

1 [Administrative Code - Approval of Surveillance Technology Policies for Multiple City
2 Departments]

3 **Ordinance approving Surveillance Technology Policies governing the use of 1)**
4 **Automatic License Plate Readers by the Municipal Transportation Agency, 2) Biometric**
5 **Processing Software or System by the Juvenile Probation Department, 3) Body-Worn**
6 **Cameras by the Fire Department and Recreation and Park Department, 4) People-**
7 **Counting Camera by the Library, 5) Security Cameras by the Department of Elections,**
8 **6) Third-Party Security Cameras by the Airport, Municipal Transportation Agency,**
9 **Police Department, and War Memorial, 7) Location Management Systems by the**
10 **Juvenile Probation Department and the Recreation and Park Department, 8) Computer**
11 **Management System by the Library, and 9) Social Media Monitoring Software by the**
12 **Library; and making required findings in support of said approvals.**

13 NOTE: **Unchanged Code text and uncodified text** are in plain Arial font.
14 **Additions to Codes** are in *single-underline italics Times New Roman font*.
15 **Deletions to Codes** are in *strikethrough italics Times New Roman font*.
16 **Board amendment additions** are in double-underlined Arial font.
17 **Board amendment deletions** are in ~~strikethrough Arial font~~.
18 **Asterisks (* * * *)** indicate the omission of unchanged Code
19 subsections or parts of tables.

20 Be it ordained by the People of the City and County of San Francisco:

21 Section 1. Background.

22 (a) Terms used in this ordinance shall have the meaning set forth in Administrative
23 Code Chapter 19B (“Chapter 19B”).

24 (b) Chapter 19B regulates City Departments’ acquisition and use of Surveillance
25 Technology. Under Section 19B.5, City Departments that possessed or were using
Surveillance Technology before Chapter 19B took effect in July 2019, must obtain Board of

1 Supervisors approval by ordinance of a Surveillance Policy for each type of existing
2 Surveillance Technology. Under Section 19B.2, a Department must obtain Board of
3 Supervisors approval by ordinance of a Surveillance Technology Policy before: (1) seeking
4 funds for Surveillance Technology; (2) acquiring or borrowing new Surveillance Technology;
5 (3) using new or existing Surveillance Technology for a purpose, in a manner, or in a location
6 not specified in a Surveillance Technology Policy ordinance approved by the Board in
7 accordance with Chapter 19B; (4) entering into agreement with a non-City entity to acquire,
8 share, or otherwise use Surveillance Technology; or (5) entering into an oral or written
9 agreement under which a non-City entity or individual regularly provides the Department with
10 data or information acquired through the entity's use of Surveillance Technology.

11 (c) Beginning in August 2019, Departments submitted to the Committee on Information
12 Technology ("COIT") inventories of their existing Surveillance Technology and submitted
13 Surveillance Impact Reports for each type of Surveillance Technology on their inventory.

14 (d) After receiving the inventories and Surveillance Impact Reports, COIT and its
15 Privacy and Surveillance Advisory Board ("PSAB") subcommittee, conducted multiple public
16 hearings, at which COIT and PSAB considered both the inventories and Surveillance Impact
17 Reports for existing Surveillance Technology. Following those hearings, COIT developed
18 Surveillance Technology Policies for multiple Departments covering eight categories of
19 Surveillance Technology:

- 20 (1) Automatic License Plate Readers (ALPR)
- 21 (2) Biometric Processing Software or System
- 22 (3) Body-Worn Cameras
- 23 (4) People-Counting Cameras
- 24 (5) Security Cameras
- 25 (6) Third-Party Security Cameras

1 (7) Location Management System

2 (8) Computer Management System

3 (e) Additionally, the Library submitted a Surveillance Impact Report for Social Media
4 Monitoring Software and the Recreation and Park Department submitted a Surveillance
5 Impact Report for a Location Management System. Based on the Surveillance Impact
6 Reports, COIT developed a Surveillance Technology Policy for Social Media Monitoring
7 Platforms used by the Library, and a Surveillance Technology Policy for a Location
8 Management System used by the Recreation and Park Department.

