



44933 Fern Avenue, Lancaster, CA 93534

Chairman Jeff Little

Vice Chair Liza Rodriguez

Commissioner Mark Brown; Commissioner Tim Fuller;

Commissioner Howard Harris; Commissioner Jin Hur;

Commissioner Drew Mercy

LANCASTER CRIMINAL JUSTICE COMMISSION

AGENDA

Wednesday,

November 13, 2019

10:00 a.m.

Council Chambers – Lancaster City Hall

Posted by 5:00 p.m. on Friday, October 8, 2019

at the entrance to the Lancaster City Hall Council Chambers

CALL TO ORDER

ROLL CALL

Commission Members: Brown, Fuller, Harris, Hur, Mercy; Vice Chair Rodriguez; Chairman Little

INVOCATION

Bobbie Moody, Aglow International

PLEDGE OF ALLEGIANCE

PRESENTATIONS

1. City Camera Surveillance Policy
Presenters: Jason Caudle, City Manager, and Patti Garibay, Innovation & Economic Development Manager
2. California Municipal Compliance Consultants
Presenter: Mike Kuper

PUBLIC BUSINESS FROM THE FLOOR - AGENDIZED ITEMS

Any person who would like to address the Lancaster Criminal Justice Commission on any agendized item is requested to complete a speaker card for the Commission Secretary and identify the agenda item you would like to discuss. Each person will be given an opportunity to address the Commission at the time such item is discussed. Speaker cards are available at the rear of the Council Chambers and your speaker card must be filled out *prior* to the agenda item being called. We respectfully request that you fill the cards out completely and print as clearly as possible. Following this procedure will allow for a smooth and timely process for the meeting and we appreciate your cooperation. *Individual speakers are limited to three (3) minutes each.*

**LANCASTER CRIMINAL JUSTICE COMMISSION AGENDA
WEDNESDAY, NOVEMBER 13, 2019**

Consent Calendar items may be acted upon with one motion, a second and the vote. If you desire to speak on an item or items on the Consent Calendar, you may fill out one speaker card for the Consent Calendar. You will be given three (3) minutes to address your concerns before the Lancaster Criminal Justice Commission takes action on the Consent Calendar.

CONSENT CALENDAR

CC 1. Approval of Minutes – October 9, 2019

COMMISSION/ STAFF PRESENTATIONS, UPDATES, REPORTS

1. Los Angeles County Sheriff's Department Crime Trends Report
Presenter: Los Angeles County Sheriff's Department
2. Los Angeles County Probation Department Update
Presenter: Los Angeles County Probation Department
3. California Highway Patrol Update
Presenter: California Highway Patrol
4. District Attorney Update
Presenter: District Attorney's Office
5. City Attorney Update
Presenter: Assistant City Attorney
6. Public Safety Update
Presenter: Public Safety Director
7. State Legislative Office Update
Presenters: Senator Wilk's Office and Assemblyman Lackey's Office

PUBLIC BUSINESS FROM THE FLOOR - NON-AGENDIZED ITEMS

This portion of the agenda allows an individual the opportunity to address the Lancaster Criminal Justice Commission on any item ***NOT ON THE AGENDA*** regarding Commission business and speaker cards must be submitted ***prior*** to the beginning of this portion of the Agenda. Please complete a speaker card for the Commission Secretary and identify the subject you would like to address. We respectfully request that you fill the cards out completely and print as clearly as possible. Following this procedure will allow for a smooth and timely process for the meeting and we appreciate your cooperation. ***Individual speakers are limited to three (3) minutes each.***

COMMISSIONER COMMENTS

**LANCASTER CRIMINAL JUSTICE COMMISSION AGENDA
WEDNESDAY, NOVEMBER 13, 2019**

ADJOURNMENT

Next Regular Meeting:

Wednesday, December 11, 2019 – 10:00 a.m.

