	LEXINGTON POLICE DEPARTMENT **MEMORANDUM** Lexington, Kentucky	DATE OF ISSUE 1/19/2023	EFFECTIVE DATE	NUMBER

TO: Chief Lawrence Weathers Chief of Police	SUBJECT: Qaurterly Flock Audit October - December 2022
FROM: Lt. David M. Richardson Bureau of Investigations - Intelligence Unit	

An audit of the agency LPR system, FLOCK, was conducted on Thursday January 19th, 2023 in accordance with General Order 2201-01, License Plate Readers.

As of December 31, 2022, 25 LPR cameras are being managed by the Lexington Police Department.

A review of the monthly usage produced the below data:

October 2022
126 Users conducted a Search in the System
5292 Searches were conducted and all listed a reason for the search

November 2022
148 Users conducted a search in the system
5882 Searches were conducted and all listed a reason for the search

December 2022
146 Users conducted a search in the system
3943 Searches were conducted and all listed a reason for the search

All searches audited were determined to have the required investigative search fields completed. During the audit some search "reason" fields would benefit from additional detail. Based on this observation, training and policy revisions are recommended that will require a more detailed description in the search field in order to provide additional oversight and auditable data points. Listed below are recommendations to ensure data searches comply with the new recommendations.

1. All Officers will receive additional instruction through In-Service training and Training updates regarding the use of the LPR system and the requirements and importance of providing descriptive reasons for investigative data searches.
2. Section Lieutenants will be provided with information when search reason fields are determined to not meet requirement standards for additional supervisory review.
3. It is recommend that LPR policy be updated to provide additional clarity of the requirement that when available, an incident or case number should be used in addition to a detailed description in the search "reason" field. If an incident number or case number is not available, a detailed descriptive reason shall be provided.

Hot List Entries:

A review of the Agency Hot list entries shows all entries had an existing request form presented for review/consideration by the supervisor of the Intelligence Unit. A total of 33 entries were created during the quarter for hot list entries. A total of 36 entries were deleted during the quarter after those investigations were complete.