

Community Surveillance Working Group

Meeting Minutes

March 7, 2024

Working Group Members Present:

Kayleigh McNeil, Wendy Novotne, René Peters

City Staff:

Eleonor Bounds, Vinh Tang, Sarah Carrier

Member of the Public

In Attendance:

Amy
BJ
Call in member (no name given)
Matt

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

Slide 1: Based on Surveillance Ordinance

Slide 4: Provide impact assessments, analyse SIR. Evaluate disparate impacts, privacy concerns, public comments, aim to be involved in public engagement, reports provided to City council prior to determination.

- Have done the work simultaneously, moving forward might make more sense to provide recommendations to CTO based on whether Council approves or denies request.
- Good standing requirement – has been tricky to keep people engaged and responsive. Need people involved in the process, have a mechanism to remove members who don't participate.
- 6 - 8 week deadline after public comment to provide CSWG
- Co-chairs – delegate duties as appropriate
- All meetings open to public
- If leaving position, there are plans/protections in place to support

Overview

2018 Working Group Created

Please send deck (Eleonor to email as well as email SP site)

Does identifiable individuals mean – how is identifiable defined.

Each technology – reporting requirement to council and MOS, quarterly determination report also provided to the group .

SIR process Overview

Collaboration

Email individual comments to cochairs into report

Contact list: names, roles – will follow up with everyone's name and contact information

Cadence – more information, is there a timeline for vacancies from council

Checking in with council weekly on the status of new members,

Thank you WG for volunteering

Next Steps:

- Likely another introduction meeting
- Will need to set up next meeting once public comment is closed
- Need to determine how would be ideal to work on assessments
- Expectations and responsibilities

Questions from the public

Which equity based organizations are being represented by the members?