

Critical Infrastructure Monitoring System (CIMS) Oversight Committee Meeting

DRAFT MINUTES

Meeting Info:

The CIMS Oversight Committee meeting was Tuesday, February 26, 2013 @5pm at Town Hall, 333 Washington Street, Brookline

In Attendance:

- Committee Members Susan Howards, Jack Corrigan, Sam Scott and Ian Polumbaum
- Brookline Police Department Representatives – Chief Daniel O’Leary, Officer Scott Wilder and Officer Casey Hatchett and NU Co-Op in Crime Analysis Unit Mike Swirko
- Brookline Town Administrators Office – Melissa Goff
- Members of the Public – Clint Richmond (TMM), Morley Quatroche (BU Student)

Documents Referenced/Distributed:

- Surveillance Camera Oversight Committee Charge (including ALPR)
- BPD 2012 year End Report on the Critical Infrastructure Monitoring System and three associated logs (on hour uses, off hours missed and system overrides)
- List of missed incidents for 2010/2011/2012

Minutes:

The meeting opened at 5:05pm with nominations for Chair. Jack Corrigan nominated Susan Howards, seconded by Ian Polumbaum and voted unanimously.

Chief O’Leary presented the 2012 Year End review. He discussed the current use of the cameras (time when operational, email notice sent when override occurs) and also reviewed the uses of the camera this year – during on-times, overrides and incidents missed. He reported that there were no findings of misuse of the cameras or policy violations. Chief accepted questions from CIMS Committee member Ian Polumbaum and a member of public, Mr. Richmond regarding the usefulness of footage from a manual override.

Chief O’Leary also reported that the cameras have been operational on a limited basis for 3 years and that valuable footage is being missed, stating that it does a disservice to operate on the current schedule and asked the CIMS Committee to look at going to 24 hours a day usage. Chief O’Leary reported that the department is relying on private cameras whose use is not monitored or governed by policy. A discussion followed surrounding whether or not the Board of Selectmen have a desire to expand usage.

During the discussion, Mr. Richmond asked if any members of the public had requested footage in the last year. There were none.

The CIMS Committee discussed putting this on the agenda for the next meeting so it will have been publically noticed and at that time review the latest data and discuss a policy change/recommendation to increase use of the cameras.

Ian Polumbaum asked if the 14 day retention period was sufficient and Chief O'Leary stated he felt it was. A discussion of the retention period followed and whether or not Brookline is in compliance with state law requirements. It was decided that this would be added to the next meeting agenda and at that time the two policy changes would be discussed (expanding hours and reviewing retention period).

The meeting followed with a discussion of the newly added charge of monitoring the use of the Automatic License Plate Readers (ALPRs). Mr. Richmond asked the timeline for their use and Officer Wilder reported that a purchase order was placed on this date. Chief O'Leary explained how the ALPRs could be used for parking enforcement.

Jack Corrigan made a motion to accept Chief O'Leary's report, which was unanimously accepted.

The meeting adjourned at 5:50pm.