

**County of Santa Clara
Registrar of Voters
Security Cameras**

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

1. DESCRIPTION OF HOW THE TECHNOLOGY WAS USED

In accordance with the Office of the Registrar of Voters’ (ROV) Surveillance Use Policy, during the reporting period July 1, 2022, to June 30, 2023, the ROV maintained and operated 46 security cameras for the purpose of monitoring access to restricted voting equipment, computer tabulation systems, voting system servers, tabulation scanners, ballots, ballot storage, ballot processing, and ballot printing equipment (together, “Voting-Related Equipment and Ballots”). The surveillance equipment was not used to capture members of the public who are not suspected of engaging in unlawful conduct. ROV works with the Technology Services & Solutions (TSS) Department for access to information collected by the surveillance equipment and ROV uses its own chain of command to limit and track individuals who request access to the information collected by the surveillance technology. ROV has confirmed that the information collected by the technology has been retained only for 60 days in compliance with the Surveillance Use Policy. The server storing data from security cameras has a 32-terabyte capacity and automatically overwrites old footage with new recordings.

2. DATA SHARING WITH OUTSIDE ENTITIES

ROV uses the TSS tracking system to determine if any requests for data acquired through the security cameras was requested. ROV is also utilizing two cameras located at 880 Ridder Park Dr. Those cameras are managed by the Department of Child Support Services and ROV utilizes their tracking system to determine if any requests for data acquired through the security cameras was requested for that location. Such requests are routed through the Department’s Assistant Registrar of Voters. Data acquired through the use of the surveillance technology was not shared with outside entities.

3. COMMUNITY COMPLAINTS OR CONCERNS

The ROV has a process to track community complaints or concerns about the surveillance technology. Such complaints are routed to the department’s Assistant Registrars of Voters for recordkeeping. No complaints related to the surveillance technology were received during the reporting period.

4. NON-PRIVILEGED INTERNAL AUDITS/VIOLATIONS

ROV has identified and assigned personnel to ensure compliance with the Surveillance Use Policy and has documented its written designees. Surveillance equipment is strictly

used to monitor voting-related equipment. Because staff has no direct access to the footage, there is not a process for training staff on the Surveillance Use Policy. However, the Department has implemented a method to ensure applicable staff have received, read, and are familiar with the Surveillance Use Policy. ROV has confirmed that the information collected by the technology has been retained only for the time periods in compliance with the Surveillance Use Policy. ROV did not conduct a sample audit to determine who accessed the information collected by the surveillance technology, but is in the process of working with TSS to periodically audit the requested information. Access to the technology is infrequent and must be justified before approval. There were no identified policy violations or sanctions regarding the Surveillance Use Policy during the reporting period.

5. EFFECTIVENESS AT ACHIEVING IDENTIFIED PURPOSE

The existing security cameras have been effective at monitoring access to Voting-Related Equipment and Ballots.

6. PUBLIC RECORDS ACT REQUESTS

ROV has a process to track Public Records Act requests for information about, or collected from, the surveillance technology. There have been no Public Records Act Requests received for information about, or collected from, the surveillance technology in use by the department during the reporting period.

7. ANNUAL COSTS

As of June 30, 2023, total costs for the surveillance technology amounted to \$10,218.22. In the coming year, the costs for the surveillance technology will be paid for from the ROV's Professional and Specialized Services and Services and Supplies budgets.