

LIB 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.

8211 Ground and Patrol Supervisors (4), 8207 Buildings and Grounds Patrol Officers, SFPL (35), 0953 Chief Operating Officer (1)

2.3 Why have the job titles changed?

Yes, the list of "authorized job titles" in the BOS-approved policy needs to change due to the addition of Full-Time Employees (FTEs) in different classifications. The number of 8211 Buildings and Grounds Patrol Officer Supervisors and the number of 8207 Buildings and Grounds Patrol Officers at SFPL has increased. The position of 0953 Chief Operating Officer was created after this initial policy was written.

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): *

Johnson Controls (JCI)

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 Johnson Controls P2000 Security Management System - Video System has been effective in enhancing the safety and security of the San Francisco Public Library. By allowing live monitoring and the recording of footage, it enables staff to protect both patrons and facilities, and to review incidents as needed. The system also provides a structured process for sharing footage with law enforcement when appropriate, while adhering to strict guidelines that prevent misuse, such as unlawful discrimination. This ensures that the technology supports the library's mission of safety without compromising ethical standards or privacy rights.

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.

In the event of an incident, the San Francisco Public Library may share surveillance data from the Johnson Controls P2000 Security Management System with the following departments:

Police - Disclosed video footage or images following an incident, based on legal requests for evidence in criminal investigations.

City Attorney - Provided footage for legal reviews or civil cases involving the library.

District Attorney/Public Defender - Shared data for prosecutorial purposes following criminal incidents.

Sheriff - Disclosed information for law enforcement operations or investigations.

The disclosure is justified under the legal standard of responding to incidents and fulfilling law enforcement or legal requests to ensure public safety and legal compliance.

Departments data was disclosed to this year

SFSO

SFPD

SF Public Defender

SF Department of Police Accountability

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).

43

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

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:

\$144,295.10

14.18 Are there annual Software costs?

Yes

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

\$80,544.00

14.20 Are there annual Hardware/ Equipment costs?

No

14.22 Are there annual Professional Services costs?

No

14.24 Are there annual Training costs?

Yes

14.25 List total annual Training costs for FY 2024-2025:

\$1,500

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