9 (f) The Surveillance Technology Policies that COIT developed for each Department
10 are detailed in Sections 2 through 10 of this ordinance. The Surveillance Technology Policies
11 are available in Board File No. _____, and are incorporated herein by reference. COIT
12 recommends that the Board of Supervisors approve each Surveillance Technology Policy.

13 (g) This ordinance sets forth the Board's findings in support of each Surveillance
14 Technology Policy and its approval of each policy.

15
16 Section 2. Automatic License Plate Readers ("ALPR"): Municipal Transportation
17 Agency ("MTA").

18 (a) Current Status. MTA currently possesses and uses ALPR.

19 (b) Purpose. MTA uses an ALPR ("MTA ALPR") to: (1) enforce parking restrictions and
20 laws; (2) Transit Only Lane Enforcement; (3) link individual vehicles to their times of entry/exit
21 into City-owned parking garages and lots to accurately calculate parking fees; (4) identify
22 vehicles that are the subject of an active investigation by the Police Department; and (5)
23 analyze and report on parking and curb usage.

1 (c) Surveillance Impact Report. MTA submitted a Surveillance Impact Report for MTA
2 ALPR to COIT. A copy of the Surveillance Impact Report is in Board File No. _____, and
3 is incorporated herein by reference.

4 (d) Public Hearings. Between September 9, 2021 and October 21, 2021, COIT and
5 PSAB conducted a total of three public hearings at which they considered the Surveillance
6 Impact Report and developed a Surveillance Technology Policy for the MTA ALPR (“MTA
7 ALPR Policy”). A copy of the MTA ALPR Policy is in Board File No. _____, and is
8 incorporated herein by reference.

9 (e) COIT Recommendation. On October 21, 2021, COIT voted to recommend the MTA
10 ALPR Policy to the Board of Supervisors for approval.

11 (f) Findings. The Board of Supervisors hereby finds that the benefits that the MTA
12 ALPR Policy authorizes outweigh the costs and risks; that the MTA ALPR Policy will
13 safeguard civil liberties and civil rights; and that the uses and deployments of MTA ALPR, as
14 set forth in the MTA ALPR Policy, will not be based upon discriminatory or viewpoint-based
15 factors or have a disparate impact on any community or Protected Class.

16 (g) Approval of Policy. The Board of Supervisors hereby approves the MTA ALPR
17 Policy under which MTA may continue to possess and use the MTA ALPR.

18
19 Section 3. Biometric Processing Software or System (Continuous Alcohol Monitoring
20 “CAM” technology): Juvenile Probation.

21 (a) Current Status. Juvenile Probation currently possesses and uses CAM technology.

22 (b) Purpose. Juvenile Probation uses CAM technology known as SCRAM CAM to
23 monitor alcohol consumption among youth on court-ordered probation as a condition of their
24 probation.

1 (c) Surveillance Impact Report. Juvenile Probation submitted a Surveillance Impact
2 Report for SCRAM CAM to COIT. A copy of the Juvenile Probation Surveillance Impact
3 Report for SCRAM CAM is in Board File No. _____, and is incorporated herein by
4 reference.

5 (d) Public Hearings. On January 14, 2022 and February 17, 2022, COIT and PSAB
6 conducted a total of two public hearings at which they considered the Surveillance Impact
7 Report and developed a Surveillance Technology Policy for Juvenile Probation's use of
8 SCRAM CAM ("Juvenile Probation SCRAM CAM Policy"). A copy of the Juvenile Probation
9 SCRAM CAM Policy is in Board File No. _____, and is incorporated herein by reference.

10 (e) COIT Recommendation. On February 17, 2022, COIT voted to recommend the
11 Juvenile Probation SCRAM CAM Policy to the Board of Supervisors for approval.