MEETING ASSISTANCE INFORMATION

In compliance with the Americans with Disabilities Act, this meeting will be held at a location accessible to persons with disabilities; if you need special assistance to participate in this meeting, please contact the City Clerk at (661) 723-6020. Services such as American Sign Language interpreters, a reader during the meeting, and/or large print copies of the agenda are available. To ensure availability, you are advised to make your request at least 72 hours prior to the meeting/event you wish to attend. Due to difficulties in securing sign language interpreters, five or more business days notice is strongly recommended. For additional information, please contact the City Clerk at (661) 723-6020.

AGENDA ADDENDUM INFORMATION

On occasion items may be added after the agenda has been mailed to subscribers. Copies of the agenda addendum item will be available at the City Clerk Department and are posted with the agenda on the windows of the City Council Chambers. For more information, please call the City Clerk Department at (661) 723-6020.

All documents available for public review are on file with the City Clerk Department.

STAFF REPORT

City of Lancaster

CJC P 1

11/13/19

Date: November 13, 2019

To: Chairman Little and Criminal Justice Commission Members

From: Jason Caudle, City Manager

Subject: **City Camera Surveillance Policy**

Recommendation:

Receive presentation of City Camera Surveillance Policy and discuss possible recommendation to City Council.

Fiscal Impact:

There is no direct fiscal impact by this action.

Background:

Lancaster has been at the forefront of many initiatives that have strengthened the community and improved the quality of life for residents. The movement toward becoming a smart city is the most recent initiative that the City has embraced through partnerships with leading innovation companies such as IBM, Google and Landmark Ericsson.

Smart sensors which include the capability for video analytics are a common building block for a smart city because of the vast amount of information that can be derived through the video footage that each sensor collects. As an example, a city can use video analytics to improve the flow of traffic through the community, spot illegal dumping sites or identify graffiti before a notification is sent by the public. This technology provides an opportunity to better the lives of residents and the City.

Following an extensive RFP process, the City has identified a partner with the experience to implement this cutting-edge technology citywide. anyCOMM is a leading technology company which has partnered with multiple cities throughout the United States, most recently San Francisco, to deploy its unique “smart nodes.” When placed on a series of streetlights, these nodes create a high-speed wireless cellular network, as well as a video network with up to four cameras on each node. The City is working with anyCOMM to develop a partnership in which these nodes would be deployed on Lancaster’s approximately 18,000 street lights for the purposes of collecting data to assist us in better operating the City, from smoothing traffic and identifying infrastructure maintenance needs to improving public safety.

Additionally, the nodes would communicate with each other to significantly enhance our community's cellular and Wi-Fi network, creating demonstrably better connectivity. This network will help lay the foundation for the City's future, providing the essential infrastructure needed to attract new companies, allow for the deployment of autonomous vehicles, and offer a new opportunity to implement equitable internet access – not to mention substantially better cellular and Wi-Fi connectivity for existing and future residents.

Of course, because video cameras are a key component of the smart node's ability to accomplish these goals, care must be taken regarding the use of the associated footage. The City Council has expressed its commitment to ensuring that any video camera deployed helps to support and strengthen the overall function of the City while still balancing the privacy of residents. With that in mind, a Camera Surveillance Policy was developed for the Criminal Justice Commission to review which outlines how camera footage will be used and by whom. The policy makes clear that the primary purposes of the cameras will include collecting video footage which will allow the City to use information and technology to increase operational efficiency and provide quality services for residents. Secondly, police and fire officials will have access to footage directly from anyCOMM, which can be utilized to assist in their investigations of criminal activities.

Under this policy, video footage will be securely stored by anyCOMM. The firm will remit data analytics such as traffic counts and maintenance needs to the City; the accompanying footage would not be necessary for these purposes. Upon request, authorized public safety officials will be able to procure specific video footage to aid in investigations.

The proposed smart node technology offers an incredible opportunity to make the City of Lancaster more efficient, safer, and more prepared to pilot and deploy emerging technologies than ever before. We have already become known as a "City of Firsts." Through implementation of technology such as anyCOMM's, we will soon become a city of the future.

