Notice
COIT Privacy and Surveillance Advisory Board Meeting
City and County of San Francisco

Friday, February 28, 2020
9:00 am - 11:00 am
1 Dr. Carlton B. Goodlett Place
City Hall, Room 408

Agenda

1. Call to Order by Chair

2. Roll Call:
   Taraneh Moayed – Chair, Assistant Director, Office of Contract Administration
   Mark de la Rosa – Acting Chief Auditor Executive, City Service Auditor, Controller’s Office
   Jason Lally – Chief Data Officer, DataSF, City Administrator’s Office
   Brian Roberts – Policy Analyst, Department of Technology
   Todd Rydstrom – Deputy Controller, Controller’s Office
   Matthias Jaime – Director, Committee on Information Technology
   Nnena Ukuku – Public Member

3. Approval of Minutes from January 24, 2020 (Action Item)

4. Surveillance Technology Policy Review: Drones (Action Item)

   Section 19B of the City & County of San Francisco’s Administrative Code requires all departments with surveillance technologies to develop a Surveillance Impact Report and Surveillance Technology Policy for their ongoing authorized use. Each Surveillance Technology Policy must be approved by COIT before they are reviewed by the Board of Supervisors.

   The following departments will present their Surveillance Technology Policies for the use of Drones:
   - Controller
   - Fire Department
   - Port
   - Public Works
   - Public Utilities Commission
   - Recreation and Parks
   - Technology

5. Public Comment

6. Adjournment
Sunshine Ordinance

Know Your Rights Under the Sunset Ordinance

(Chapter 67 of the San Francisco Administrative Code)

Government’s duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people’s business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people’s review.

**For more information on your right under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force.**

Sunshine Ordinance Task Force
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1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4689
Phone: (415) 554-7724, Fax: (415) 554-5784
E-mail: sotf@sfgov.org

Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Ordinance Task Force, at the San Francisco Public Library, and on the City’s website at http://www.sfgov.org.

Accessible Meeting Information: COIT encourages participation by persons with disabilities. Meeting locations are wheelchair accessible. To request an accommodation such as real time captioning, ASL interpretation, materials and handouts in electronic format or other accommodations, please contact (415) 554-4577 or coit.staff@sfgov.org. Providing at least 72 hours advance notice will help to ensure availability.

Individuals who influence or attempt to influence local policy or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Governmental Conduct Code sections 2.100 – 2.160) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102, telephone (415) 252-3100, fax (415) 252-3112 and website: http://www.sfgov.org/ethics.