



BROOKLINE POLICE DEPARTMENT

Office of Professional Responsibility

DANIEL C. O'LEARY
CHIEF OF POLICE

PAUL R. CAMPBELL
LIEUTENANT

To: Chief Daniel C. O'Leary

From: Lieutenant Paul Campbell

Date: December 28, 2017

Subject: CIMS Audit

Sir:

Pursuant to Special Order 2010-4 III(c)(3), I conducted an audit of the Brookline Police Department Critical Infrastructure Monitoring System. The CIMS policy requires that the Office of Professional Responsibility conduct a semi-annual audit to determine compliance with this policy and also to ensure that CIMS records are complete and up to date.

The CIMS system consists of 11 cameras set up in various locations throughout the Town of Brookline. The policy requires training of Officers and Dispatchers prior to receiving codes to access the system. The policy also requires records be kept regarding use of the system as well as requests for production of captured video. Additionally, a camera inventory log must be maintained documenting that the cameras are inspected monthly. As part of the camera inventory logs the location of the cameras as well as dates placed in service are recorded.

The CIMS camera policy calls for the cameras to operate every day between the hours of 10 PM – 6 AM. During those hours the cameras are to be automatically turned on via computer. From 6 AM until 10 PM, the same computer is supposed to close a “mask” over the cameras, effectively taking them offline. During this time, the cameras are unable to monitor or record anything. During 2015, the CIMS cameras reached their end of life, and the decision was made to replace the cameras. At present time, 10 of the 11 CIMS cameras have been replaced, with the only exception being the camera at Boylston/Hammond. The Boylston/Hammond camera is currently not working due to Wi-Fi network issues. This camera has been out of service since June of 2015. In my last audit I reported that I'd spoken with Officer Scott Wilder from the IT division and was



advised that there are significant technology issues related to this camera and location, and that currently there are no plans to get the camera back online. I have conferred with Officer Wilder again and the status of this camera remains the same. He indicated that he does not expect any change until at least the coming spring, but even this time frame was speculative. There are currently no firm plans to update or fix this camera. None of the town cameras have working Situcon covers. As of July, 2015 Situcon is no longer used.

Video Recording Production Requests

The Technology Division maintains a log documenting each request made for a copy of a video captured by the CIMS cameras. Requests for video are submitted to Officer Scott Wilder, who retains a hard copy of each request. Additionally he logs data associated with the request, including date/time of incident, type of incident, location, case # if applicable, date request filled and any additional remarks to explain the nature of the request.

I inspected this log and determined it to be organized and up to date. Since June 15, 2017 there have been 22 requests for production of video captured by the CIMS camera system. 18 of these video requests were made by law enforcement personnel for law enforcement reasons, while four requests were public records requests.

All four video requests by citizens were filled. Of the 22 total requests for video, sixteen were actually accommodated. The remaining requests were not filled because either the cameras did not record any video of value.

Below is a list of the video requests for this audit period.

Date of Incident	Time of Incident	Type of Incident	Turned Over To
7/15/2017	0951 hrs	MV crash 3 vehicles	Evidence
7/14/2017	1430 hrs	town property damage	Evidence
7/22/2017	2030 hrs	Lacr from MV	Evidence
8/2/2017	0918 hrs	MV crash - hit & run	Evidence
8/7/2017	1745 hrs	MVB&E&L	N/A
8/22/2017	1256 hrs	MV stop	Evidence
8/15/2017	1430 hrs	Larc\nder	N/A
8/22/2017	1300 hrs	Bike Theft	N/A
8/29/2017	1430 hrs	Assault\road rage	Evidence
9/5/2017	0300 to 0430 hrs	BUPD Internal Investigation	BUPD Lt. Robert Casey



9/21/2017	0910 hrs	Larc of Bike over	Evidence
9/24/2017	0050 hrs	B&E	Evidence
10/2/2017	0835 hrs	MV crash	Public Records request
10/4/2017	1013 hrs	MV Crash	Evidence
10/21/2017	0745 hrs	MV Crash	Public Records request
10/22/2017	0002 hrs	MV Crash - Hit & run	Public Records request
10/26/2017	1630 hrs	Shoplifting	N/A
11/9/2017	0115 hrs	ABPO, disorderly, resisting arrest	Evidence
11/21/2017	0100 hrs	OUIL	Evidence
11/25/2017	1735 hrs	hit & run with PI	N/A
11/22/2017	0540 hrs	MV crash	N/A
12/15/2017	2030 to 2330 hrs	public record request	Public Record Request

Camera Inventory and Inspection

Under the policy it is required that the camera system be inspected monthly by the Technology Division. Additionally the Technology Division must maintain a log inventorying all cameras in service, including the date each camera is placed in service, location, inspection dates, maintenance/repair history and specific activities being monitored if any.

The log detailing this information is kept in the Larimore property system. A separate log is maintained for each camera. The information contained in the logs is complete and easily accessible. I checked the logs and found the information to be clear and up to date. The cameras have been inspected as required. Where issues were discovered they were noted in the inspections as well as the repairs undertaken to correct these issues.

Certification/Training

Prior to receiving an access code to operate the CIMS camera system, Department Employees are required to receive a copy of the policy for the CIMS cameras. Employees must also receive training in the policy, with a focus on impermissible uses. Once this is done, employees then sign a certification that they have received and read the Special Order regarding the CIMS camera system (S.O. 2010-4).

This certification/training component of the Special Order is being adhered to. Department personnel have all been provided a copy of the policy. Additionally, the



policy is available to all department personnel at any time via the Department's internal file storage system. The entire Department was trained in the camera system and impermissible uses at the time the cameras were installed. CIMS policy training is provided to new hires prior to their being provided an access code to the system. Signed certifications are maintained within the training division. The training notebook with all certifications was readily available, and as new employees are hired their certifications are added to the notebook for easy review. I verified that the newest dispatchers and Police Officers have all been trained, and confirmed that they have signed certifications that they have been trained in the policy regarding the CIMS camera system.

Complaints/Misuse

There have been no complaints, either internal or external related to misuse of the CIMS camera system. Since the inception of the CIMS camera system, there has never been an allegation of impermissible use of this system.

Conclusion

Based on my audit the cameras are being used lawfully and for appropriate purposes. The camera records are being maintained and are up to date and organized. Officers are being educated on the policy regarding the use and impermissible uses of the CIMS camera system, and after reviewing these policies they sign a certificate acknowledging they have been trained regarding the CIMS camera system. These training records are being properly maintained and updated. The CIMS camera system is not in compliance with the CIMS policy regarding the Situcon covers, which is something that is well-known. This fact has been reported in a number of my previous audits as well as been discussed by the Brookline Select Board at meetings, and has also been reported publicly in the Brookline Tab. We do not use the Situcon covers any longer and have not used them in several years. As of the current time the policy still includes language regarding the physical covering of the cameras. This language should probably be removed from the policy.

Respectfully submitted,



Lieutenant Paul Campbell
Office of Professional Responsibility