12 (f) Findings. The Board of Supervisors hereby finds that: the benefits authorized by the
13 Juvenile Probation SCRAM CAM Policy outweigh its costs and risks; that the Juvenile
14 Probation SCRAM CAM Policy will safeguard civil liberties and civil rights, and that the uses
15 and deployments of SCRAM CAM, as set forth in the Juvenile Probation SCRAM CAM Policy,
16 will not be based upon discriminatory or viewpoint-based factors or have a disparate impact
17 on any community or Protected Class.

18 (g) Approval of Policy. The Board of Supervisors hereby approves the Juvenile
19 Probation SCRAM CAM Policy under which Juvenile Probation may continue to possess and
20 use SCRAM CAM.

21
22 Section 4. Body-Worn Cameras: Fire Department and Recreation and Park
23 Department.

24 (a) Current Status. The following Departments currently possess and use Body-Worn
25 Cameras: the Fire Department; and the Recreation and Park Department.

1 (b) Fire Department.

2 (1) Purpose. The Fire Department's Public Information Officer (PIO) currently
3 uses a Body-Worn Camera when on-scene at large incidents to capture video of surroundings
4 and the totality of the incident.

5 (2) Surveillance Impact Report. The Fire Department submitted to COIT a
6 Surveillance Impact Report for Fire Department Body-Worn Cameras. A copy of the
7 Surveillance Impact Report is in Board File No. _____, and is incorporated herein by
8 reference.

9 (3) Public Hearings. On September 10, 2021, and October 21, 2021, COIT and
10 PSAB conducted a total of two public hearings at which they considered the Surveillance
11 Impact Report and developed a Surveillance Technology Policy for Fire Department Body-
12 Worn Cameras ("Fire Department Body-Worn Cameras Policy"). A copy of the Fire
13 Department Body-Worn Cameras Policy is in Board File No. _____, and is incorporated
14 herein by reference.

15 (4) COIT Recommendation. On October 21, 2021, COIT voted to recommend
16 the Fire Department Body-Worn Cameras Policy to the Board of Supervisors for approval.

17 (5) Findings. The Board of Supervisors hereby finds that the benefits that the
18 Fire Department Body-Worn Cameras Policy authorizes outweigh the costs and risks; that the
19 Fire Department Body-Worn Cameras Policy will safeguard civil liberties and civil rights; and
20 that the uses and deployments of Body-Worn Cameras, as set forth in the Fire Department
21 Body-Worn Cameras Policy, will not be based upon discriminatory or viewpoint-based factors
22 or have a disparate impact on any community or Protected Class.

23 (6) Approval of Policy. The Board of Supervisors hereby approves the Fire
24 Department Body-Worn Cameras Policy under which the Fire Department may continue to
25 possess and use the Body-Worn Cameras.

1 (c) Recreation and Park Department.

2 (1) Purpose. The Recreation and Park Department uses Body-Worn Cameras
3 to record video and audio footage in the event of an incident, including actual or potential
4 criminal conduct; in situations where a Park Ranger reasonably believes recordings of
5 evidentiary value may be requested; and calls for service involving a crime where the
6 recording may aid in the apprehension/prosecution of a suspect. The Recreation and Park
7 Department also provides Body-Worn Camera recordings to law enforcement or other
8 authorized persons upon request.

9 (2) Surveillance Impact Report. The Recreation and Park Department submitted
10 a Surveillance Impact Report for Body-Worn Cameras to COIT. A copy of the Surveillance
11 Impact Report is in Board File No. _____, and is incorporated herein by reference.

12 (3) Public Hearings. On September 24, 2021 and October 21, 2021, COIT and
13 PSAB conducted a total of two public hearings at which they considered the Surveillance
14 Impact Report and developed a Surveillance Technology Policy for Recreation and Park
15 Department Body-Worn Cameras (“Recreation and Parks Department Body-Worn Cameras
16 Policy”). A copy of the Recreation and Parks Department’s Body-Worn Cameras Policy is in
17 Board File No. _____, and is incorporated herein by reference.

