

YOUR PARTNER FOR

HB19-1119

COMPLIANCE



THE BENCHMARK ROADMAP: NAVIGATING HB19-1119

Colorado HB19-1119

is already being felt by agencies across the state. Agencies are evaluating their record-keeping processes to identify the most cost-effective – and scalable – way to make them accessible to public requests.

Additionally, Colorado's law enforcement agencies will need to reevaluate their record retention best practices, including methods to satisfy public records requests without sharing protected data like information pertaining to confidential informants, witnesses or victims. Does your agency have an intuitive system for identifying and redacting that information?

Staying compliant with HB19-1119 will only be possible if your department has a way to digitize its records, identify and redact protected data, distribute it to the public, and automatically purge old and exempt records.

1 Digitize



Enter or import summary data from I.A. investigations

HB19-1119 applies to any completed investigations examining the conduct of an on-duty or in-uniform officer. If you already have a digital version of your summary findings, you can easily import that into our Internal Affairs platform within Benchmark Management System® (BMS). You also have the option to manually enter information such as incident details including what type of force your officer used, where the incident occurred, and conditions relevant to the outcome, along with any injuries sustained by your officers or complainants.

Scan or import I.A. files and evidence in any format

Here's where we can help you make sense of all your internal investigation records and the different file types associated with them. Once you've retrieved the data from your I.A. files, you can import it into our platform, regardless of the file type. Using our platform, you're able to create a comprehensive and functional database of your internal investigation files.

2 Redact



Optical Character Recognition (OCR)

Our I.A. platform uses Optical Character Recognition, which gives you the ability to search your documents for protected information, which you can then redact. This makes it easy to comply with HB19-1119 without spending hours manually reviewing every one of your legacy case files.

Optical Character Recognition lets you quickly:

- ✓ Identify protected information types
- ✓ Search for those information types across all your digitized files
- ✓ Redact that protected information before granting public access

3 Report



Manage file requests through an Online Portal

It's possible you've already received file requests citing HB19-1119. Instead of creating one-off reports or opening your entire database to the public, you can create digital reports that can be shared with a link. This makes it easy to manage and respond to requests without overwhelming your staff.

4 Purge



Expand your bandwidth for tracking and purging records

Colorado state law requires records with information related to internal affairs investigations be retained for five years. Purging sounds simple, but many agencies don't have the bandwidth to execute it on a regular basis, especially if they must manually sort through files to identify data that must be retained beyond that window (e.g., files pertaining to open or anticipated investigations). Our automated and configurable purge functionality makes it easy to retain only necessary records.

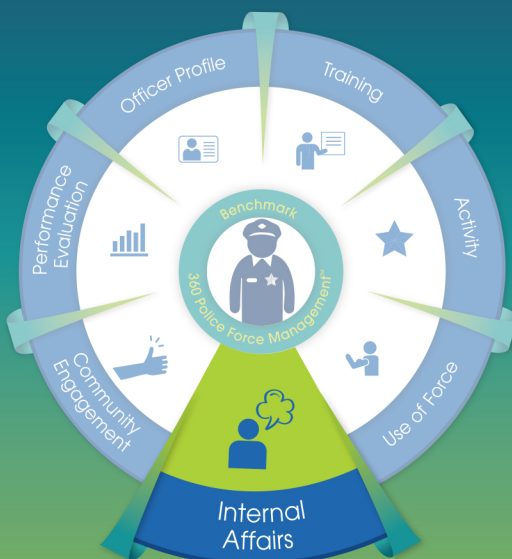


With our Internal Affairs platform, expect to minimize the pains of compliance

Benchmark can help you quickly become HB19-1119 compliant. By trading up to our Internal Affairs platform, you can easily upload files, electronically scan and redact online what you need to, deliver reports and capture information. Working with us, you not only reduce the burden of managing existing internal investigation files, but you ensure your agency has the future-forward system in place to continually improve, and effectively manage, its Internal Affairs workflows and data management.

The result is a partnership that works with you to ensure you minimize:

- ↓ The cost of staying compliant
- ↓ Your personnel needed to generate reports
- ↓ Your risk of sharing protected data
- ↓ The time you spend away from policework



Benchmark Management System® (BMS)

BMS is a single-source software platform featuring seven analytics-driven management modules designed to capture day-to-day operational data in one location.



For more information, email request to:
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