



# Committee on Information Technology

## Office of the City Administrator

San Francisco City Hall, 1 Dr. Carlton B. Goodlett Place, Suite 352

### **Draft Minutes**

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

Friday, September 10, 2021

9:00 am – 11:00 am

WebEx Event

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#### **Members**

Taraneh Moayed – Chair, Assistant Director, Office of Contract Administration

Blake Valenta – Analytics Strategist, DataSF, City Administrator's Office

Mark de la Rosa – Acting Chief Auditor Executive, City Service Auditor, Controller's Office

Maria McKee – Director of Research & Planning, Juvenile Probation

Kenneth Bukowski – Deputy City Administrator, Office of the City Administrator

Michael Makstman – Chief Information Security Officer, Department of Technology

Guy Clarke – IT Governance Director, San Francisco International Airport

Nnena Ukuku – Public Member

#### **1. Call to Order by Chair**

Mr. Ken Bukowski called the meeting to order at 9:05 am.

#### **2. Roll call**

All PSAB board members except for Taraneh Moayed and Nnena Ukuku were present.

#### **COIT Staff**

Julia Chrusciel

Emma Fernandez

#### **Department Representatives and Guests**

Sohail Warsi

Hector Aguilar

Kenya Wheeler

Robert Aicardi

Robert Miller

Sean Cunningham

Shawn McCormick

Isidro Jimenez

Roland Tolosa

Luca Basilone

### **3. Approval of Minutes**

The minutes of August 27, 2021 were approved unanimously by all attendees, with a small addition about COIT staff following up with the city attorney regarding the application of the 19B Ordinance.

### **4. Department Updates and Announcements**

COIT has followed up with the city attorney about the questions surrounding third-party cameras and is waiting for more information from them.

### **5. Review and Approval of Surveillance Technology Policy: Cameras (Action Item)**

Mark Corso presented on body-worn cameras on behalf of the Fire Department.

A motion was made approve this policy, as long as the part mentioning fire scene investigation in both documents was deleted. The policy was approved unanimously.

### **6. Review and Approval of Surveillance Technology Policy: Automatic License Plate Readers (Action Item)**

Sohail Warsi presented on automatic license plate readers on behalf of the Municipal Transportation Agency. During the discussion, it was asked why the policy documents included did not mention the MTA department's state-mandated ALPR policy. The department responded that the policy is not currently online. The PSAB members also pointed out that the civil liberties section of the policy documents may have underestimated the civil liberties impacts of the technology.

In light of the discussion, PSAB board members postponed the motion to approve the policy until the following changes were made: (a) the civil code section regarding state requirements was referenced and (b) the civil liberties section was edited to be more precise about risks.

### **7. Public Comment**

There was no public comment.

### **8. Adjournment**

The meeting adjourned at 10:00 am.