18 (4) COIT Recommendation. On October 21, 2021, COIT voted to recommend
19 the Recreation and Parks Department Body-Worn Cameras Policy to the Board of
20 Supervisors for approval.

21 (5) Findings. The Board of Supervisors hereby finds that the benefits that the
22 Recreation and Parks Department’s Body-Worn Cameras Policy authorizes outweighs its
23 costs and risks; that the Recreation and Parks Department Body-Worn Cameras Policy will
24 safeguard civil liberties and civil rights; and that the uses and deployments of the Body-Worn
25 Cameras, as set forth in the Recreation and Parks Department Body-Worn Cameras Policy,

1 will not be based upon discriminatory or viewpoint-based factors or have a disparate impact
2 on any community or Protected Class.

3 (6) Approval of Policy. The Board of Supervisors hereby approves the
4 Recreation and Parks Department Body-Worn Cameras Policy under which the Recreation
5 and Park Department may continue to possess and use the Body-Worn Cameras.

6
7 Section 5. People-Counting Camera: Library.

8 (a) Current Status. The Library currently possesses and uses People-Counting
9 Cameras.

10 (b) Purpose. Library uses People-Counting Cameras to: (A) tally the entry and exit of
11 Library visitors at all 28 public facilities; and (B) track usage of meeting rooms, elevators, and
12 restrooms for purposes of resource allocation.

13 (c) Surveillance Impact Report. The Library submitted a Surveillance Impact Report for
14 Library People-Counting Cameras to COIT. A copy of the Library Surveillance Impact Report
15 for Library People-Counting Cameras is in Board File No. _____, and is incorporated
16 herein by reference.

17 (d) Public Hearings. On January 28, 2022, March 11, 2022, and April 21, 2022, COIT
18 and PSAB conducted a total of three public hearings at which they considered the
19 Surveillance Impact Report and developed a Surveillance Technology Policy for the Library
20 People-Counting Cameras. A copy of the Surveillance Technology Policy for the Library's use
21 of the Library People-Counting Cameras ("Library People-Counting Cameras Policy") is in
22 Board File No. _____, and is incorporated herein by reference.

23 (e) COIT Recommendation. On April 21, 2022, COIT voted to recommend the Library
24 People-Counting Cameras Policy to the Board of Supervisors for approval.

1 (f) Findings. The Board of Supervisors hereby finds that: the benefits that the Library
2 People-Counting Cameras Policy authorizes outweigh its costs and risks; that the Library
3 People-Counting Cameras Policy will safeguard civil liberties and civil rights; and that the uses
4 and deployments of Library People-Counting Cameras, as set forth in the Library People-
5 Counting Cameras Policy, will not be based upon discriminatory or viewpoint-based factors or
6 have a disparate impact on any community or Protected Class.

7 (g) Approval of Policy. The Board of Supervisors hereby approves the Library People-
8 Counting Cameras Policy under which the Library may continue to possess and use the
9 Library People-Counting Cameras.

10
11 Section 6. Security Cameras: Department of Elections.

12 (a) Current Status. The Department of Elections currently possesses and uses Security
13 Cameras.

14 (b) Purpose. The Department of Elections uses the Security Cameras to: (A) conduct
15 live monitoring of voting center lines; (B) conduct live monitoring of Department staff during
16 elections operations; (C) record video and images of Department staff during elections
17 operations; (D) review camera footage of Department staff in the event of an incident; and (E)
18 share camera footage of Department staff with the public to promote transparency into
19 elections operations.

20 (c) Surveillance Impact Report. The Department of Elections submitted a Surveillance
21 Impact Report for the Security Cameras. A copy of the Surveillance Impact Report is in Board
22 File No. _____, and is incorporated herein by reference.

