

New Richmond Police Department Open Records

The Chief of Police is designated by the City of New Richmond as custodian of the Police Department records. The investigative sergeant is designated as the Deputy Records Custodian for purposes of Wisconsin State Statute compliance.

Public Law Chapter 19 of Wisconsin State Statutes provides basic authority rights and protections without specific procedure. Rules and regulations of the Wisconsin Department of Justice and National Crime Information Center also regulate use and release of information/records.

Requests for public inspection and/or copying of department records shall be decided by the Department Records Custodian. There is a legal presumption that the record must be released/is open to the public inspection as a matter of law. The Records Custodian must either comply with the presumption by allowing the records to be released or inspected, and if not allowed, the Records Custodian must provide specific reasons for denial.

A balance must be determined between damages to the public or department if the records is released vs. presumed public right. Requests will be evaluated in the present time tense only, future circumstances or the ability to release a record at a future time will not be determined except upon a separate or subsequent demand for inspection.

Records obtained by this Department from the State of Wisconsin Department of Justice Time System/CIB, NCIC, Wisconsin Department of Transportation (DOT) records, other state/federal or local law enforcement records systems or sources are intended for law enforcement purposes and use only.

Persons conducting applicant background investigations, i.e. military and others, may obtain our own Department records as authorized, but will not be given records from other custodians, i.e. CIB, NCIC, WIS-DOT, etc. The various agencies holding these records have procedures in place for the investigator(s) doing these checks to obtain the record directly from the proper custodian.

The fact that we have a copy of someone else's record in our files does not authorize us to release that record.