Bareiss at 602-650-1854.

Sincerely,

Anjali Abraham
Public Policy Director
602-773-6009



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A Finmeccanica Company



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ONE (1) YEAR LIMITED WARRANTY

COVERAGE

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412 Clock Tower Commons, Brewster, NY 10509 Direct: 845-278-5425 Toll Free: 866-9-MPH900 www.elsagna.com

QF-05.001

**ELSAG North America**

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For technical support or to arrange for service on your ELSAG product, call our toll free 24 hour hotline at 1-866-9MPH900.

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QF-05.001



5 Installation of the Base Software Components

In this section we describe the installation of the necessary off-the-shelf software components.

Temporarily disable any firewall, anti-virus and pop up blocking software currently running in the computer before launching the installation software.

Step 1

This is to install the proprietary middleware software.

- Run the Mwp66WinNT.exe setup program available under ..\Base Software Components\MWP v6.6
 - Always select the default options.
- Perform Windows system restart as requested.

After the Restart, launch the program Start-> Middleware MWP->Engine Monitor to check the correct installation of the Middleware. Double-click on LOCALHOST or the name of the computer as you can see from the figure below. The services you see in the figure below in red should be the only services stopped. All others should be green. If the connection is successful and no other error messages are returned the installation has been successful and you can proceed to step 2.

MWP Monitor 1.6 - monitoring 1110000-080528

Action [Icons]

MWP Monitor [Classic View | Web View]

Service name	Status	Ctrl Status	Pid	Last Err.	Startup
MWP Logs Manager	STARTED	✓ None	3648	0	Auto
MWP Event Handler	STARTED	✓ None	3684	0	Auto
MWP Naming Server	STARTED	✓ None	3692	0	Auto
MWP FTP Server	STARTED	✓ None	3732	0	Auto
MWP HTTP Server	STARTED	✓ None	3740	0	Auto
MWP Monitoring Agent	STOPPED	✓ None	0	0	Manual
MWP API Server	STARTED	✓ None	412	0	Auto
MWP Transport Client	STARTED	✓ None	864	0	Auto
MWP Transport Server	STARTED	✓ None	1100	0	Auto
MWP Cleaner	STARTED	✓ None	1424	0	Auto
MWP Audit Handler	STOPPED	✓ None	0	0	Manual
MWP File Transfer Server	STOPPED	✓ None	0	0	Manual
MWP Scheduler	STOPPED	✓ None	0	0	Manual
MWP Download & Install	STOPPED	✓ None	0	0	Manual

Application Name	Severity	Is Logged
MWP	Log	1
MWPEventH	Warning	1
MWPNameAg	Warning	1
FTPd	Warning	1

LOCALHOST Startup 10/21/12 10/12/2008 MWP STARTED Release 6.6.0 API: 0 SAPI: 0 SN: 14 No pending...



Step 2

This step refers to the installation of the Microsoft Database Engine.

This step is required only if the Mission Report Module is installed. Otherwise skip setup 2 and perform step 3.

DbaMgr2k is a freeware program that allows connecting to the MSDE database and modifying application parameters, if needed.

1. Run the MSDE_Setup.exe setup program, under .\Base Software Components\MSDE
2. Run the Setup_DbaMgr2k.exe setup program.
3. Perform Windows system restart.

After the restart, check that the MSSqlServer icon is present in the computer system tray (bottom - right of the screen) and that its small arrow is green.

If is possible to install the Microsoft SQL 2005 Express Edition database engine instead of MSDE.

Step 3

This is the Microsoft .NET framework. Install only if not already present in the system.

1. Run the dotnetfx.exe setup program from .\Base Software Components\NET_FRAMEWORK_2.0

Note that the .Net framework version is changed from 1.1 to 2.0. It is usually not necessary to uninstall the framework if a previous version is already installed.

