

HOM 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?)

No

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): *

Microbiz Security Company

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

Our security camera system has been effective in ensuring the safety of our shelter clients. Serving as an extension to our security staff, it has also allowed us to maintain a strong security presence while keeping costs manageable. According to San Francisco Police Department Crime Data, the Tenderloin District where our headquarter is located, had 1,328 property crimes (burglary, motor vehicle theft, arson and larceny theft) reported since January 1, 2024. One of our largest shelters in the city is MSC South (525 5th Street) and it falls into the SFPD Southern District which had 2,789 property crimes reported since January 1, 2024. Bayview Navigation Center is one of our largest navigation centers in the city. According to SFPD Crime Data, Bayview District had 2,131 property crimes reported since January 1, 2024. The use of our camera system has helped us mitigate some of these risks and improve the safety of our environment.

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?

No

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

Yes

9.5 List which non-city entities 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.

Outside law enforcement agencies pursuant to an ongoing investigation and/or court proceeding or court order as well as any investigations stemming from a complaint made to the City's Shelter Monitoring Committee.

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?

Yes

12.5 Please provide general aggregate information about the result of your department's internal audits.

HSH Facilities team visually inspects equipment, cameras, recorder for malfunctions or tampering and we have found no violation of the surveillance equipment there.

12.6 If the audits revealed violations, please list any actions taken in response to the violations.

Our audit reveals no violation across the board.

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).**

4 existing employees Total expected staff hours (all): 15 hrs/mo

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:

For the salary and cost it's \$59.15 hourly x 15 hours = \$894.15 monthly or \$10,729.80 annually.

14.18 Are there annual Software costs?

No

14.20 Are there annual Hardware/ Equipment costs?

No

14.22 Are there annual Professional Services costs?

Yes

14.23 List total annual Professional Services costs for FY 2024-2025:

5000

14.24 Are there annual Training costs?

No

14.26 Are there annual "Other" costs?

No

14.28 What source of funding will fund the Surveillance Technology for FY 2024-2025?

Security camera and DVR rarely break down. When they do, HSH uses general fund to address small break-fix. Alternatively, if the camera and DVR were procured as part of the provider contract, then break fix cost will be part of said contract.

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