

Annual Surveillance Report: October 2018 - August 2019

Countywide Surveillance Use Policy Facility Access Control Technology

1. DESCRIPTION OF HOW THE TECHNOLOGY WAS USED

As stated in the Countywide Surveillance Use Policy, “the County’s employee-badge / access-controlled technology and its data shall be used for County business purposes only, to (1) provide access to certain County facilities to authorized County employees who need to use those facilities as part of their work duties; (2) limit access to only those authorized County employees; (3) assist with management decisions relating to access control, administrative or legal investigations, and disciplinary actions; and (4) share data with County employees and law enforcement when authorized.” During the reporting period, the technology was used only for those Board-approved business purposes. Badge readers were only used to capture badge scan information for those with assigned badges.

2. DATA SHARING WITH OUTSIDE ENTITIES

No data was shared with outside entities during this reporting period.

3. COMMUNITY COMPLAINTS OR CONCERNS

No community complaints regarding Facility Access Control Technology were received.

4. NON-PRIVILEGE INTERNAL AUDITS/POLICY VIOLATIONS

There have not been any non-privileged internal audits nor violations of the Surveillance Use Policy related to Facility Access Control Technology.

5. EFFECTIVENESS IN ACHIEVING IDENTIFIED PURPOSE

The data captured has effectively shown that restricted spaces have not been entered by non-authorized employees or any other non-designated entry.

6. PUBLIC RECORDS ACT REQUESTS

There have been no Public Records Act requests that involved data gathered by the badge readers.

7. ANNUAL COSTS

The badge readers were purchased and installed several years ago. The maintenance costs, primarily for work performed on the physical readers themselves, for the reporting period were \$20,931.30; this includes both labor and materials.

Considered: 10/22/2019