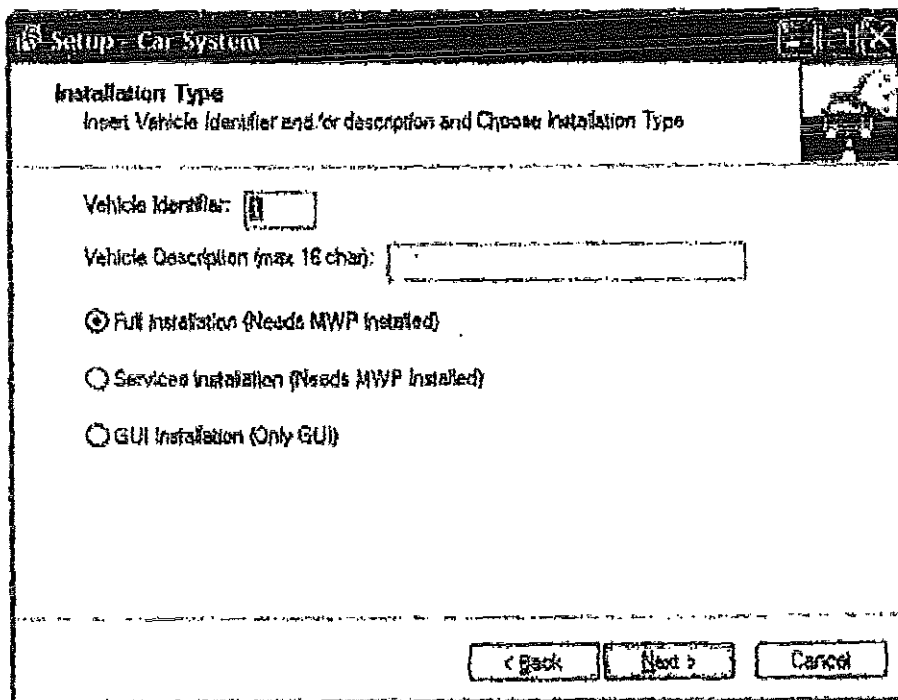


6 Installation of Stand Alone Car System

The stand alone *CarSystem* is not wirelessly connected to the Command Center. Optionally it's possible to transfer data to a Command Center via manual download and file transfer (i.e.: via flash drives).

Install the *CarSystem* components, according to the following steps:

- Select RELES_*CarSystem*_Setup.exe from the ..\CarSystem_V<Version> folder and run the application
- You will have a Welcome window showing the *CarSystem* version number.
- Then the user will be requested to accept the License Agreement
- The next window will be the Installation Type: Enter a car number in the Vehicle Identifier field or leave 1 as default. The Vehicle Identifier is important to differentiate cars in the statistics reports when the application envisions more than one car. This is an internal identifier used when the unit is part of a fleet of vehicles coordinated by an Operation Center.

