

Probation Department
William F. James Ranch Video Security System

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

1. Description of How the Technology Was Used

The Probation Department operates real-time security cameras at the William F. James Ranch Rehabilitation Facility.

The purpose of its security camera system is to create a safer environment for all those who visit, work in, and are housed at the facility.

Regarding the existing system, during the time period at issue in this Annual Report, from July 1, 2022, to June 30, 2023, the real-time video security system was used for its intended purpose – to evaluate potential safety and security issues and events in real time at the William F. James Ranch. During the reporting period any members of the public who were on the physical campus of the William F. James Ranch were captured with the surveillance technology. No members of the public were captured engaging in unlawful conduct. The existing video surveillance technology does not allow for recording or storing video footage for review.

Regarding the current system, the Probation Department, through County Facilities and Fleet Department, secured a vendor to replace the existing Video Surveillance System, and implement a new Video Security System allowing for the recording and retention of video data. Construction and implementation of the upgraded Video Surveillance System has been completed and is operational. However, the recording and retention of video data has not commenced as finalization of the Video Surveillance Policy is in process. Implementation of the retention of video data is expected in Fall of 2023.

2. Data Sharing with Outside Entities

Existing security cameras within the William F. James Ranch have continued to monitor specific areas of the facility in real time, without the capability of recording and/or capturing images. No data has been collected or shared with outside entities.

3. Community Complaints or Concerns

There have been no reported community complaints or concerns regarding the existing security technology cameras within the William F. James Ranch facility. Instructions to file a complaint with the Department can be found on the Probation Departments website.

4. Audits and Policy Violations

There were no non-privileged internal audits during the time period of July 1, 2022, through June 30, 2023.

Access to viewing real-time video security cameras at the William F. James Ranch is limited to Probation staff. Probation Division Managers assigned to the William F. James Ranch make periodic onsite visits to monitor compliance ensuring that only approved Probation staff have access to live camera viewing. The public does not have direct access to real-time video footage.

5. Effectiveness at Achieving Identified Purpose

The existing security cameras within the William F. James Ranch have continued to monitor specific areas of the facility in real time, without the capability of recording and/or capturing images. The system has been generally effective regarding real-time monitoring of activities. However, current effectiveness is limited due to the inability to record and store video images.

The purpose of the improved video security system is to assist in creating a safer environment for all those who visit, work in, and are housed at the William F. James Ranch Facility.

6. Public Records Act Requests

Public records requests are tracked by the Department.

There have been no Public Records Act requests regarding the existing video security system.

7. Annual Costs

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

Existing Surveillance Video System:	
Annual Maintenance Cost	\$5,000 to \$15,000
Source of Funding:	General Fund