

Specification Technology Specifications Report – City of Detroit Recreation Departments security

Section 17-5-453 Surveillance Technology Specification Reports.

- (a) The General Services Department certifies that this information contained in this document reflects the complete and accurate proposed use of the technology.
- (b) This report has been approved by the Director of the General Services Department.

(1) **Description:** Information describing the surveillance technology and its capabilities

Department response:

The City of Detroit General Service Department is looking to install security cameras on the exterior and parking lots of the following recreation centers:

1. Farwell Recreation Center: 2711 Outer Dr E, Detroit, MI 48234
2. Williams Recreation Center: 8431 Rosa Parks Blvd, Detroit, MI 48206
3. Patton Recreation Center: 2301 Woodmere St, Detroit, MI 48209
4. Lasky Recreation Center: 13200 Fenelon St, Detroit, MI 48212
5. Heilmann Recreation Center: 19601 Brock Ave, Detroit, MI 48205
6. Adams Butzel Recreation Center 10500 Lyndon St, Detroit, MI 48238
7. Crowell Recreation Center: 16630 Lahser Rd, Detroit, MI 48219
8. Clemente Recreation Center: 2631 Bagley St, Detroit, MI 48216
9. Butzel Family Recreation Center: 7737 Kercheval Ave, Detroit, MI 48214
10. Coleman Recreation Center: 2751 Robert Bradby Dr, Detroit, MI 48207

The goal of the cameras is to protect the recreation centers and surrounding parking lots from criminal activity.

The City of Detroit's General Service Department will be adding the recreation centers listed to the City of Detroit's access control and video management system (VMS) Genetec. The information will be viewed by General Services Department Security Administration.

The General Service Department will be installing the Axon P3719 PLE Network Camera (See attached specification sheet on Axon P3719 PLE Network Camera) camera around the exterior and parking lots of the recreation centers listed.

(2) **Purpose:** Any specific purpose the surveillance technology is intended to advance:

Department response:

The cameras are being installed on the exterior building and parking lots of the recreation centers. The cameras are being installed for the purpose of preventing criminal activity around the recreation center and on the parking, lots surrounding the recreation centers. The cameras will not be used for surveillance of any neighboring dwellings.

- (3) **Deployment:** Deployment. If the surveillance technology will not be uniformly deployed or targeted throughout the City, the factors that will be used to determine where the technology is deployed or targeted;

Department response:

The cameras are not being installed for surveillance. The locations of the security cameras were determined by the locations that provided the best views to prevent criminal activity around the recreation center while not intruding on the neighboring community's privacy.

- (4) **Fiscal impact:** The fiscal impact of the surveillance technology

Department response:

The security camera and access control installation are a small part of a larger project to repair and renovate recreation centers listed. The project in its entirety is being covered by American Rescue Plan Act (ARPA) funds.

- (5) **Civil rights and liberties impacts:** An assessment identifying with specificity:

- a. *Any potential adverse impacts the surveillance technology, if deployed, might have on civil rights and civil liberties; and*

Department response:

The cameras being deployed could inadvertently capture views that could potentially have adverse impacts on an individual's civil rights or civil liberties. This is highly unlikely because the views of the cameras will be fixed on the exterior of the recreation center building and parking lots. The technology is not being deployed to view any of the neighboring dwellings.

- a. *What specific, affirmative measures will be implemented to safeguard the public from potential adverse impacts identified in this section.*

Department response:

The views of the cameras being deployed are fixed on the recreation building and parking lot. Once video has been identified as intruding on an individual's civil rights or civil liberties it will be deleted for the system immediately.

- (6) **Authorized use:** A complete description of the purpose and intended uses of the surveillance technology, including any uses that will be expressly prohibited.

Department response:

This technology being deployed is not being deployed for surveillance. The technology is being deployed to protect the recreation center and parking lot from criminal activity.

The Security system being used has a permission driving security model, only people granted permission to view the cameras by General Services Department Security Administration will be granted permission to view the cameras. The VMS system keeps logs of activities being performed on the system.

(7) Data collection:

- a. *What types of surveillance data will be collected, captured, recorded, intercepted, or retained by the surveillance technology;*

Department response:

No surveillance data will be captured.

The cameras views are only of the exterior of the recreation center and surrounding parking lots.