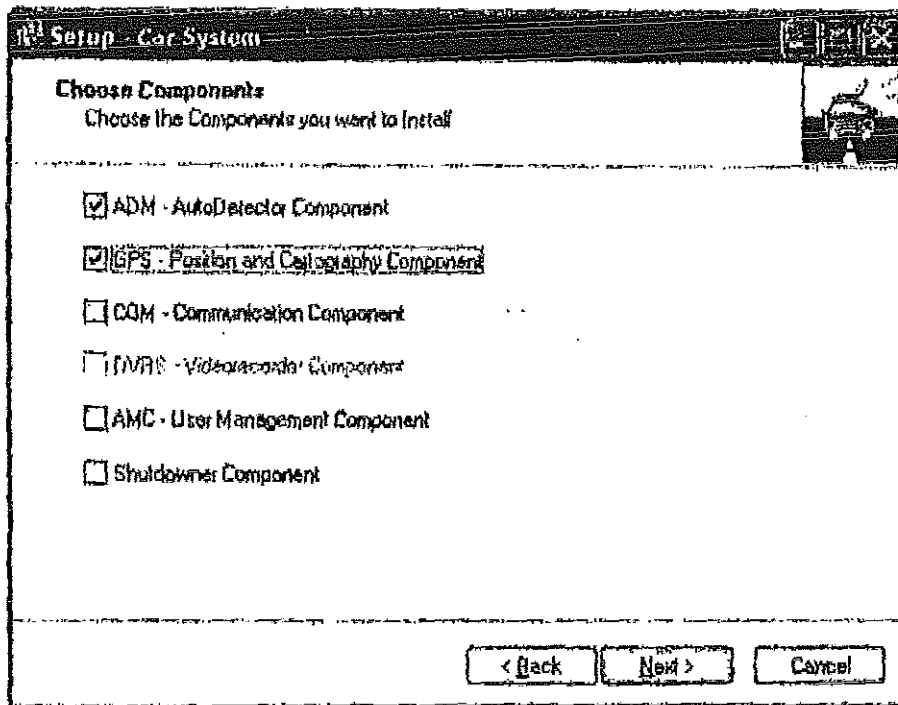


- Select Full Installation whenever the cameras are directly connected to a single MDT or on-board PC. If you are upgrading the system you can upgrade only the *CarSystem* Services or the User Interface. The *CarSystem* services are the software modules that communicate with the external devices, ranging from the



MPHTM900X cameras to the GPS receiver. It is possible to split the services and the GUI into different computers networked together.

- Click next



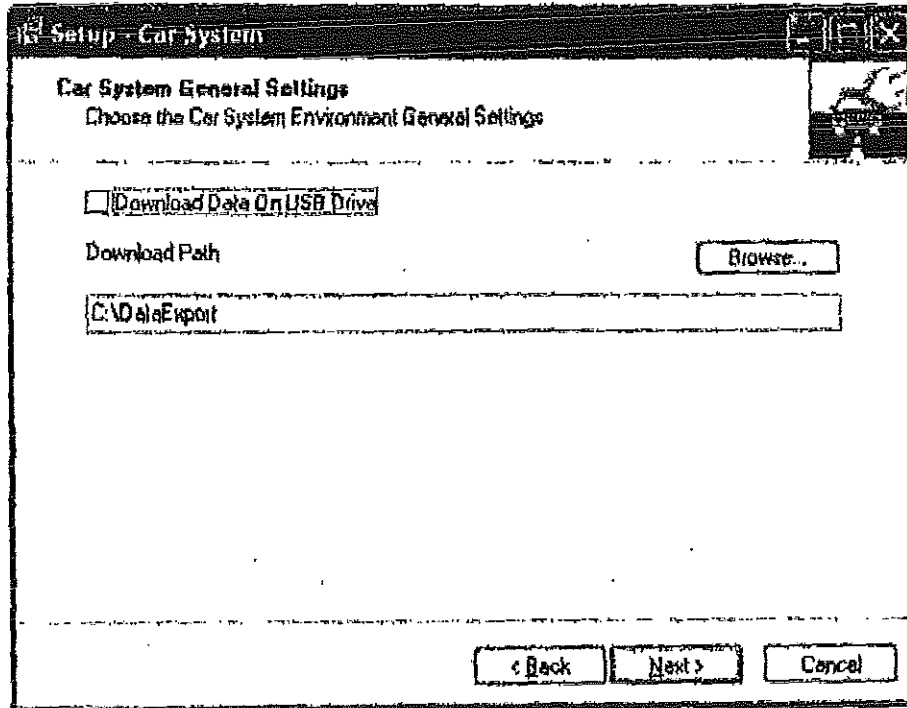
- Select *ADM-AutoDetector Component* to install LPR (License Plate Reader). This module is mandatory.
- Select *GPS - Position and Cartography Component*, if a GPS receiver is available and pre-installed
- Uncheck *COM Communication Component*; this option can be installed only with the optional Operation Center software on a remote server, if wireless communication (WLAN or Cellular) is available.
- Check *Shutdowner Component* if you want the *CarSystem* shutting down the XP computer when it closes.
- Check *AMC-User Management Component* if you want to setup user profiles for *CarSystem*. If you uncheck this the *CarSystem* will automatically open up the user interface without requesting any password. If you want to add the Login system



Click next



Below *Select Download Data On USB* if you want the data exported to a USB drive only. The *Download Path* option will be grayed out. Deselect it to download it to the C:\ drive and then Type in the path or Click Browse and select where you want the data to be exported to. This is only for a manual export of data and images from *CarSystem*.



Click Next.



