DEM Security Camera Annual Surveillance Report 2024

Fields marked with an asterisk (*) are required.

Change In Authorized Use Cases ⌄

1.1 In the last year, did your department have use cases which differed from your "approved use cases" in your BOS-approved policy?

No

Change in Authorized Job Titles ⌄

2.1 Does the list of "authorized job titles" in your BOS-approved policy need to change? (i.e. Do you need additional job titles to be authorized to access the data, or do you need to remove any current job titles?)

Yes

2.2 Please provide an updated list of authorized job titles.

Adding 3 classifications. 1. 8238: Public Safety Communications Dispatcher 2. 8239: Public Safety Communications Supervisor 3. 8240: Public Safety Communications Coordinator

2.3 Why have the job titles changed?

We are adding the custodian of records office at the Department of Emergency Management. They have employees working in the office from all three of the above classifications and they handle all requests for copies of the video footage in response to an incident.

Change in Number and/or Type of Technology ⌄

Replacement of Old Technology

4.1 Has any technology listed in the policy been replaced?

No

Addition of New Technology

5.1 Has any technology been added which is not listed in the policy?

No

🔖 Ceased Operation of Technology

6.1 Is any technology listed in the policy no longer in use?

No

🔖 Services or Equipment Sources

7.1 List any and all entities, companies or individuals which provide services or equipment to the department which are essential to the functioning or effectiveness of the Surveillance Technology (list "N/A" if not applicable): *

San Francisco Department of Technology

Surveillance Technology Goals ⌄

🔖

8.1 Has the surveillance technology been effective at achieving its identified purpose?

Yes

8.2 In 3-5 sentences, please explain how the technology has or has not been effective

The surveillance technology continues to allow deputies on-site to remotely screen and see all visitors before they access the building. The cameras also allow the deputies to monitor the immediate surrounding area around the building to provide safe passage for employees as well as protecting their vehicles. Between July 1, 2023, through June 30, 2024, there have been approximately 35 reported police incidents on Turk between Gough and Laguna. The incident types included vehicle break-ins, burglary, assault, suspicious persons, as well as others.

Data Sharing ⌄

9.1 Has data acquired through the surveillance technology been shared with entities outside of the department?

Yes

9.2 Was the data shared with city and county departments or other entities associated with city and county government?

Yes

9.3 List which departments received surveillance technology data from your department, what type of data was disclosed, under what legal standard the information was disclosed, and a justification for the disclosure.

The data is shared with both the San Francisco Sherriff's department and the San Francisco Police Department. The San Francisco Sherriff's department and the San Francisco Police Department are both law enforcement agencies governed under the California Penal Code which provides them legal authority to investigate incidents in their jurisdiction. The Sherriff's department provides security for the building, so they have access to live video for security purposes and access control as well as stored video for any investigations. Video has also been shared with the San Francisco Police Department in the past for any investigations that occurred outside of the building but under the San Francisco Police Department jurisdiction. Justification for sharing the video with the San Francisco Police Department can be found in the Department of Emergency Management Surveillance Technology Policy in the following sections:

1. Under the Policy Statement section, Authorized Use #4 allows "Providing video footage/images to law enforcement or other authorized persons following an incident."

2. Under the Business Justification section, it is stated that in order to help with Criminal Justice, video evidence can be provided to law enforcement upon request by formal process, order, or subpoena.

9.4 Was the data shared with entities outside of city and county government?

No

Accidental Receipt of Face Recognition Data ⌄

10.1 Did your department inadvertently or unintentionally receive, retain, access or use any information obtained from Face Recognition Technology?

No

Complaints ⌄

11.1 Has your department received any complaints and/or concerns from community members about this surveillance technology?

No

Violations ⌄

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12.1 Were there any violations of the Surveillance Technology Policy or Surveillance Impact Report, reported through community members, non-privileged internal audits, or through other means in the last year?

No

12.4 Has your department conducted any internal audits of the technology?

No

Statistics and Information about Public Records Act Requests ⌄

⬚

13.1 Has your department received any public records act requests for this surveillance technology?

No

Total Annual Costs for the Surveillance Technology ⌄

14.1 List the number of FTE (new & existing).

Running and operating the surveillance technology takes approximate 2% of a full-time employee's job.

14.2 Are there one-time costs for Fiscal Year 2024-2025?

Yes

14.3 Are there one-time Salary and Fringe costs?

No

14.5 Are there one-time Software costs?

No

14.7 Are there one-time Hardware/ Equipment costs?

Yes

14.8 List total one-time Hardware/ Equipment costs for FY 2024-2025.

The servers need to be replaced and the replacement cost is approximately $20,000.00.

14.9 Are there one-time Professional Services costs?

No

14.11 Are there one-time Training costs?

No

14.13 Are there one-time "Other" costs?

No

14.15 Are there annual costs for Fiscal Year 2024-2025:

Yes

14.16 Are there annual Salary and Fringe costs?

Yes

14.17 List total annual Salary and Fringe costs for FY 2024-2025:

$4,000

14.18 Are there annual Software costs?

No

14.20 Are there annual Hardware/ Equipment costs?

No

14.22 Are there annual Professional Services costs?

Yes

14.23 List total annual Professional Services costs for FY 2024-2025:

We have as needed costs for maintenance through the Department of Technology. We have budgeted $10,000-15,000 for the year for these costs.

14.24 Are there annual Training costs?

No

14.26 Are there annual "Other" costs?

No

14.28 What source of funding will fund the Surveillance Technology for FY 2024-2025?

San Francisco Department of Emergency Management General Funds.

14.29 Have there been any changes to the one-time costs from your department's approved Surveillance Impact Report?

No

14.31 Have there been any changes to the annual costs from your department's approved Surveillance Impact Report?

No