

**County of Santa Clara
Probation Department
Juvenile Hall Video Security System**

Annual Surveillance Report for July 1, 2022 – June 30, 2023

1. Description of How the Technology Was Used

The Santa Clara County Probation Department operates Juvenile Hall, a juvenile detention facility located in San José. The facility maintains a video security camera system for the purpose of creating a safer environment for all those who visit, work in, and are detained at the facility.

During the reporting period, there were approximately 240 Bosch Flexidome IP 6000 VR 1080P remotely operated tilt/pan/zoom enabled and fixed cameras, located in areas including youth living environments, dayrooms, classrooms, entrances and exits to the facility, visitation rooms, medical clinic, and all areas where youth have access to. Security cameras were not used where there is a reasonable expectation of privacy such as restrooms, changing areas, or shower areas.

Regarding the existing system, during the reporting period noted for this Annual Report, from July 1, 2022, to June 30, 2023, the real-time and or recorded video security system was used to capture operational safety and security incidents, COVID-19 contact tracing among potentially exposed employees and youth clientele, and alleged policy violations involving employees working within Juvenile Hall.

The video surveillance camera system allows video footage to be recorded, stored, and accessed for review. In accordance with the Board of Supervisors approved Surveillance Use Policy: the video footage was stored on a secure dedicated server, and access was limited to ensure the integrity of the video footage; the Chief of Probation, Deputy Chief, Probation Division Managers assigned to Juvenile Hall, and the Internal Affairs Investigation Unit had access and reviewed recorded data for specific investigative purposes as required. Reviewing recorded video footage was limited to two (2) monitors, one in each of the Probation Division Managers offices. The offices are secure and can only be accessed by using a key which is specifically assigned to each Probation Division Manager assigned to Juvenile Hall.

2. Data Sharing with Outside Entities

Security cameras within Juvenile Hall monitored specific areas of the Juvenile Hall facility in real time, with the capability of recording and/or capturing images. Access to recorded data was limited to ensure the integrity of the video footage. The public did not have direct access to any real-time or recorded data. If a Public Records Act

request or subpoena is received for system data, the Probation Department consulted with the Office of the County Counsel to determine whether the requested data is exempt from disclosure or is legally required to be disclosed and responded to requests in compliance with applicable law. During the reporting period there was no data shared with outside entities with the only exception being for the purposes of an official Law Enforcement Agency investigation through the Santa Clara County Sheriff's Office.

3. Community Complaints or Concerns about the Technology

There have been no reported community complaints or concerns regarding the security camera technology within Juvenile Hall. In the event a member of the community wishes to file a complaint or concern related to the current use and or security camera technology, the Probation Department provides contact information on the Probation Department website outlining the process how to file a complaint with the Internal Affairs Division, ([Internal Affairs - How to File a Complaint - Probation Department - County of Santa Clara \(sccgov.org\)](#)).

4. Audits / Policy Violations

There were no non-privileged internal audits during the reporting period.

The Video Surveillance System was used to monitor and record specific areas of the Juvenile Hall facility for Safety and Security purposes. Appropriate public notice regarding video recording of the Department's lobby area is provided via dedicated signage. The Probation Department maintains a logbook for authorized personnel only to review recorded video. The sign in logbook is reviewed for compliance by the Deputy Chief Probation Officer on a quarterly basis. This process was instituted in January 2023.

Monitors for viewing the live feed of the security cameras were staffed exclusively by designated/approved Probation staff. The Department provides all designated/approved Probation staff with copies of the Surveillance Users Policy. All policies are reviewed by approved Probation staff annually. Television monitors are only in secure areas to ensure unauthorized staff and/or the public could not view live video feeds.

The video footage was retained for no more than 13 months, unless the data was relevant to a pending criminal investigation, administrative investigation, or otherwise required by law or court order to be retained longer. Video footage was deleted by recording over it with new video footage no later than 13 months later.

5. Effectiveness at Achieving Identified Purpose

The existing security cameras within Juvenile Hall have continued to monitor

specific areas of the Juvenile Hall facility in real time, with the capability of recording and/or capturing images. The system has been generally effective regarding real-time monitoring and capturing of activities to ensure the safety and security of the facility.

The identified purpose of the video security system is to assist in maintaining a safe environment for all those who visit, work in, and are detained at the Juvenile Hall Facility. The video surveillance system with retention capabilities became operational as of March 1, 2020. The Video Surveillance System was highly effective in aiding with COVID-19 exposure and contact tracing. The Probation Department has utilized the video reviewing capability of stored video to trace the possible direct contact of an employee who may have been identified as COVID-19 positive, thus mitigating infectious disease transmission within the facility.

6. Public Records Act Requests

Public records requests are tracked by the Probation Department.

There have been no Public Records Act requests regarding the existing video security system. In the event of a Public Records Act request, the Probation Department will consult with County Counsel and follow all applicable laws in accordance with Welfare and Institutions Code Section 827.

7. Annual Costs

The Probation Department estimates annual preventative maintenance costs for the video security system at Juvenile Hall to be the following:

Video Surveillance Projected:

Annual Maintenance Costs: \$139,000 to \$180,000

Source of Funding: General Fund