

LIB Computer Time and Management System 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.

0932 Chief Information Officer (1), 1094 IT Operations Support Admin IV (2), 1092 IT Support Administrator II

2.3 Why have the job titles changed?

I have added classifications 1094 and 1092, and updated the TX CIO classification from 0952 to 0932, to include the additional individuals covered by this policy.

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): *

Today's Business Solutions (TBS) Computer Time and Print Management

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

This technology has been highly effective in supporting a wide range of Library Services that benefit residents. It provides free internet access, enabling patrons to access vital resources for education, health, employment, housing, and interactions with the criminal justice system. Additionally, it offers low-cost services like printing, copying, faxing, and scanning, further supporting these needs. For staff, the technology enhances their ability to serve the public by equipping them with better tools, improving efficiency, and enabling the library to deliver more meaningful services and manage resources effectively.

Data Sharing 



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

No

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 ▾



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).**

13

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.

\$103406

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:

\$27798

14.18 Are there annual Software costs?

Yes

14.19 List total annual Software costs for FY 2024-2025:

\$525293

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:

\$3696

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?

LPF (library preservation fund)

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