

To: Director Kevin Callahan  
From: Captain Doug Taylor  
Date: August 22, 2019  
**Subject: Change to Ignition Interlock Program RDA**

When the Ignition Interlock Program was established in 2008, the RDA was set at fifteen (15) years. Since that time we have realized that maintaining records for that long does not serve the program and provides no administrative value to operations. For this reason we ask that our RDA be changed to five (5) years for all records, electronic and paper.

Your consideration of this matter is greatly appreciated.