Community Surveillance Working Group

Meeting Minutes

April 15, 2025, 12:00 – 1:05 pm

Working Group Members Present:	Present: Alex Maestretti, John Chen, Kayleigh McNiel, Wendy Novotne, Rene Peters, Not present: Carolyn Riley-Payne,
City Staff:	Vinh Tang, Eleonor Bounds
In Attendance:	Public: Cynthia, meeting guest (external)

Surveillance Working Group meeting minutes are not an exact transcript and represent key points and the basis of discussion

Agenda:

		Minutes
1	Call to order	
2	Introductions	
3	Quarterly Determination Report + Seattle IT Strategy 2025-2027	
4	2025 Work Plan	
5	Public Comment	
		Rene leaving Seattle 5/1

Meeting Notes: Community Surveillance Working Group Meeting Summary

*provided by Alex M.

Rene Peters called the meeting to order. Quorum was established with:

- Rene Peters, Chair
- Alex Maestretti, Co-Chair, At Large Member
- Kayleigh McNiel, At Large Member, interim

- John Chen, Member
- Wendy Novotne, Member

Attending from the City of Seattle:

- Vinh Tang
- Sarah Carrier
- Eleonor Bounds

As well as members of the public.

The meeting notes from last session were adopted by unanimous vote.
The agenda for the session was also adopted by unanimous vote.

Discussion focused on the Quarterly Determination Report process, as well as an update on Seattle's IT strategy and working group business.

Key Points:

1. **Quarterly Determination Report Process**:
   - The report is compiled 30 days after each quarter ends (April 30, July 30, October 30, January 30)
   - When departments want to procure technology, it goes through centralized IT
   - Multiple reviews occur (security, enterprise architecture, privacy assessments)
   - The privacy assessment includes surveillance definition criteria from the ordinance
2. **Decision-Making Process**:
   - Departments self-report information about technologies
   - Assessment involves various stakeholders (department staff, City Attorney's Office, executive leadership)
   - Of 44 technologies reviewed in the past year, only 3 met the surveillance technology criteria
   - One technology (CCTV and RTCC) went through the full surveillance review process
3. **Relationship to Master Technologies List**:
   - Technologies determined to meet surveillance definitions get added to the master list
   - Technologies can be removed from the master list if determined they no longer meet criteria
   - City Council has authority to override decisions and return items to the list (checks and balances)

- o Important clarification: The master list was originally created in 2018 for retroactive technologies already in use, but now includes new technologies that meet the definition

4. **Surveillance Review Process Clarifications**:
   - o Technologies identified as surveillance may not always be procured, which means they don't automatically go through the complete review process
   - o CCTV and RTCC was noted as the first new (non-retroactive) technology to go through the full surveillance review process
   - o The City Auditor reviews non-SPD items on the master list
   - o The Inspector General for Public Safety reviews SPD items on the list

5. **Seattle IT Strategy 2025-2027**:
   - o Developed by the new CTO Rob Lloyd who was appointed in June 2024
   - o First strategic plan in several years for Seattle IT
   - o Began development in late 2024 (October-December)
   - o Presented initially at the November Community Technology Advisory Board meeting
   - o The surveillance ordinance was identified as something to examine as part of this strategy
   - o The city has completed reviews of 28 surveillance technologies since the ordinance was enacted in 2018

6. **Historical Context of Surveillance Ordinance**:
   - o Seattle was one of the first major cities to enact a surveillance law (2018)
   - o As of 2024, approximately 24 subdivisions have ordinances in place across the US
   - o Many are based on the ACLU CCOPS (Community Control Over Police Surveillance) model

7. **Potential Updates to Surveillance Ordinance**:
   - o The IT strategic plan identified the surveillance ordinance as potentially "dated" and "limiting" in a SWOT analysis
   - o The working group expressed interest in understanding what aspects are considered limiting
   - o Discussion was held about who "owns" any potential updates to the ordinance
   - o Sarah, Eleanor, and Vinh would be the team to reach out to the working group for feedback
   - o The process is still in "deliberative" early stages with no definite timeline or concrete changes identified
   - o Timeline for any updates would fall within the 2025-2027 strategic plan period

8. **Working Group Business**:
   - o Chair Rene Peters announced his resignation effective end of April due to relocation to New York City
   - o New co-chair will need to be elected to complement Alex

- o Group discussed filling board vacancies (bylaws require vacancies to be filled within a quarter)
- o Vinh Tang confirmed he will be the main point of contact for the working group regarding ordinance updates

9. **2025 Work Plan Items**:
   - o Material update for tracking devices (not a new SIR process but a material update)
   - o Material update for SDOT traffic cameras from 2019
   - o Quarterly determination reports
   - o Annual Surveillance Technology Equity Impact Statement (due September 15)
   - o City Auditor report for non-SPD SIRs
   - o Office of Inspector General report for SPD items

10. **Public Comment**:
   - o Concern expressed about lack of clear ownership for communication with the working group
   - o Question about whether the ordinance revision would be included in the 2025 work plan
   - o Emphasis on the importance of the working group's role in the surveillance technology review process