Setup - Car System

ADM - AutoDetector Mobile
Mission Report Module Settings

☒ Enable Mission Report Module

Maximum Transit Data Storage Period (in Days):

Maximum Alarm Data Storage Period (in Days):

Database Login:

Username:

Password:

Query Result Export Type

☐ Plain Text TAB Delimited

☒ Zip HTML File with Images

< Back Next > Cancel



- Select *Enable Mission Report Module* to have the Mission Reporting features.
- Set *Maximum Transit Data Storage Period* (default is 5 days) and *Maximum Alarm Data Storage Period*. You may improve the Data Storage period to 30 days or more. That requires additional hard disk space occupation. Data older than the Maximum Data Storage Period are automatically discarded. Note that you can set different time periods for standard reads and alarms.
- The *Database Login* must be a valid Administrator level user of the MSDE or SQL database installed at step 2 or already existing in the computer. The MSDE default installation requires SA user with no password. The database Login is only used during installation but never at run time.
- For *Query Results Export Type* select Zip (HTML Files-Images). In this case data and images will be exported as an HTML file with links to both b/w and color images).

Click next



Uncheck *Enable Data Storage for Download* unless the Manual Data Download feature is required. The feature allows the user to download read and alarm data in a proprietary format. Data can be imported into the optional MPH900 Operations Center module. This mode of operation is alternative to the automatic data download provided by the COM module.

This feature requires the installation of the optional Operations Center system on another computer.

Setup - Car System

ADM - AutoDetector Mobile
Data Storage Settings

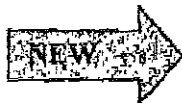
☒ Enable Data Storage for Download

Maximum Transit Data Storage Period (in Days): 30

Maximum Alarm Data Storage Period (in Days): 100

Maximum Manual Download Backup Storage Period (in Days): 15

< Back Next > Cancel



- *Maximum Data Storage period* is the time interval of local buffering of data to be downloaded to the Operations Center.
- *Maximum Alarm Data Storage Period* is the time in days you want to keep alarms.
- *Maximum Manual Download Backup Storage Period* is the time interval where already downloaded data are kept for backup in case the downloaded files are lost and a new copy is needed. Consider that each read is associated to two images for a total of about 70 KB. Determine the time intervals according to available hard disk space.

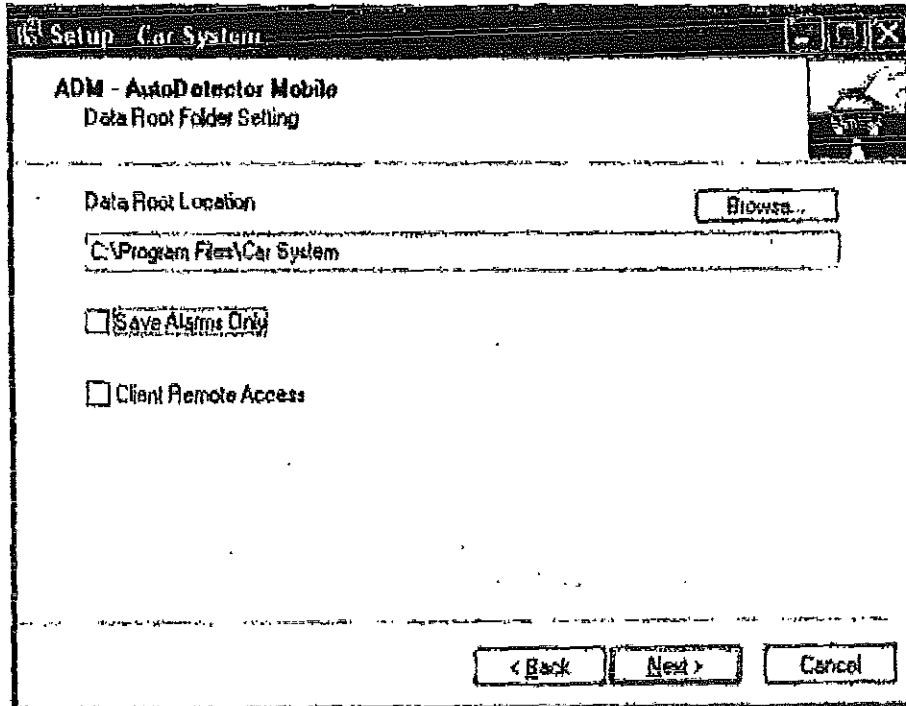
Click Next



For the Manual Data Download to be compatible with an existing Operations Center (OPC) CARS 4.0.0 or earlier, a parameter must be modified after the completion of the CarSystem setup.

