



Meeting Minutes
Civic Information Systems Commission (CISC)
Thursday, May 12, 2022 at 7:05 P.M.
Remote Participation

1) Call to Order

The meeting was called to order by Chair David Baker at 7:05 p.m.

2) Roll Call

Present: Commissioners Balu, Newton, Ptacek, Wesley, and Chair David Baker

Absent:

Also Present: Village Manager Kevin Jackson, Interim Police Chief Shatonya Johnson, Administrative Commander Kellie Murphy, IT Director Alvin Nepomuceno, Interim Director of Communications Erik Jacobsen, Josh Thomas from Flock, Commander of Investigations Paul Kane, Joe Cozza potential CISC member.

3) Approval of Agenda

Commissioner Ptacek motioned to approve the agenda for May 10, 2022. The motion was seconded by Commissioner Wesley. A voice vote was taken and the motion was approved unanimously.

4) Approval of meeting minutes from March 10, 2022

Commissioner Ptacek motioned to approve the meeting minutes for March 10, 2022. The motion was seconded by Commissioner Wesley. A voice vote was taken and the motion was approved unanimously.

5) Public Comment

There were no Public Comments.

Chair Baker read into the record a statement that the Village President has determined that an in-person public hearing is not practical or prudent due to the COVID-19 outbreak during Governor Pritzker's current disaster proclamation. It is also not feasible to have a person present at the public hearing due to the safety concern related to the COVID-19 outbreak.

6) New Business:

a) Data Privacy and security policy – Flock Automatic License Plate Reader Cameras

Chair Baker states it's the Commission's goal that a privacy and security policy will be developed for implementation of the cameras. The ALPR system was approved by the VOP



Meeting Minutes
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Board, and 8 cameras will be used as a trial run. The CISC was commissioned to review the VOP Police Dept. general order on use of the cameras to see if it fits with the CISC's standards of data security and privacy.

Chair Baker asked Village Manager Kevin Jackson for clarity of what was approved by the Board. Village Manager Kevin Jackson stated that the 8 cameras will not be implemented until the review of the use policy with CISC as well as CPOC. A revised general order/Police policy on uses of cameras would evolve from both CISC and CPOC recommendations, and be presented to the Village Board for final approval.

Chair Baker stated he has done some review of the privacy policy and the terms and conditions of the Flock technology that was on their website. Chair Baker looked for clarification if this is also something the Commission should be reviewing. Manager Jackson said that those policies could also be considered.

Interim Police Chief Johnson sent CISC information for review, including a general order describing Flock camera/system use. Interim Police Chief Johnson said, in regards to CISC, section 6 and 7 of the general order would be extremely important. These sections are an overview of the data that will be collected, how long the data will be retained, and what the data will be used for. Interim Police Chief Johnson says the data they collect would be images of license plates as they travel through Oak Park, that data will be used to notify the Oak Park police if the vehicle is stolen or wanted. License plates would be verified with entries in LEEDS and NCIC, law enforcement databases, and officers would make a determination if such vehicles would be pursued. Data is not shared with residents via FOIA unless it is downloaded by OPPD. All data will be retained for 30 days, and then be deleted.

Commander Kane described how a Flock system would be implemented as a tool to solve crimes and potentially mitigate crimes from happening. He described how license plates are added to the law enforcement databases, how Flock cameras capture license plate and limited vehicle images and look for matches in those databases, and how officers are alerted and the procedures officers follow regarding whether or not they will pursue a vehicle whose plate image matches an entry in the database. The system also functions as a tool to generate leads to track the path of a wanted vehicle as it makes or has made its way through Oak Park or even other jurisdictions through data sharing with other municipalities' police departments.

Interim Chief Johnson confirmed that the cameras do not pick up images of individuals and will not be used for non-law enforcement purposes, traffic stops or enforcement with ICE. Monthly audits will determine if disciplinary action would be taken against offenders of the system.

Commissioner Ptacek expressed concerns with certain audit data stored on Flock not being accessible via FOIA, only data that is downloaded. Josh Thomas from Flock mentioned he wasn't familiar with how FOIA works in Illinois enough to address that issue.

Commissioner Wesley expressed an interest in routinely automating audit logs from Flock in an effort to make them subject to FOIA and create more transparency. He also would



Meeting Minutes
Civic Information Systems Commission (CISC)
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like to see more documentation of reasons why Flock was accessed for particular searches, and if a stop resulted from a license plate “hit” or a search of the database. This documentation might help determine how many hits resulted in arrests/detainments vs. just doing manual searches of the database.

Commissioner Newton wanted to understand better how we would track the reason for data access- is it mandated by the Village or does it come as part of the solution. Also, how do we insure that the appropriate reasons are being tracked, and is there an annual training program for users. Commander Murphy verified that the OPPD requires and conducts annual LEEDS training.

Commissioner Ptacek wanted to know more about disciplinary actions taken within the department, and wondered why so many officers have access to the system.

Chair Baker wanted to clarify if the data entry process has any drop down option to keep data entry consistent. Commander Kane said all data fields are manual fill-in fields.

