



**EDWIN M. LEE**  
MAYOR

CITY AND COUNTY OF SAN FRANCISCO  
**POLICE DEPARTMENT**  
HEADQUARTERS  
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San Francisco, California 94158



**GREGORY P. SUHR**  
CHIEF OF POLICE

11 February 2016

Supervisor Mark Farrell  
Chair, Budget and Finance Committee  
San Francisco Board of Supervisors  
1 Dr. Carlton B. Goodlett Place  
City Hall, Room 244  
San Francisco, CA 94102

Subject: Release of Body Worn Camera Program Funding from Reserves

Dear Supervisor Farrell,

The Police Department respectfully requests that the Budget and Finance Committee release \$2,400,000 in reserves placed on the department's budget for fiscal year 2015-16. The Budget and Finance Committee placed \$2,400,000 of the Body Worn Camera Program budget on reserves as part of the fiscal year 2015-16 Annual Appropriation Ordinance. The Budget Analyst recommended the reserve until a Body Worn Camera Policy was adopted.

A Body Worn Camera Working Group comprised of representatives from Police Department, Department of Human Resources, Office of Citizens Complaints, San Francisco Bar Association, Human Rights Commission, Public Defender's Office and a citizen representative, was established and met biweekly for two months to develop a Body Worn Camera Policy draft to present to the Police Commission. Additionally, best practices and policies were gathered to inform the policy drafting. These included the Department of Justice Body Camera Tool Kit, the PERF Model Policy, the ACLU White Paper on Body Cameras, the International Association of Chiefs of Police Model Policy, and several California police departments' adopted policies. The draft policy was presented to the Police Commission on September 2, 2015 and then the Police Commission held several community meetings to hear public input on the policy language, before approving a Body Worn Camera Policy on December 2, 2015. The policy is currently with Department of Human Resources for the required Meet and Confer process with Management and the Police Officers Association before coming to the Police Commission for final adoption. That is expected to be complete in March.

The Office of Contract Administration released an RFP (Request for Proposals) on October 1, 2015 for the solicitation of potential vendors to provide the Body Worn Camera system. Selection and contract negotiations are expected to be completed by March 14, 2016.

Body Worn Camera Unit positions were also funded against this program budget and nine of the 11 positions are scheduled to start on March 1, 2016.

Releasing the reserve funds will ensure a smooth and timely implementation of the Body Worn Camera Program.

Sincerely,

Gregory P. Suhr  
Chief of Police

cc: Angela Calvillo  
Kate Howard  
Harvey Rose  
Ben Rosenfield