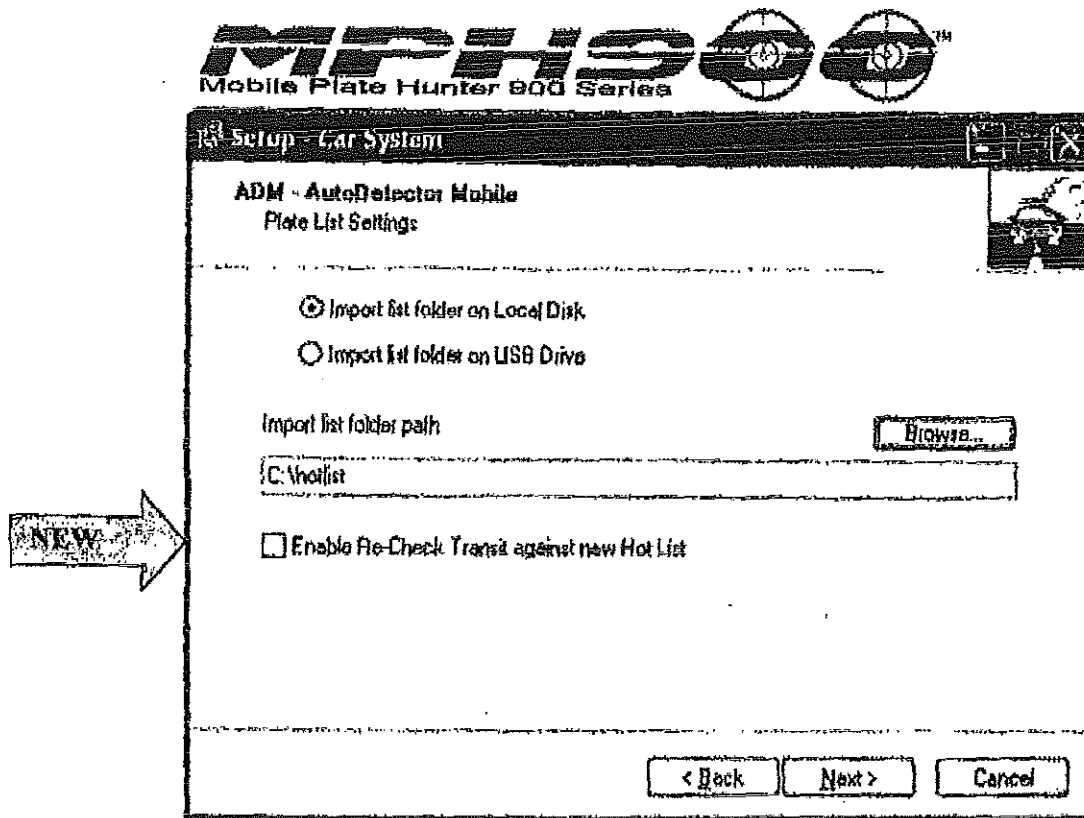
- 1) Open the LTB.INI file under C:\Program File\CarSystem\Services\Logging
- 2) Modify the key MSDDataFormat=0 to MSDDataFormat=1 in the section [Mission Report]
- 3) Restart either NWP or the computer

The Operations Center software from Kit One (CARS 4.5.0 and above) is compatible with the default installation. In this case, there is no need to make this change.



Data Root Location allows the user to select the computer Drive and folder where to keep data, including images. The Drive must be local, network locations are not supported.

Click Next



In Plate List Settings you have the option to either load the hotlist to a specified folder on the system or you could load the hotlist directly from a USB drive by selecting "Import list folder on USB Drive. You could specify the import list folder in the box under "Import List folder path" or click browse to select the folder. The default path is C:\ListImport.

If you had a previous installation it is recommended that you change the path to C:\hotlist as in the image above.

Uncheck Enable Re-Check Transit against new Hot List. This feature should not be used in this version of CarSystem.

Click Next.