Commander Kane clarified that the cameras are motion activated, and the cameras focus is to only capture the licenses plates, make and model of the car. Josh Thomas confirmed that there can be false image captures from moving objects like plastic bags etc. moving past the camera.

Chair Baker wanted to follow up on the report that was released in 2019 by the Washington Post of Flock’s CEO Garrett Langley stating that the cameras do take pictures of vehicles, bicycles, animals and people and in the interface you can click those buttons to search by these things. Josh Thomas confirmed that this has since changed and Flock has deleted that feature. Josh also said that Flock never used facial recognition technology, only machine learning algorithms that can decipher a person from a vehicle.

Commissioner Wesley wondered why the data was stored for 30 days. Could it not be stored for less time and still be a functional solution? Commander Kane said this was a reasonable period of time to have sufficient data to aide an investigation.

Commissioner Ptacek would like to see 2-Factor Authentication enabled to prevent data breaches if so many officers are accessing data over the internet from a browser. IT Director Nepomuceno verified the Village used 2-Factor for access to the Village network from remote locations.

Chair Baker and Commissioner Ptacek wanted to clarify that the Village of Oak Park will own the data. This makes it FOIA accessible if we own it. Chief Johnson states whatever data the Village of Oak Park downloads could be FOIA available. Flock represenstative Josh Thomas clarified that Village of Oak Park does own the data and it’s stated in the Flock contract.

Interim Chief Johnson then shared a powerpoint presentation that was used to inform Oak Park citizens via the monthly zone meetings.



Meeting Minutes
Civic Information Systems Commission (CISC)
Thursday, May 12, 2022 at 7:05 P.M.
Remote Participation

Commissioner Ptacek was concerned that the use of Flock cameras to pursue catalytic converter thefts was not using the system to pursue violent crime. Commander Kane noted that many times the vehicles used in these thefts are stolen.

Chair Baker says in different communities that the Flock system is used to Home Owners Associations, and that information is only access if there is a filed police report. Would that be something the Village of Oak Park should do? Commander Kane clarified that there has to be a police purpose to go through the data when the audit is being processed.

Manager Jackson noted that more questions would be gladly addressed from CISC post-meeting, but there was a timeline for implementation of the system sometime by end of June. Interim Chief Johnson mentioned that it was likely that not all of the concerns would make it into the final general order, but every attempt would be made to address all the commission's concerns.

Chair Baker states that his personal encounters with OPPD have always been good, and he wants them to have the tools for them to succeed. Commissioner Ptacek reiterated confidence in the OPPD, but was concerned about what other communities who access our Flock data were doing with the data. Interim Chief Johnson mentioned OPPD has ability to restrict other towns from accessing our data if they are not using for OP preferred purposes.

Chair Baker wanted confirmation that license plate data is public information. Flock representative Josh Thomas confirmed that is correct. Interim Chief Johnson clarified that Flock doesn't have access to the Illinois Department of motor vehicles. Car registration is private data but license plate numbers are not.

Chair Baker summarizes the Flock privacy policy, and wants to know if a data breach ever occurs will Oak Park be covered. Flock representative Josh Thomas says that Flock holds an insurance policy that will help cover those breaches. Josh informs that Flock has no external facing IP addresses, so no one can have remote access into the system. All of data is encrypted.

Chair Baker asked Village Manager Jackson what time frame does the Commission have to report back to the Village Board. Village Manager Jackson informed everyone that staff would want to go through all the questions, and the final policy will be provided by staff to the Board. He also mentioned the CISC could provide a report to the Board as well.

Commissioners Newton and Ptacek were concerned about such a tight timeline to have CISC meetings and vet concerns in time before the actual camera deployment in late June. Staff recommended sending concerns their way as soon as possible so they could begin to try to work in any changes in advance of the CPOC meeting. Mgr. Jackson thought this might be efficient to help CPOC answer some questions ahead of time.

Chair Baker suggested to have a special meeting in late May to go over everyone's questions regarding the privacy policies once CISC concerns were vetted by staff.

7) Old Business:



Meeting Minutes
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a) VOP Website Plan and Update:

Chair Baker informed the Commission that Interim Communication Director Erik Jacobsen met with the representative Bill Marshall at Granicus about building out the website. Interim Communications Director Jacobsen mentioned VOP was working with Granicus on a community engagement tool to supplement the other services they provide to the Village. Engagement HQ was the name of the solution. There would be a built-in email service and use of Constant Contact, and it would be attractive to consolidate services with one vendor. Currently the contract with Granicus runs \$32k a year. Consolidation of services and integration of a new website would amount to roughly \$90k. Other options are being explored in the meantime, including a 311 system for public benefit. Final steps would include a cost benefit analysis.

Adjourn

Commissioner Ptacek motioned to Adjourn the meeting. The motion was seconded by Commissioner Wesley. A roll vote was taken and the motion was approved unanimously. Chair Baker adjourned the meeting at 9:05 PM.

NEXT MEETING: Thursday June 9, 2022