23 (d) Public Hearings. On January 22, 2021, October 21, 2021, and November 18, 2021,
24 COIT and PSAB conducted a total of three public hearings at which they considered the
25 Surveillance Impact Report and developed a Surveillance Technology Policy for the Security

1 Cameras. A copy of the Department of Elections Cameras Policy is in Board File No.
2 _____, and is incorporated herein by reference.

3 (e) COIT Recommendation. On November 18, 2021, COIT voted to recommend the
4 Department of Elections Cameras Policy to the Board of Supervisors for approval.

5 (f) Findings. The Board of Supervisors hereby finds that: the benefits authorized by the
6 Department of Elections Cameras Policy outweigh the costs and risks; that the Department of
7 Elections Cameras Policy will safeguard civil liberties and civil rights, and that the uses and
8 deployments of Cameras, as set forth in the Department of Elections Cameras Policy, will not
9 be based upon discriminatory or viewpoint-based factors or have a disparate impact on any
10 community or Protected Class.

11 (g) Approval of Policy. The Board of Supervisors hereby approves the Department of
12 Elections Cameras Policy under which the Department of Elections may continue to possess
13 and use the Security Cameras.

14
15 Section 7. Third-Party Security Cameras: San Francisco International Airport (“SFO”),
16 MTA, War Memorial and Performing Arts Center (“War Memorial”).

17 (a) Current Status. The following Departments currently possess and use data from
18 Third-Party Security Cameras: SFO, MTA, and War Memorial.

19 (b) SFO.

20 (1) Purpose. SFO uses data from security cameras owned and operated by
21 SFO tenants, including airlines, concessionaries, food and beverage operators, and rental car
22 agencies (“Tenant Security Cameras”), to (A) review camera footage in the event of an
23 incident; and (B) approve Airport tenants’ disclosure of digital recordings and other data from
24 its security camera.

1 (2) Surveillance Impact Report. SFO submitted a Surveillance Impact Report for
2 Tenant Security Cameras. A copy of the Surveillance Impact Report is in Board File No.
3 _____, and is incorporated herein by reference.

4 (3) Public Hearings. Between January 14, 2022 and February 17, 2022, COIT
5 and PSAB conducted a total of three public hearings at which they considered the
6 Surveillance Impact Report and developed a Surveillance Technology Policy for SFO Tenant
7 Security Cameras (“SFO Tenant Security Cameras Policy”). A copy of the SFO Tenant
8 Security Cameras Policy is in Board File No. _____, and is incorporated herein by
9 reference.

10 (4) COIT Recommendation. On February 17, 2022, COIT voted to recommend
11 the SFO Tenant Security Cameras Policy to the Board of Supervisors for approval.

12 (5) Findings. The Board of Supervisors hereby finds that the benefits authorized
13 by the SFO Tenant Security Cameras Policy outweigh the costs and risks; that the SFO
14 Tenant Security Cameras Policy will safeguard civil liberties and civil rights; and that the uses
15 and deployments of Tenant Security Cameras, as set forth in the SFO Tenant Security
16 Cameras Policy, will not be based upon discriminatory or viewpoint-based factors or have a
17 disparate impact on any community or Protected Class.

18 (6) Approval of Policy. The Board of Supervisors hereby approves the SFO
19 Tenant Security Cameras Policy under which SFO may continue to possess and use the
20 Tenant Security Cameras.

21 (c) MTA.

22 (1) Purpose. MTA uses Third-Party Security Cameras owned and operated by
23 taxi drivers that are located inside taxi cabs (“Taxi Dashboard Cameras”) to: (A) review
24 recordings of on-board incidents based upon complaints received from the public, and use at
25 appeals hearings in response to a fine, suspension, or response to fine revocation; (B) review

1 video data in response to complaints from the public to ensure compliance by taxi cab
2 companies and other taxi permittees with requirements and conditions under Article 1100
3 (Regulation of Motor Vehicles for Hire) of Division II of the Transportation Code; (C) review
4 video data to confirm taxi cab companies and other taxi permittees complete rides paid for
5 with public funds before paying the companies for those rides; (D) review video to investigate
6 criminal acts involving taxi drivers or riders; and (E) review video data to investigate accidents
7 involving a taxi cab.

