



Camera Review Committee

Randall Skigen, Chair
Ted Jankowski
Donald Rozier
Ron K. Thomas
Paul Waldron

CAMERA REVIEW COMMITTEE

888 Washington Blvd.
Stamford, CT 06901

Minutes for August 7, 2014 Meeting

ATTENDEES:

Committee Members

Randy Skigen, Chair
Ted Jankowski
Donald Rozier
Ron K. Thomas
Paul Waldron

City of Stamford Staff

Jim Matheny, Asst. Chief of Police
Mike Toma, Asst. Corporation Counsel
Kathy Ruther, Public Safety Secretary
Ernie Orgera, Director of Operations (briefly)

Meeting came to order at 8:37am, and attendees introduced themselves.

Approval of Previous Minutes – June 26, 2014 (00:40)

Motion – Committee member Ron Thomas moves to pass minutes, seconded by Ted Jankowski.
Minutes pass unanimously. (02:22)

Review of Current Policies and Regulations (02:41)

The Committee discussed the Policy of 6 months of storage, which can increase costs of installing new cameras. This may be a requirement that the Committee would like to see shortened to be more in keeping with State and other Federal requirements.

Discussion of how to maintain privacy of residents. Place cameras out of view of windows. Once cameras are up, the Committee can review the cameras.

Update on Technology Review and Purchase (12:23)

Ted Jankowski presents fliers of various cameras the Office of Public Safety is considering. Contractor is already approved by the City and will be meeting with Public Safety and Operations staff on August 8th. Funding was discussed, as well as timing of order to installation.

Paul Waldron spoke with an associate who stores backup for 30 days. The State of CT has 2 record retention rules 1) CT general correspondence sub class of video security surveillance of 2 weeks; 2) 30 days.

The Committee discussed updating the Policies and Procedures Manual at one time. If the Committee wishes to change the storage requirement to 30 days, it should be added to a list of changes it wishes to make and to all at once at a future date.

Review of Process of Application Submission, Consideration, and Approval (24:00)

The Committee reviewed Section 9, Chair Skigen reads the sections and reviews surveillance levels. Questions and discussion around examples of levels 1, 2, 3 or 4. Discussion of what qualifies as a valid, complete application and the number of votes for each level.

42:18 – Ernie Orgera joins the meeting.

Call for Applications (42:30)

Ernie Orgera and the Operations Department are submitting an application to install cameras. The application is for Level 4 security, therefore a review is requested in Executive Session.

Motion – to enter into Executive Session, moved by Paul Waldron, seconded by Ted Jankowski and approved unanimously. (42:56)

9:50am – the Committee enters Executive Session to deliberate the application, inviting Chief Matheny, Mr. Orgera, and Mr. Toma to join them so that they may be able to answer questions.
10:47am – the Committee returns from Executive Session, no votes were taken during the course of the Executive Session (Mr. Orgera departed during Executive Session)

Motion – to approve the Application with Revised Attachment B – moved by Paul Waldron, seconded by Don Rozier. Application approved by unanimous voice vote, 5-0. (01:15 – tape B)

Adjournment (02:00 – tape B)

Motion – Ron Thomas moves to adjourn, seconded by Paul Waldron. Meeting adjourned at 10:49am.

Respectfully submitted,
Kathy Ruther