



Faribault County Sheriff's Office

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1700 IN-VEHICLE VIDEO EQUIPMENT POLICY

Issued Date:	01/2001
Revised Date:	02/2004, 04/2023
Approved By:	Mike Gormley, Sheriff; Scott Adams, Chief Deputy

PURPOSE:

The purpose of this policy is to establish a set of guidelines for an officer to follow, which will provide for the uniform use of the in-vehicle video recording system, and will result in the acceptance of the video recording as evidence in a court of law.

It shall be the policy of the **Faribault County Sheriff's Office** that the in-vehicle video recording equipment will be used to document activities surrounding vehicle stops, vehicle pursuits, emergency vehicle operation, and arrest situations and, in addition, to document any circumstance that the officer determines beneficial to record or as directed by the Sheriff.

PROCEDURE:

Setting up the Equipment.

It shall be the officer's responsibility to make sure equipment is in working order at the start of the officer's shift. The officer will attach the remote microphone to his/her person and make sure that battery is charged and it is in working order.

It is desirable that the microphone be worn in such a way that it is not easily detected by the public, thus causing a person to act in a way that they would not normally act. In a two-officer squad, both officers should wear a remote microphone.

The squad driver is the officer responsible for the operation of the system and shall have his/her remote microphone on during such operation. It will be at the discretion of the second officer whether or not to activate his/her remote microphone.

Use of Equipment:

The in-vehicle video recording system is designed to be activated in any of the following three ways:

1. By activating the manual switch,
2. By activating the vehicle's emergency lights, or
3. By activating the remote microphone.

On a traffic stop, the video recording system will be activated either at the time a violation is witnessed or at the time the emergency lights are activated, at the discretion of the officer. In either event, the video recording system will be operated continuously until such time as the violator leaves the scene of the traffic stop.

On an arrest situation, the video recording may be turned off when the officer and the arrestee enter the Sheriff's Office and are thus recording on video at that facility. In any other situation, the video will run as long as the officer deems necessary, but in no event will the video be turned off before the incident being recorded has run its course.

Care of the In Vehicle Video System:

FARIBAULT COUNTY SHERIFF'S OFFICE

1. Video recordings will be uploaded to Sheriff's Office systems and suggested by the manufacturer

Use of Video Tapes.

1. All videotapes and recordings upon the videotapes are the property of the **Faribault County Sheriff's Office.**
2. Videotape recordings may be used as evidence in court proceedings arising from the incidents being recorded.
3. Videotape recordings may be used as a tool by the Sheriff's Office to educate its deputies in the correct or incorrect procedures being depicted.
4. Videotape recordings may be used in a disciplinary action arising out of a complaint of misconduct lodged against an officer(s).
5. Videotape recordings may be used by the Sheriff to evaluate a deputy's conformance to Department policies and procedures.

Videotapes as Evidence:

1. When notice has been received that a recording is required as evidence in a court proceeding, the tape housing such recording will be removed from the rotation and a copy of the event will be made and delivered to the prosecuting attorney. The fee for reproducing the videotape for use by other parties involved will be \$200 dollars. This fee has been approved by the Faribault County Board of Commissioners and will be in effect until changed.

The original tape will remain in the custody of the **Faribault County Sheriff's Office** except under the order of the court. This original will be given evidence tag number under the incident by the evidence technician and returned to the evidence locker "In-Vehicle Video Tapes" with evidence tag affixed.

If notice is not received by the **Faribault County Sheriff's Office** within 60 days of the incident, the possibility that the recording may already have been erased. Under no circumstances will an original recording be erased subsequent to receiving a notice that the recording is required in a court proceeding.

2. When the recording is no longer required by the court, upon approval by the prosecuting attorney, the original tape will be re-inserted into the rotation, See C-3.