



Report Summary Information

Name VB Security Camera

Respondent Karen Burke-Hill

Date Completed

Report Question Responses

1 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?

Response

No

2 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?)

Response

Yes

- 2.2 Please provide an updated list of authorized job titles.

Response

8207 - Building and Grounds Patrol Officers
8211 - Supervisor Building and Grounds Patrol Officer
0922 - Director of Security
1093 - IT Manager
1844 - Facilities Administrator
0962 - Managing Director
0952 - Assistant Managing Director

Comments

Karen Burke-Hill

Adding the Managing Director and Assistant Managing Director to the list of authorized job titles.

10/26/2022 12:36
PM

- 2.3 Why have the job titles changed?

Response

The job titles of Managing Director and Assistant Managing Director have been added. These titles were omitted from the original policy in error.

3 Change in Number and/or Type of Technology

- 3.1 Sections 4-6 cover changes in the number or type of technology addressed by the Surveillance Technology Policy.

Please review and respond according to your department's current situation.

4 Replacement of Old Technology



4.1 **Has any technology listed in the policy been replaced?**

Response

Yes

Comments

Karen Burke-Hill

10/17/2022 04:44
PM

Upgraded Avigilon Control Center Server software from version 6.8.6.4 to version 7.
Camera sensors (lenses) are being replaced with narrower angle models to improve image quality.
A Mobotix S15 model camera controller failed and needed to be replaced. The original model controller is no longer available and so the replacement is a model S16.
No changes to the system alter the functionality or use of the Veterans Building Security Camera System.
The purchases for software and hardware were submitted for Surveillance Technology review and all were deemed exempt.

5 Addition of New Technology

5.2 **Why has the technology been added?**

Response

Security Camera Server software needed to be upgraded to latest version.
Mobotix 103-degree and 90-degree sensor modules (lenses) have been purchased to replace Mobotix wide-angle sensor modules which provide distorted views.
A Mobotix S15 Flex Mount camera module failed and was replaced with an S16 model. The original model is no longer available.

5.3 **Please list technology which was added (include manufacturer and model information).**

Response

Avigilon ACC 7 Server Software upgrade
MOBOTIX - Sensor module (lens) S16/M16, S15/M15 with HD premium lens (103 degree 6MP)
MOBOTIX - Sensor module (lens) S16/M16, S15/M15 with HD premium lens B041 (9 degree 6MP)
Mobotix S16 Camera Module (controller)

Note: A Surveillance Technology Ordinance review deemed each of these acquisitions as exempt.

5.4 **Please list how many units have been added.**

Response

No units have been added. Only an upgrade to the software and replacements for existing equipment have been made.

6 Ceased Operation of Technology

6.1 **Is any technology listed in the policy no longer in use?**

Response

No

7 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):**

Response

N/A

8 Surveillance Technology Goals



8.1 **Has the surveillance technology been effective at achieving its identified purpose?**

Response

Yes

8.2 **In 3-5 sentences, please explain how the technology has or has not been effective**

Provide quantitative data to support your response. This should include crime statistics for the radius where the technology operates if that was a motivating factor in acquiring the surveillance technology.

Response

The Veterans Building Security Camera System has been effective in enhancing Security staff's ability to monitor and respond to incidents in the Veterans Building. Monitoring of live views increases situational awareness. This allows Security Officers at the Security Camera Workstation or Supervisors to radio roving staff to investigate suspicious or problematic activities detected on the premises.

Access to recorded footage has been useful in the investigation of incidents by the Director of Security.

A system log listing access to recorded Security Camera data for the period of 10/1/21 through 9/30/22 is attached. This log indicates times and dates when recorded footage was accessed for investigation purposes following an incident. (Crime statistics for the radius where the technology operates was not a motivating factor in acquiring this surveillance technology.)

9 Data Sharing

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

Response

No

9.4 **Was the data shared with entities outside of city and county government?**

Response

No

10 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?**

Response

No

11 Complaints

11.1 **Has your department received any complaints and/or concerns from community members about this surveillance technology?**

Response

No

12 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?**

Response

No



12.4 **Has your department conducted any internal audits of the technology?**

Response

No

13 Statistics and Information about Public Records Act Requests

13.1 **Has your department received any public records act requests for this surveillance technology?**

Response

No

14 Total Annual Costs for the Surveillance Technology

14.1 **List the number of FTE (new & existing).**

Response

.025 of a 1093 IT Operations Support Administrator III-IT Manager's time

14.2 **Are there one-time costs for Fiscal Year 2022-23?**

Response

No

14.15 **Are there annual costs for Fiscal Year 2022-2023:**

Response

No

14.28 **What source of funding will fund the Surveillance Technology for FY 2022-2023?**

Response

War Memorial Operating Budget

14.29 **Have there been any changes to the one-time costs from your department's approved Surveillance Impact Report?**

Response

No

14.31 **Have there been any changes to the annual costs from your department's approved Surveillance Impact Report?**

Response

No

14.32 **Why have the annual costs changed?**

Response

N/A

15 Annual Inventory Check



15.1 **Note:**

In 2019, all departments were asked to compile a list of surveillance technologies which their department uses. Since then, departments have been asked to contact COIT about new technologies for a surveillance technology review via the Surveillance Technology Ordinance Form in ServiceNow. Please feel free to reference the current Surveillance Technology Inventory for your department to help you answer the following questions.

15.2 **Is the Surveillance Technology Inventory for your department current and accurate?**

Response

No

Comments

Karen Burke-Hill

Software has been upgraded and one camera module (controller) has been replaced with a new model and two more camera modules of the new type are pending.

10/26/2022 03:08
PM

Updated inventory is below:

Cameras: Mobotix S15D and S16 FlexMount Dual Cameras

Server: Rasiliant ApplianceStor90

Software: Avigilon Control Center Server Std Smart Plan (Current version: ACC7)

15.3 **Are there any technologies which need to be removed from the inventory because the department no longer uses the technology?**

Response

No

15.5 **Are there any technologies which need to be added to the inventory because they are non-exempt surveillance technology?**

Response

No

Comments

Karen Burke-Hill

All changes to the system - upgraded software and new model sensor modules (lenses) - were deemed exempt under Surveillance Technology Ordinance review.

10/26/2022 03:19
PM

15.7 **Are there any other inaccuracies with your department's inventory which has not already been addressed?**

Response

No

15.9 **You have completed the Annual Surveillance Report:**

Congratulations and see you next year!