- b. *What surveillance data may be inadvertently collected during the authorized uses of the surveillance technology and the measures that will be taken to minimize the inadvertent collection of the data; and*

Department response:

There should be no data collected inadvertently. The cameras being deployed will be fixed on the exterior of the recreation center and surrounding parking lots.

- c. *How inadvertently collected surveillance data will be expeditiously identified and deleted;*

Department response:

Since the cameras are fixed on the exterior of recreation center and the surrounding parking lots, there should be no instance where data was collected inadvertently.

Once data has been identified as being captured inadvertently, the data will be deleted for the system immediately.

(8) Data protection. The safeguards will be used to protect surveillance data

from unauthorized access, including encryption and access control mechanisms;

Department response:

The video captured by the cameras will traverse the City of Detroit's internal network and be encrypted to AES128 standards. This ensures that the data cannot be intercepted or decrypted by unauthorized individuals. The security solution Genetec requires that anyone requesting access to the system must have a username and -password. The system prevents the user from accessing videos the user does not have permission to view, thereby adding additional security preventing unauthorized access.

(9) Data retention. Insofar as the privacy of the public can be severely compromised by the long-term storage of mass surveillance data, the regulations and procedures that govern the retention of surveillance data, including those governing:

a. *The limited time period, if any, surveillance data will be retained. Such information shall include a statement explaining why the designated retention period is no greater than that which is absolutely necessary to achieve the specific purpose or purposes enumerated in the Surveillance Technology Specification Report;*

Department response:

The data retention policy for all data captured is thirty (30) days.

b. *The specific conditions that must be met to retain surveillance data beyond the retention period identified pursuant to Subsection (b)(9)a of this section; and*

Department response:

Data will not be retained beyond the retention period except where such information constitutes evidence of a crime related to an open case or a closed case where the prosecution/ or appeals remain pending.

c. *The process utilized to regularly delete surveillance data after the retention period stated in Subsection (b)(9)a of this section has elapsed and the auditing procedures that will be implemented to ensure data is not improperly retained;*

Department response:

The Security system will automatically delete any data that is older than the retention period in less flagged by the system as do not delete.

(10) **Surveillance data sharing:** If a City department is seeking authorization to share access to surveillance technology or surveillance data with any other governmental agencies, departments, bureaus, divisions or units, or non-governmental persons or entities in the absence of a judicial warrant or other legal mandate, the City department shall detail:

a. *Which governmental agencies, departments, bureaus, divisions or units, or non-governmental persons or entities will be approved:*

i. *For surveillance technology sharing to the governmental agency, department,*

bureau, division or unit, or non-governmental person or entity, and

ii. *For surveillance technology sharing from the governmental agency, department, bureau, division or unit, or nongovernmental person or entity; and*

iii. *For surveillance data sharing to the governmental agency, department, bureau, division or unit, or non-governmental person or entity;*

b. *Where applicable, the type of information of surveillance data that may be disclosed to the governmental agency, department, bureau, division or unit, or non-governmental person or entity; and*

c. *Where applicable, any safeguards or restrictions that will be imposed on the surveillance technology or data receiving governmental agency, department, bureau, division or unit, or non-governmental person or entity regarding the use or dissemination of the provided surveillance technology or data;*

(11) **Demands for access to surveillance data.** What legal standard must be met by government entities or third parties seeking or demanding access to surveillance data;

Department response:

All requests for data will be reviewed and approved by the City of Detroit's Law department, prior to releasing information to a third party.

(12) Auditing and oversight.

Department response:

Since the Security Application deployed is not being used for surveillance, there will be no need for oversight. The Security System Application has the ability to audit any activities being performed on the system.

(13) Training. Would specialize training be required in connection with the use of the surveillance technology; and

Department response:

Every member of the General Services Department's Security Administration and SOC will receive some degree of training with respect to the technology.

(14) Complaints. What procedures will allow members of the public to register complaints or concerns or submit questions about the deployment or use of a specific surveillance technology, and how the City department will ensure each question and complaint is responded to in a timely manner.

Department response:

The policies and procedures of the General Services Department Security Administration require that upon receiving notice of the desire to file a complaint, the General Service Department of Security Administration will receive and log the complaint and will work with the individual reason the complaint to come to a resolution of the complaint. Questions regarding the technology may be directed to the Office of the Director of the General Service Department.