

**Santa Clara County Office of the Sheriff**  
**Security Video Cameras at Sheriff's Office**  
**Headquarters, Substations, and Evidence Storage Areas**  
**Annual Surveillance Report: July 1, 2022 – June 30, 2023**

## **1. Description of How the Technology was Used**

During this reporting period, the Sheriff's Office utilized the Facility Security Video Cameras to monitor public workspaces, public hallways, ingress/egress points, interior and exterior perimeters, and areas of high importance or liability such as evidence storage areas. Facility Security Video Cameras were not located in areas where there is a reasonable expectation of privacy, such as restrooms or lactation rooms.

Dedicated signage notifying the public and employees of video monitoring and recording were placed conspicuously at or near the entrances of buildings utilizing Facility Security Video Cameras.

## **2. Data Sharing with Outside Entities**

Consistent with the Board-approved Surveillance Use Policy, video footage from the Security Video Cameras at Sheriff's Office Headquarters, Substations, and Evidence Storage were not shared with outside entities during this reporting period.

## **3. Community Complaints or Concerns**

Any community complaints regarding the use of this technology is routed to the Internal Affairs Lieutenant for tracking and response.

During the period for this annual report, there were no community complaints or concerns expressed to the Sheriff's Office regarding the Security Video Cameras at Sheriff's Office Headquarters, Substations, and evidence storage areas.

## **4. Non-Privileged Internal Audits / Policy Violations**

All Sheriff's Office staff are provided all Surveillance Use Policies via an internal web-based portal requiring review and a completed attestation of acknowledgement.

Consistent with the Surveillance Use Policy, oversight by the Sheriff's supervisors occurred for authorized personnel who utilized the Security Video Cameras at Sheriff's Office Headquarters,

Substations, and evidence storage areas to ensure the Use Policy and other Sheriff's policies were being followed, as well as to identify functional issues with the cameras or equipment, and to identify any potential training issues.

There is no evidence to suggest that this technology was used disproportionately affecting lower-income community members or community members of color.

## **5. Effectiveness in Achieving its Identified Purpose**

The Sheriff's Office believes this equipment has effectively met the identified purposes of the system by providing documentary evidence for criminal investigations, internal or administrative investigations, and civil litigation, in addition to enhancing public trust.

## **6. Public Records Act Requests**

The Sheriff's Office has a process in place to track Public Records Act requests, with designated staff to receive and respond to each request. During the reporting period, the Sheriff's Office received no (0) California Public Records Act requests for the Security Video Cameras at Sheriff's Office Headquarters, Substations, and evidence storage areas.

## **7. Annual Costs**

During this reporting period, there were no additional costs associated to the use of the system.