8 (2) Surveillance Impact Report. MTA submitted a Surveillance Impact Report for
9 MTA Taxi Dashboard Cameras to COIT. A copy of the Surveillance Impact Report is in Board
10 File No. _____, and is incorporated herein by reference.

11 (3) Public Hearings. On March 11, 2022, and April 21, 2022, COIT and PSAB
12 conducted a total of two public hearings at which they considered the Surveillance Impact
13 Report and developed a Surveillance Technology Policy for the MTA Taxi Dashboard
14 Cameras (“MTA Taxi Dashboard Camera Policy”). A copy of the MTA Taxi Dashboard
15 Camera Policy is in Board File No. _____, and is incorporated herein by reference.

16 (4) COIT Recommendation. On April 21, 2022, COIT voted to recommend the
17 MTA Taxi Dashboard Camera Policy to the Board of Supervisors for approval.

18 (5) Findings. The Board of Supervisors hereby finds that the benefits authorized
19 by the MTA Taxi Dashboard Camera Policy outweigh the costs and risks; that the MTA Taxi
20 Dashboard Camera Policy will safeguard civil liberties and civil rights, and that the uses and
21 deployments of the MTA Taxi Dashboard Cameras, as set forth in the MTA Taxi Dashboard
22 Camera Policy, will not be based upon discriminatory or viewpoint-based factors or have a
23 disparate impact on any community or Protected Class.

1 (6) Approval of Policy. The Board of Supervisors hereby approves the MTA Taxi
2 Dashboard Camera Policy under which MTA may continue to possess and use the MTA Taxi
3 Dashboard Cameras.

4 (d) War Memorial.

5 (1) Purpose. War Memorial uses data from security cameras owned and
6 operated by the San Francisco Symphony located at War Memorial venues (“Tenant Security
7 Cameras”) to: (A) live monitor Davies Symphony Hall internal and public areas; and (B) review
8 camera footage in the event of an incident.

9 (2) Surveillance Impact Report. War Memorial submitted a Surveillance Impact
10 Report for Tenant Security Cameras. A copy of the Surveillance Impact Report is in Board
11 File No. _____, and is incorporated herein by reference.

12 (3) Public Hearings. Between August 27, 2021, and April 21, 2022, COIT and
13 PSAB conducted a total of four public hearings at which they considered the Surveillance
14 Impact Report and developed a Surveillance Technology Policy for the Tenant Security
15 Cameras (“War Memorial Tenant Security Cameras Policy”). A copy of the War Memorial
16 Tenant Security Cameras Policy is in Board File No. _____, and is incorporated herein by
17 reference.

18 (4) COIT Recommendation. On April 21, 2022, COIT voted to recommend the
19 War Memorial Tenant Security Cameras Policy to the Board of Supervisors for approval.

20 (5) Findings. The Board of Supervisors hereby finds that benefits authorized by
21 the War Memorial Tenant Security Cameras Policy outweigh the costs and risks; that the War
22 Memorial Tenant Security Cameras Policy will safeguard civil liberties and civil rights; and that
23 the uses and deployments of Tenant Security Cameras, as set forth in the War Memorial
24 Tenant Security Cameras Policy, will not be based upon discriminatory or viewpoint-based
25 factors or have a disparate impact on any community or Protected Class.

1 (6) Approval of Policy. The Board of Supervisors hereby approves the War
2 Memorial Tenant Security Cameras Policy under which War Memorial may continue to
3 possess and use the Tenant Security Cameras.
4

5 Section 8. Location Management System: Juvenile Probation and Recreation and Park
6 Department.

7 (a) Current Status. Juvenile Probation currently possesses and uses a Location
8 Management System. The Recreation and Park Department seeks to acquire and use a
9 Location Management System.

