# MEMORANDUM OF UNDERSTANDING

## Greenfield Police Department
## and
## Hales Corners Police Department

Concerning
## Automated License Plate Reader ("ALPR")
## BOSS Server and Data Sharing

This Memorandum of Understanding ("MOU"), is made and executed this 31st day of July, 2012, by and between the Greenfield Police Department ("Greenfield PD") and the Hales Corners Police Department ("Hales Corners PD").

### I. Purpose

The purpose of this MOU is to define the responsibilities of GREENFIELD PD and Hales Corners PD. The responsibilities defined in this MOU are applicable to any users of GREENFIELD PD's ALPR BOSS Server and ALPR data sharing.

### II. Individual Responsibilities – Initial Implementation

A. GREENFIELD PD will provide the ability for Hales Corners PD to access data on GREENFIELD PD's ALPR BOSS server.

B. GREENFIELD PD will allow connectivity from Hales Corners PD to the Boss Server at the Greenfield Police Department.

C. Hales Corners PD will source, configure and maintain any networking hardware or software located at the Hales Corners Police Department which is necessary to establish connectivity with the BOSS server located at the Greenfield Police Department.

### III. Individual Responsibilities – Ongoing

A. Both agencies agree to work together to facilitate the implementation of ALPR data sharing.

B. Hales Corners PD agrees to abide by network security protocols as established by GREENFIELD PD in maintain he security of the

C. Each agency agrees to notify the other of any hardware or software changes related to the BOSS server and ALPR database.

D. Each agency agrees to promptly notify the other of connectivity outages.

E. Each party agrees to identify and notify the other of their responsible contact person.

F. Outages and connectivity issues will generally be addressed during normal business hours.

G. GREENFIELD PD will be the vendor point of contact for BOSS server software and server hardware located at the Greenfield Police Department and for subscriber units assigned to the Greenfield Police Department.

H. If additional hardware or software related to the submission, storage or query of ALPR data; or upgrades to network connectivity are required, the parties agree determine an appropriate cost sharing model and execute a cost sharing MOU.

## III. Other Provisions

A. All data contributed to and stored on the BOSS server located at the Greenfield Police Department shall be considered the property of the Greenfield Police Department.

B. The Greenfield Police Department shall serve as the Custodian of Records for all ALPR data.

C. At all times and under all circumstances, all personnel shall remain under the sole command of each Agency's respective supervisors, and shall remain employees of their respective Agency.

D. Hales Corners PD agrees to implement a policy which restricts the use of ALPR data to official law enforcement investigations and provide a copy of that policy to GREENFIELD PD.

E. Both Agencies under this MOU shall operate within their own Operating Policy/Procedure in respect to the usage of ALPR at their Agency.

F. Both Agencies shall be solely liable for all acts undertaken by their respective employees, agents, and officers.

G. Nothing in this MOU is intended to reduce or eliminate the jurisdiction either of the Agencies would have in the absence of this MOU.

H. Any amendments to this MOU shall be in writing and signed by both agencies.

I. This MOU shall be construed in accordance with the laws of the State of Wisconsin.

**IV. Termination**

A. Either Agency may terminate this MOU for any reason upon 30 days written notice to the other party.

B. Upon termination of the MOU, the Greenfield Police Department will provide a complete copy of the current ALPR database to the Hales Corners Police Department.

**Whereas**, each agency believes that sharing ALPR data will contribute to the safety and security of the residents of each community, reduce crime and the threat of crime in each community and aid in the investigation and resolution of criminal cases; and,

**Whereas**, the Greenfield Police Department and the Hales Corners Police Department desire to share ALPR data;

**Now therefore**, in consideration of the mutual promises herein contained, the parties do mutually promise and agree to the terms of this Memorandum of Understanding.

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***Brad Wentlandt,* Police Chief** **Date**
**Greenfield Police Department**

_____ 8/6/2012

***Eric Cera,* Police Chief** **Date**
**Hales Corners Police Department**