



# Surveillance Impact Report

Biometric Electronic Monitoring for Alcohol Use  
Adult Probation

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As required by San Francisco Administrative Code, Section 19B, departments must submit a Surveillance Impact Report for each surveillance technology to the Committee on Information Technology ("COIT") and the Board of Supervisors.

The Surveillance Impact Report details the benefits, costs, and potential impacts associated with the Department's use of Biometric Electronic Monitoring for Alcohol Use, (hereinafter referred to as "surveillance technology").

## PURPOSE OF THE TECHNOLOGY

The Department's mission is to achieve excellence in community corrections, public safety, and public service through the integration of evidence-based practices and a victim-centered approach into our supervision strategies.

The surveillance technology supports the Department's mission and provides important operational value in the following ways:

Use of Electronic monitoring (EM) allows clients on supervision to comply with the law, empowers them to make positive changes in their lifestyle while living freely in the community, reduces the likelihood of reoffending, assists them in successful completion of probation and protects the public.

The Department shall use the surveillance technology only for the following authorized purposes:

### **Authorized Use(s):**

- ADP clients can be placed on electronic monitoring of alcohol use based on Court order.

Surveillance technology may be deployed in the following locations, based on use case:

- San Francisco County, Bay Area and other neighboring Counties.

## Description of Technology

This is a product description of the technology:

All of Vendor's equipment is FCC certified. The Vendor's TAD is a continuous alcohol monitoring device worn around the client's ankle 24/7. TAD uses court-validated transdermal technology to detect alcohol events. The water-resistant device incorporates a field-replaceable, fiber-optic strap; samples skin perspiration for the presence of alcohol once per minute; uses a statistical algorithm to distinguish between ingested and environmental alcohol; and incorporates seven tamper detection technologies.

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## Surveillance Oversight Review Dates

PSAB Review: TBD (list all dates at PSAB, and write "Recommended: MM/DD/202X" for rec date)

COIT Review: TBD (list all dates at COIT, and write "Recommended: MM/DD/202X" for rec date)

Board of Supervisors Approval: TBD

This is a description of how the technology works:

TAD is an alcohol monitoring device worn around the client's ankle 24/7. TAD uses transdermal technology to sample perspiration that passes through the skin. The TAD samples perspiration every minute and records an average of all samples every five minutes. This frequency of sampling provides 288 data points within a 24-hour testing period. Vendor provides web application for ADP to access the monitoring data.

### Third-Party Vendor Access to Data

All data collected or processed by the surveillance technology will be handled or stored by an outside provider or third-party vendor on an ongoing basis. Specifically, data will be handled by the Vendor to ensure the Department may continue to use the technology.

### IMPACT ASSESSMENT

The impact assessment addresses the conditions for surveillance technology approval, as outlined by the Standards of Approval in San Francisco Administrative Code, Section 19B:

1. The benefits of the surveillance technology outweigh the costs.
2. The Department's Policy safeguards civil liberties and civil rights.
3. The uses and deployments of the surveillance technology are not based upon discriminatory or viewpoint-based factors and do not have a disparate impact on any community or Protected Class.

The Department's use of the surveillance technology is intended to support and benefit the residents of San Francisco while minimizing and mitigating all costs and potential civil rights and liberties impacts of residents.

#### A. Benefits

The Department's use of the surveillance technology has the following benefits for the residents of the City and County of San Francisco:

	Benefit	Description
<input type="checkbox"/>	Education	
<input type="checkbox"/>	Community Development	
<input type="checkbox"/>	Health	
<input type="checkbox"/>	Environment	
<input checked="" type="checkbox"/>	Criminal Justice	EM/TAB technology allows ADP to monitor clients' compliance with Court orders thus ensuring the safety of residents and the community.
<input type="checkbox"/>	Jobs	
<input type="checkbox"/>	Housing	

X	Other: Public Safety	EM/TAD technology allows ADP to monitor clients' who have an extensive history with abuse of alcohol. This device monitors their alcohol consumption and notifies ADP if the alcohol has been consumed for appropriate response thus ensuring the safety of residents and the community
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**B. Civil Rights Impacts and Safeguards**

The Department has considered the potential impacts and has identified the technical, administrative, and physical protections as mitigating measures:

The Department has considered the potential civil rights/liberties impacts associated with the surveillance technology and has identified administrative, technical, and physical safeguards to mitigate these impacts through responsible technology and data use policies and procedures. APD utilizes use of alcohol electronic monitoring only as ordered by the Court for authorized use cases, statutory requirement for sex offender and as condition of probation determined by ADP if additional supervision is warranted.

The administrative safeguards are the following: the department's Probation Officers are trained on how to install, removed, activate, and deactivate an Electronic Monitor. All Probation Officers are trained on how to navigate centralized web application prior accessing the system/technology. The Division Director and Supervising Probation Officer will be responsible for enforcing the Surveillance Technology policy through its incorporation into the overall Department's Supervision Policy. All Probation Officers will be trained on the Surveillance Technology policy. Violation of the policy will be subject to standard ADP's departmental policies, which may include disciplinary action up to and including termination.

The technical safeguards are the following: The monitoring computer system incorporates a variety of security protocols to protect the overall system and to ensure that only authorized personnel access client and program data.

Login and PIN authentication ensure that only authorized individuals access monitoring data.

Vendor's platforms include various levels of security that comply with National Institute of Standards and Technology (NIST) security standards, including data encryption, protocols for password expiration, maximum login attempts, and forgotten passwords.

Access to the system is strictly controlled and restricted through the defined roles.

Vendor utilizes a series of automated systems and platform checks to detect anomalies in the system, and all log data is captured to a logging server. Critical systems are contained in security-controlled computer rooms.

To ensure internet communications remain secure, digital certificates and the Transport Layer Security (TLS) protocol are being used

The physical safeguards are the following: All hardware is stored at ADP's secure location.

### C. Fiscal Analysis of Costs and Benefits

The Department’s use of the surveillance technology yields the following business and operations benefits:

	<b>Benefit</b>	<b>Description</b>
<input type="checkbox"/>	Financial Savings	
<input checked="" type="checkbox"/>	Time Savings	Having this technology available enhances the efficiency of supervision and decrease the reliance on other agencies.
<input type="checkbox"/>	Staff Safety	
<input checked="" type="checkbox"/>	Data Quality	Electronic data enhances the accuracy and efficiency of collected data.
<input type="checkbox"/>	Other	

The fiscal cost, such as initial purchase, personnel and other ongoing costs, include:

Number of Budgeted FTE (new & existing) & Classification	ADP does not have FTEs dedicated to support this technology.	
	<b>Annual Cost</b>	<b>One-Time Cost</b>
Total Salary & Fringe	N/A	0
Software	N/A	0
Hardware/Equipment	\$115,170.00	0
Professional Services	\$65,853.00	0
Training	N/A	0
Other	N/A	0
<b>Total Cost</b>	<b>\$181,023.00</b>	<b>0</b>

The Department funds its use and maintenance of the surveillance technology through the General Fund.

## COMPARISON TO OTHER JURISDICTIONS

The surveillance technology is currently utilized by other governmental entities for similar purposes.

Other government entities have used the surveillance technology in the following way: This technology allows clients on supervision to comply with the law, empowers them to make positive changes in their lifestyle while living freely in the community, reduces the likelihood of reoffending, assists them in successful completion of probation and protects the public.

The effectiveness of the surveillance technology while used by government entities is determined to be the following: This technology has been in use for over 20 years and widely used in US and other countries.

There have not been adverse effects of the surveillance technology while it has been used by other government entities.