



Committee on Information Technology

Office of the City Administrator

Minutes

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

Friday, October 23, 2020
9:00 am – 11:00 am

To view the meeting minutes and a recording of the presentation, please go to sfcoit.org

Members

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 – Data Services Manager, DataSF
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

1. Call to Order by Chair

Ms. Taraneh Moayed called the meeting to order at 9:02 am.

2. Roll call

Mark de la Rosa
Taraneh Moayed
Brian Roberts
Todd Rydstrom
Nnena Ukuku
Matthias Jaime

COIT Staff

Emma Fernandez
Luke O'Neill

Department Representatives

Asja Steeves

Public Members

Sam Klepper
Paul Ames
Jade Wang
Brian Uhler

3. Approval of Minutes from October 9, 2020 (Action Item)

The minutes from October 9, 2020 were approved unanimously.

4. Review and Approval of Surveillance Technology Policy: Automated License Plate Reader (Action Item)

Airport (AIR)

Airport deferred their presentation of their ALPR policies until further notice.

5. Review and Approval of Surveillance Technology Policy: Audio Recorder (Action Item)

San Francisco Police Department (SFPD)

Ms. Asja Steeves presented SFPD's revised ShotSpotter policy and impact report. SFPD's revised ShotSpotter policy now includes all ShotSpotter data fields that SFPD has access to, which include ShotSpotter incident ID, the latitude and longitude of the acoustic event, number of rounds fired, and more.

SFPD's revised ShotSpotter policy now lists the SFPD roles, but not the job classifications, who have access to ShotSpotter data. Further, the policy now clarifies that SFPD does not own the ShotSpotter data.

SFPD's policy appendix now details their allegation procedures, considerations for service expansion, and their plans for annual reporting on ShotSpotter use.

SFPD's impact report appendix now lists the district stations currently included in the ShotSpotter service area, the firearm homicide rate by district station, and includes a map depicting violent crime reduction zones (source: 2008).

PSAB requested SFPD to return to the next PSAB meeting with a revised Policy and Impact Report for potential approval. Specific requests include:

- Obtain a quote for SFPD owning their ShotSpotter data.
- Include the job classifications of SFPD members who can access the ShotSpotter data in the policy.

6. Public Comment

There was no public comment.

7. Adjournment

The meeting adjourned at 10:08am.