10 (b) Juvenile Probation

11 (1) Purpose. Juvenile Probation uses a Location Management System known as
12 SCRAM Global Positioning System (“SCRAM GPS”) to enforce court-ordered supervision of
13 youth placed on electronic monitoring as a condition of their probation or as an alternative to
14 detention.

15 (2) Surveillance Impact Report. Juvenile Probation submitted a Surveillance
16 Impact Report for SCRAM GPS. A copy of the Surveillance Impact Report is in Board File
17 No. _____, and is incorporated herein by reference.

18 (3) Public Hearings. On October 22, 2021 and November 18, 2021, COIT and
19 PSAB conducted a total of two public hearings at which they considered the Surveillance
20 Impact Report and developed a Surveillance Technology Policy for SCRAM GPS (“Juvenile
21 Probation SCRAM GPS Policy”). A copy of the Juvenile Probation SCRAM GPS Policy is in
22 Board File No. _____, and is incorporated herein by reference.

23 (4) COIT Recommendation. On November 18, 2021, COIT voted to recommend
24 the Juvenile Probation SCRAM GPS Policy to the Board of Supervisors for approval.
25

1 (5) Findings. The Board of Supervisors hereby finds that the benefits authorized
2 in the Juvenile Probation SCRAM GPS Policy outweigh the costs and risks; that the SCRAM
3 GPS will safeguard civil liberties and civil rights; and that the uses and deployments of
4 SCRAM GPS, as set forth in the Juvenile Probation SCRAM GPS Policy, will not be based
5 upon discriminatory or viewpoint-based factors or have a disparate impact on any community
6 or Protected Class.

7 (6) Approval of Policy. The Board of Supervisors hereby approves the Juvenile
8 Probation SCRAM GPS Policy under which Juvenile Probation may continue to possess and
9 use SCRAM GPS.

10 (c) Recreation and Park Department

11 (1) Purpose. The Recreation and Park Department would like to use a Location
12 Management System to manage reservations for tennis facilities and determine if reservation
13 holders are present at the tennis facility at the time of their reservation.

14 (2) Surveillance Impact Report. The Recreation and Park Department submitted
15 a Surveillance Impact Report for a Location Management System to COIT. A copy of the
16 Surveillance Impact Report is in Board File No. _____, and is incorporated herein by
17 reference.

18 (3) Public Hearings. On March 11, 2022, May 27, 2022, and June 16, 2022,
19 COIT and PSAB conducted a total of three public hearings at which they considered the
20 Surveillance Impact Report and developed a Surveillance Technology Policy for Location
21 Management System (“Tennis Reservations Application Policy”). A copy of the Recreation
22 and Park Department Tennis Reservations Application Policy is in Board File No. _____,
23 and is incorporated herein by reference.

1 (4) COIT Recommendation. On June 16, 2021, COIT voted to recommend the
2 Recreation and Park Department Tennis Reservations Application Policy to the Board of
3 Supervisors for approval.

4 (5) Findings. The Board of Supervisors hereby finds that the benefits authorized
5 by the Recreation and Park Department Tennis Reservations Application Policy outweigh the
6 costs and risks; that the Location Management System will safeguard civil liberties and civil
7 rights; and that the uses and deployments of the Location Management System, as set forth
8 in the Recreation and Park Department Tennis Reservations Application Policy, will not be
9 based upon discriminatory or viewpoint-based factors or have a disparate impact on any
10 community or Protected Class.

11 (6) Approval of Policy. The Board of Supervisors hereby approves the
12 Recreation and Park Department Tennis Reservations Application Policy under which the
13 Recreation and Park Department may acquire and use the Location Management System.

14
15 Section 9. Computer Management System: Library.

16 (a) Current Status. The Library currently possesses and uses a Computer Management
17 System.

18 (b) Purpose. The Library uses a Computer Management System to provide time-
19 delimited public access to library computers and allow the public to print, copy, scan, and fax
20 documents, as well as to track usage of computers and print resources throughout Library
21 facilities for purposes of resource allocation and management.

