

**County of Santa Clara
Office of the District Attorney
Video Surveillance and Recording of Evidence Storage Facility
Annual Surveillance Use Report
July 1, 2022 - June 30, 2023**

1. Description of How Technology Was Used

The video surveillance and recording system installed in the evidence storage facility was used only in compliance with the Board-approved Surveillance Use Policy. Specifically, the system recorded activity and potential anomalies within the facility, and the system transmitted video data to authorized investigators in the District Attorney's Office to allow personnel to determine if there were unauthorized intrusions into the facility or malfunctions to the storage equipment within the facility. The security system at the Berger Drive Evidence Storage Facility shares 52 cameras, two monitoring stations, and multiple mobile monitoring devices with the District Attorney's Bureau of Investigation, the Sheriff's Office, and County Facilities Security.

2. Data Sharing With Outside Entities

There was no occasion when authorized District Attorney's Office personnel accessed stored recordings within the period covered by this Annual Report. There was no sharing of data with anyone other than authorized District Attorney's Office personnel.

3. Community Complaints or Concerns

The District Attorney's Office has a process for receiving and reviewing all community complaints, including those related to surveillance technology. The District Attorney's Office did not receive any complaints regarding the video surveillance and recording of evidence storage facility during the period covered by this Annual Report.

4. Audits/Policy Violations

There was one audit performed during the period covered by this Annual Report. There were no violations of policy.

All new hires and newly assigned staff were trained on the County's Surveillance Use Ordinance and required SUPs. All current District Attorney's Office investigators received training on the County's Surveillance Use Ordinance and District Attorney's Office investigators electronically read and acknowledged the ordinance and SUPs as required by our Policy & Procedure Manual. Departmental recordkeeping of the use of the technology or access to information collected by the technology has been reviewed.

5. Effectiveness In Achieving Identified Purpose

The video surveillance and recording system recorded activity within the evidence storage facility consistent with the system's design and functionality. The system permitted District Attorney investigators to remotely receive alerts, as well as live and stored video footage, which obviated the need for repeated and unnecessary on-site inspections.

6. Public Records Act Requests

The District Attorney's Office has designated an Assistant District Attorney to review all Public Records Act Requests, including any addressing surveillance technology. The District Attorney's Office received no Public Records Act requests for information collected by the video surveillance and recording of evidence storage facility during the period covered by this Annual Report.

7. Costs Incurred

The cost incurred for maintenance, data storage and access of the recording system during the reporting period was \$1,212. The source was the General Fund.