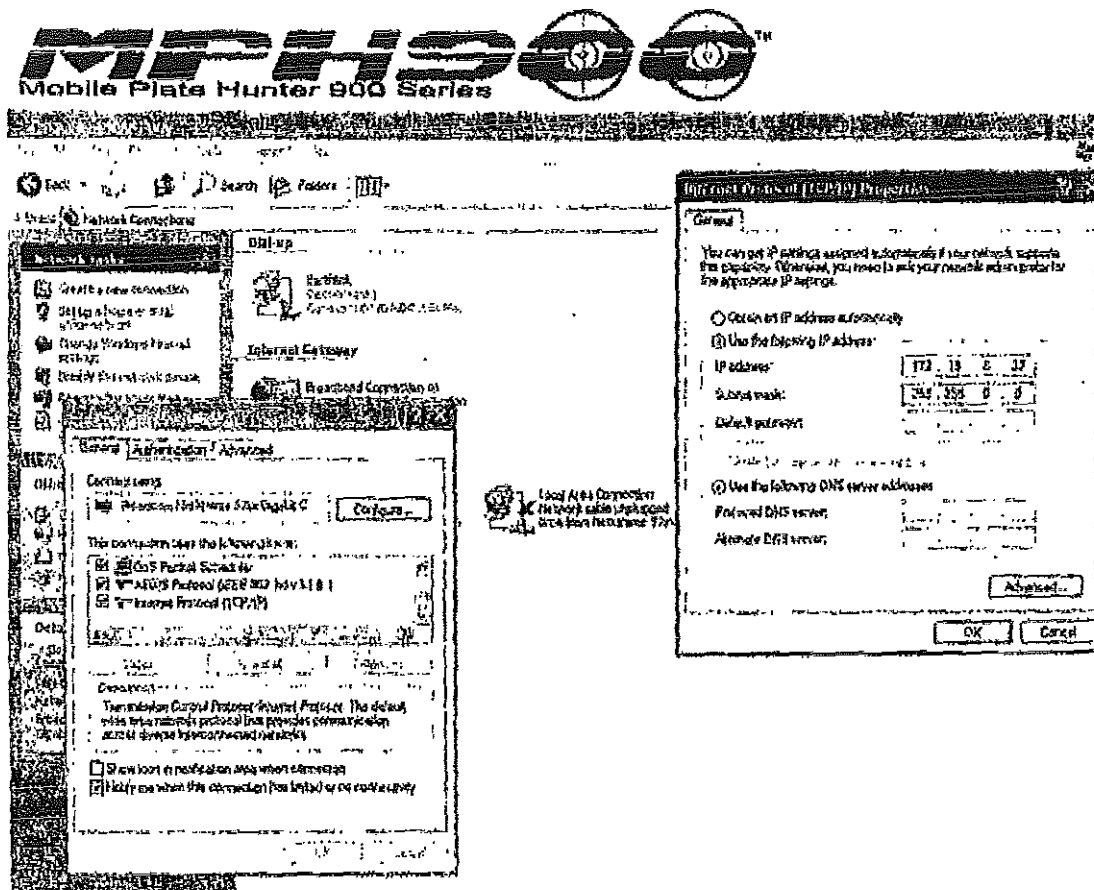
10 Set the Static IP Address

The MDT/laptop has to be connected to the MPHTM900 sensors by means of a TCP/IP network. The computer has to have a Static IP address.

On request, it is possible to change the network subnet and the individual IP addresses of the sensors and the computer. Please contact Technical Assistance for that. The standard IP structure is the following:

Device	TCP-IP address	Note
Computer	172.19.8.37	Ethernet NIC connected to the AD3 junction box.
Left camera	172.19.8.31	
Right Camera	172.19.8.32	

The TCP/IP traffic must be enabled among the following addresses 172.19.8.31, 172.19.8.32, 172.19.8.37. Wireless networks and Computer Aided Dispatch programs may block TCP/IP traffic as a safety feature. In this case, the above mentioned TCP addresses must be unblocked.



1. Select Start, Control Panel, Network Connections
2. Select the network adapter that will be used to connect to the processor
3. Right click the network adapter
4. Scroll to the bottom of the "This adapter uses these items:" window and select Internet Protocol (TCP/IP)
5. Select Properties
6. Check use the following IP Address
7. For IP Address Enter 172.19.8.37.
8. For Subnet Mask Enter 255.255.0.0
9. Click OK