22 (c) Surveillance Impact Report. The Library submitted a Surveillance Impact Report for
23 their Computer Management System to COIT. A copy of the Library Surveillance Impact
24 Report for their Computer Management System is in Board File No. _____, and is
25 incorporated herein by reference.

1 (d) Public Hearings. On May 27, 2022, and June 16, 2022, COIT and PSAB conducted
2 a total of two public hearings at which they considered the Surveillance Impact Report and
3 developed a Surveillance Technology Policy for the Library Computer Management System.
4 A copy of the Surveillance Technology Policy for the Library’s use of the Library Computer
5 Management System (“Library Computer Management System Policy”) is in Board File No.
6 _____, and is incorporated herein by reference.

7 (e) COIT Recommendation. On June 16, 2022, COIT voted to recommend the Library
8 Computer Management System Policy to the Board of Supervisors for approval.

9 (f) Findings. The Board of Supervisors hereby finds that the benefits that the Library
10 Computer Management System Policy authorizes outweigh its costs and risks; that the Library
11 Computer Management System Policy will safeguard civil liberties and civil rights; and that the
12 uses and deployments of the Library Computer Management System, as set forth in the
13 Library Computer Management System Policy, will not be based upon discriminatory or
14 viewpoint-based factors or have a disparate impact on any community or Protected Class.

15 (g) Approval of Policy. The Board of Supervisors hereby approves the Library
16 Computer Management System Policy under which the Library may continue to possess and
17 use the Library Computer Management System.

18
19 Section 10. Social Media Monitoring Software: Library.

20 (a) Current Status. The Library seeks to acquire and use Social Media Monitoring
21 Software.

22 (b) Purpose. The Library would like to use Social Media Monitoring Software to plan,
23 execute, and analyze trends in communication campaigns across social media platforms.
24
25

1 (c) Surveillance Impact Report. The Library submitted a Surveillance Impact Report for
2 Social Media Monitoring Software to COIT. A copy of the Library Surveillance Impact Report
3 is in Board File No. _____, and is incorporated herein by reference.

4 (d) Public Hearings. On August 27, 2021 and October 21, 2021, COIT and PSAB
5 conducted a total of two public hearings at which they considered the Surveillance Impact
6 Report and developed a Surveillance Technology Policy for Social Media Monitoring Software
7 (“Library Social Media Monitoring Software Policy”). A copy of the Library Social Media
8 Monitoring Software Policy is in Board File No. _____, and is incorporated herein by
9 reference.

10 (e) COIT Recommendation. On October 21, 2021, COIT voted to recommend the
11 Library Social Media Monitoring Software Policy to the Board of Supervisors for approval.

12 (f) Findings. The Board of Supervisors hereby finds that the benefits authorized by the
13 Library Social Media Monitoring Software Policy outweigh the costs and risks; that the Social
14 Media Monitoring Software will safeguard civil liberties and civil rights; and that the uses and
15 deployments of Social Media Monitoring Software, as set forth in the Library Social Media
16 Monitoring Software Policy, will not be based upon discriminatory or viewpoint-based factors
17 or have a disparate impact on any community or Protected Class.

18 (g) Approval of Policy. The Board of Supervisors hereby approves the Library Social
19 Media Monitoring Software Policy under which the Library may acquire and use the Social
20 Media Monitoring Software.

21
22 Section 11. Effective Date. This ordinance shall become effective 30 days after
23 enactment. Enactment occurs when the Mayor signs the ordinance, the Mayor returns the
24
25

1 ordinance unsigned or does not sign the ordinance within ten days of receiving it, or the Board
2 of Supervisors overrides the Mayor's veto of the ordinance.

3

4 APPROVED AS TO FORM:
5 DAVID CHIU, City Attorney

6 By: /s/ Zachary Porianda
7 ZACHARY PORIANDA
8 Deputy City Attorney

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