Sept. 17, 2009
Video Surveillance Committee
15:00

Attendees:
Scott Baily
Sgt. Hurley
Stan Oakland
Greg Redder
Chris DiCamillo
Tony Flores
Dan Herrick

1. Introductions were completed.

2. Review and Discussion of Committee's Charge from Pat Burns

Committee is charged with assessing the following:

- Current systems already deployed on the campus, including the strengths and limitations of these systems;
- Tony is working on compiling the list of cameras that Facilities knows of or manages.
- Several system already deployed - some IP based cameras, some analog to DVR, some ONSSI, some homegrown.
- In addition Chris and Dan noted they each have systems as well: ENS has a system, CNR has a system.
- Sgt. Hurley noted RBL has a system also.
- Sgt. Hurley indicated there are approximately 400 cameras he works with.
- Systems that have been looked at in the past: Pelco, Axis (used in TRex project, CU campus), ONSSI (CU Health System), Intelix (some deployed at CSU). ONSSI did a presentation for CSU. ONSSI was used at Democratic Convention in Denver. Dedicated Micros has a significant install base on campus. Dedicated Micros does have new software, but it's not backward compatible. The old software requires a log in to each DVR as each DVR has
its own controls and software licensing. Upgrades not feasible across the board because not all DVRs can be flashed to support newer software. Dedicated Micros lacks some granularity in control of access to cameras/DVRs as well.

The manner in which video surveillance systems are currently implemented on campus, including how and where video content is stored, the length of time it is stored, access controls governing who may view the stored content, and the degree to which these systems meet our needs;
- Sgt. Hurley commented on their distinction between surveillance vs. security: some sites such as MRB are security related and must be watched by PD. Most other locations are surveillance such that PD can access the cameras in the event something occurs.

New advances in this technology, including cameras, video encoding technologies, DVR access and control, authentication and authorization mechanisms, and integration and synergies with existing systems such as keyless access
- Sgt. Hurley noted that if a standard is to come out of this committee that the standard be adaptable as the technology, needs, deployments change.

Requirements of CSU Police regarding real-time monitoring (including GUI capabilities), access to stored video content, the length of time video content must be stored, and stored video being admissible as evidence in a court of law
- Sgt. Hurley commented on requirements of CSUPD: Assistant DA indicated there was no requirement. They'd like to be able to play things back via Windows Media Player (WMP) and not via some proprietary file format. Several companies have a selling point that they watermark the file or other features that render it tamperproof or of some special quality. However,
the DA indicated the most helpful thing is really that it supports playback by WMP.

A preferred architecture for video surveillance system, including the appropriate mix of distributed, hybrid and centralized components and approaches
- Scott indicated that all members will need to follow-up on these items.

A preferred product or products that shall be established in CSU's recommended standards for Information Technology, including a recommendation for periodic review of these products in the context of periodic updates to these standards
- The standard will have to be adaptable as times, needs and technology change as noted earlier.
- It was also noted by Stan that a long-term solution may necessitate an RFI followed by an RFP.
- Tony indicated that Facilities standards manuals are being redone at this time and camera information can be updated as well as part of the process.

Staffing implications for implementation of new or expanded systems, to include installation, operations, user support, and management
- ACNS, PD and Facilities will have to address these issues.

Privacy concerns related to where cameras are placed and University constituents' expectations of privacy (involve CSU's office of general Counsel as necessary)
- OGC will have to help us understand these concerns.
- Sgt. Hurley noted that stickers/signs indicate that video cameras are on site at sites CSUPD oversees, such as Hughes and their booking room.

Security concerns related to protecting the integrity of the infrastructure, including physical protection of the cameras, DVRs, and cabling systems, as well as access to the applications and the stored video
Most DVRs that CSUPD has influence over are housed in a closet with keyed access.
- Tony said that cabling he installs is in a metal conduit.

Current, short-term (1-6 months), and longer term (6-24 months) strategies for video surveillance system deployment on campus, including one-time and recurring costs;
- Scott noted that the committee can come up with an immediate plan to address the pressing concerns and then follow-up with a longterm strategy.

Discussion about the charge and whether there were any omissions in the charge:
- There was general consensus that policies be recommended to the IAC to oversee such things as access controls, storage, deployment, use, etc.

3. Given short time line, recommend meeting every other week with e-mail correspondence between meetings
- Scott suggested we meet at least every other week.
- We can set up a mail reflector to serve this purpose.
- Scott will ask Patty to pick a consistent date and time for the meetings.

4. How to partition the work to be done.
- Scott indicated each member needs to take charge of their action items and work to complete them expeditiously.

5. Action Items:
- Dan will provide Tony with number and type of cameras, access controls, management software and any other pertinent info. Dan will send Scott how he's using the cameras and what his and his constituents expectations for having the systems online and available.
- Chris will provide Tony with number and type of cameras, access controls, management software and any other pertinent info. Chris will
send Scott how he's using the cameras and what his and his constituents expectations for having the systems online and available.
  - Tony and Sgt. Hurley will work on assessing what is currently out there and how it is used.
  - Stan will look at independent assessments of state-of-the-art video implementations.
  - Stan will also see if there are any state awards on Video surveillance.
  - Sgt. Hurley will list out CSUPD's needs.
  - Tony/Greg will work on draft of preferred architecture
  - All - Preferred product. We can probably come to agreement on some short-term solution
  - Scott - Staffing considerations - Scott will work with Tony, Joe Volesky, CSUPD
  - Scott will ask Amy Parsons to attend to discuss privacy concerns.
  - Scott will work with Steve Lovaas regarding protected access to infrastructure and other security concerns.
  - Sgt. Hurley - CSUPD can address the physical access
  - Tony will address cabling security.

5. Current Short Term Long term goals
  - Scott - Recommendations to IAC for Policy
  - Scott will work on scheduling regular meetings.
  - Scott will work on Gant chart to schedule timeframe of project.

6. Discussion about subsequent meetings - when and where
  - Scott will work with Patty on scheduling the meetings and locations.
  - At next meeting it was recommended we talk about new buildings pending, existing centrally supported systems and non centrally supported systems and how those might interact in the future.

7. Other topics
  - None noted.

Meeting ended at 16:10