PG:CD

Attachment:

Camera Surveillance Policy

City of Lancaster
Administrative Policies and Procedures Manual

Subject Camera Surveillance		Effective Date	
Index: City Clerk Number: XXX-XX	Supersedes N/A	Staff Contact Jason Caudle	Pages 3

1.0 Purpose

The City of Lancaster (“City”) wishes to deploy an 80,000 camera system (the “System”) within the City for the primary purpose of gathering data analytics to better track pedestrian and traffic data. The compilation of this data will help the City to better alleviate congestion in the streets and to increase the overall function of the City. The data will secondarily provide the City with access to video and images evidencing criminal activity within the City, to allow for better and more efficient law enforcement.

2.0 Policy

The cameras that make up the System will be installed and owned by various vendors throughout the City. The vendors will record on a twenty-four (24) hour per day, seven (7) day per week basis, and will provide authorized City staff with all necessary and/or requested data analytics, including, but not limited to, pedestrian and traffic counts. The vendors will also be required to provide authorized City staff with specified video and images evidencing criminal activity, upon request, which will be forwarded to the City’s public safety department/police department.

The City is committed to ensuring that the System is used in a manner that respects and balances the privacy interests of various City residents who are captured on the recordings. As such, any and all cameras that are deployed under this policy, and any and all images and video that are stored under this policy, will be done so in conformity with all citizens’ constitutional rights, including, but not limited to, the right to free speech and expression.

The video and images that are recorded will be the property of, and will remain in the custody of, the vendors who install and own the respective cameras, until they are destroyed by the vendors. The City will only be provided with data analytics tracking pedestrian and traffic counts, unless otherwise requested. Authorized City staff may, however, request video and images pursuant to an investigation into criminal activity. Upon a proper request, the vendors are bound to turn over the sought video and images to the City to aid in the investigation. The authorized City staff member and the authorized public safety/police department who receive the video and images will be the only bodies authorized to view the video and images.

Regardless whether the video and images recorded are retained by the vendors or sent to the City pursuant to an investigation request, any and all recordings will be destroyed by the vendor between thirty (30) and ninety (90) days after the date of recording.

This policy does not address the use of body-worn cameras, audio recording devices, or any other recording devices outside the scope of this policy. This policy does not supersede any federal, state, or local privacy laws.

3.0 Recording and Monitoring

Vendors will record on a twenty-four (24) hour per day, seven (7) day per week basis. Each vendor will appoint one (1) individual who will have exclusive access to the video recordings. Vendors shall not permit any person who is not the authorized individual responsible for viewing the recordings or an authorized City staff member upon proper request to access the recordings.

4.0 Video Retention

All recorded video and images shall be stored by the vendor in a secure area with restricted access unless and until directed by authorized City staff to release the content to the City.

Vendors shall store recorded video and images for no less than thirty (30) days and no more than ninety (90) days before deleting the content.

5.0 Release of Content

All content collected by vendors is considered vendor property and is not to be released to any individual other than the authorized City staff member, upon proper request, or as otherwise set forth herein.

Requests for recorded content from other law enforcement agencies shall be released by the vendor in accordance with a specific and legitimate law enforcement purpose. Recorded content that is the subject of a court order or a subpoena shall be processed in accordance with the established subpoena process.

Any requests or demands directed to the City under the California Public Records Act ("CPRA") (Cal. Gov. Code § 6250, et seq.) for any of the recordings that have been released to City staff pursuant to this policy will be handled accordingly by authorized City staff. Records pertaining to law enforcement investigations will not be required to be publicly disclosed by the City, pursuant to Cal. Gov. Code § 6254(f).

6.0 Violations

Unauthorized access to any of the cameras in the System or to any recorded content, unauthorized reproduction of any recorded content, or unauthorized distribution of any recorded content by any vendor will result in immediate disciplinary action, including, but not limited to, civil and criminal penalties.

7.0 Organizations Affected

All City departments/divisions

8.0 References

Cal. Gov. Code § 6250, et seq. (California Public Records Act).

Approved

Jason Caudle, City Manager

Date