



San Francisco Office of the City Administrator

Committee on Information Technology

Annual Surveillance Reports

Resolution to Accept, per Admin Code Sec 19B.6

COIT Director Jillian Johnson

Presentation to Board of Supervisors (BOS) Rules Committee

April 17, 2023

Overview of 19B.6 Annual Surveillance Report

- Chapter 19B on the "Acquisition of Surveillance Technology" requires City Departments with BOS-approved Surveillance Technology Policies to complete an Annual Surveillance Report for each policy.
- All Departments must submit their Annual Surveillance Reports to the Board of Supervisors for acceptance via resolution by February 15.
- The Annual Report offers Departments an opportunity to report any proposed changes to their policies, any violations that have occurred, any complaints received from the public, as well as the overall effectiveness of the technology in achieving its stated purpose.

List of Annual Reports Being Submitted

In compliance with Administrative Code Section 19B.6, the Committee on Information Technology (COIT) is pleased to submit Annual Surveillance Reports for the following technologies on behalf of their associated Departments:

- **Audio Recorders:** POL
- **Automated License Plate Readers (“ALPR”):** AIR, DPW, POL, REC
- **Drone:** FIRE, DT, PRT, PUC, DPW, REC
- **Radio Frequency Identification (“RFID”) Circulation and Security Gate System:** LIB
- **Security Cameras:** AIR, ART, AAM, CSS, ADM-RED, DEM, FIR, HOM, DHR, HSA, MTA, PRT, LIB, PUC, REC, RNT
- **Face Recognition Addendum:** POL

Annual Surveillance Report Process and Summary

Background on Reporting Process

- This is the inaugural year for Annual Surveillance Reporting process– first policies approved by BOS on July 27, 2021
- Two deadlines provided by Chapter 19B:
 1. Report to COIT and Clerk of the Board within a year of policy approval and then by November 1st each year thereafter
 2. Submit to Board of Supervisors for acceptance via Resolution by February 15th
- COIT standardized reporting format for all Departments and offered deadline extension to November 1, 2022
- All required Annual Surveillance Reports were submitted to COIT and the Clerk of the Board and are publicly posted on COIT's website

Reports with no Changes

Many Departments proposed no changes and reported no violations or complaints with regards to their approved Surveillance Technology Policy and associated technology:

- **Audio Recorders**
 - Police Department
- **Automated License Plate Readers (ALPR)**
 - Airport, Police Department, Public Works
- **Drones**
 - Fire Department, Department of Technology, Port, Public Works, Recreation and Parks
- **Security Cameras**
 - Airport, Child Support Services, Emergency Management, Fire Department, Homelessness and Supportive Housing, Municipal Transportation Agency, Public Health, Rent Arbitration and Stabilization Board

Reports with Proposed Changes

Several Departments proposed changes to their Surveillance Technology Policies:

- **Change in Authorized Job Titles**
 - Automated License Plate Readers (ALPR) - Recreation and Park
 - Drones - Public Utilities Commission
 - Radio Frequency Identification (RFID) - Public Library
 - Security Cameras - Human Resources, Human Resources, Port, Public Library, Recreation and Park
- **Change in Technology (units added, replaced or ceased operation)**
 - Security Cameras – Asian Art Museum, Human Services Agency, Department of Technology
- **Change in Authorized Job Titles and Change in Technology (units added, replaced or ceased operation)**
 - Security Cameras – Arts Commission, City Administrator Office – Real Estate Division, Public Utilities Commission, War Memorial

Reports with Violations or Complaints

- Per Sec 19B.2.(d) “It shall be unlawful for any Department to obtain, retain, access, or use... any information obtained from Face Recognition Technology”
- The Police Department informed COIT that it solicited face recognition data from external, cooperating law enforcement agencies in four separate incidents since July 2019, though no matches were received.
- COIT asked the Department to create an addendum to their reports which listed:
 - (a) the date of each incident
 - (b) a summary of what happened in each incident, and
 - (c) any actions taken after the incident to ensure future compliance.

Two Corrections to COIT Summary Memo

- **Page 6:** Recreation and Park is not proposing a change to their Drone policy– use of a third-party contractor this was noted in the original policy.
- **Page 19:** Recreation and Park's Surveillance Technology Policy for their Spotery Application was discontinued on 10/31/2022, not 10/31/2023.

Thank you!

Questions?