



PUBLIC RECORDS
OFFICE OF THE RECORDS ACCESS OFFICER
Martin J. Walsh, Mayor

September 3, 2019

Kade Crockford
Director
Technology for Liberty Program
ACLU of Massachusetts
kcrockford@aclum.org

Re: August 16, 2019 Public Records Request

Dear Kade:

On August 20 I was provided with a copy of your August 16 request for public records from the Office of Emergency Management. This response applies only to records that exist and are in the custody of the City. See *A Guide to the Massachusetts Public Records Law*, p. 32, n.115. It is expected that a custodian of records must use her superior knowledge of her records with respect to responses to public records requests. 950 CMR 32.04(5). **To be clear, the City of Boston does not utilize any facial recognition services or software.** Please note that your request was sent to OEM@boston.gov; this is an email address that is not ordinarily used to process requests for records. The responsive records relative to Requests 1 and 6 are provided [here](#). There are no other records responsive to this request. Specifically, in your letter you stated:

ACLUM requests the following records created on or after January 1, 2015, unless another time period is otherwise specified:

- 1. Documents relating to OEM purchase, trial, testing, piloting or use of BriefCam's products and services, including but not limited to: purchase orders, RFPs, licensing agreements, invoices, and contracts (including non-disclosure agreements) related to any product or service;*
- 2. All records referencing BriefCam's products and services, including but not limited to emails, text messages, memoranda, and notes;*
- 3. All records referencing or describing privacy or other concerns about the use of BriefCam's products and services, including but not limited to emails, text messages, memoranda, and notes;*
- 4. Any internal policy referencing or pertaining to the use of BriefCam's products and services;*
- 5. All communications between and among employees of the OEM and representatives of BriefCam.*
- 6. Materials relating to how BriefCam's products and services function (or function improperly), including but not limited to user manuals, e-mails, handouts, PowerPoint presentations, advertisements, and specification documents.*

7. *Manuals, policies, procedures, and practices governing the use of BriefCam's products and services, including but not limited to those that govern any related databases, cameras, or information systems.*
8. *Training materials related to BriefCam's products and services.*
9. *Records relating to any mobile application related to BriefCam's products and services.*
10. *All audits, annual reports, and other administrative reports referencing BriefCam's products and services. This request includes but is not limited to all records containing or pertaining to:*
 - a. *Statistics and other reports that reflect how BriefCam's products and services function;*
 - b. *Statistics and other reports that reflect how frequently BriefCam's products and services are used;*
11. *All training materials, including but not limited to PowerPoint presentations, used to train any person in the use of BriefCam's products and services.*
12. *Any document containing any OEM legal analysis or justification for the use of BriefCam's products and services.*

No records were withheld and all fees are waived. You may appeal this response to the Supervisor of Records in the Office of the Secretary of the Commonwealth. G. L. c. 66, § 10A (c); G. L. c. 66, § 10(b)(ix); 950 CMR 32.08; 950 CMR 32.08(1)(h) (in petitioning the Supervisor, the requester shall provide a copy of such petition to the records access officer associated with such petition). You may also appeal to the Superior Court. 950 CMR 32.06(3)(c).

Very truly yours,



Shawn A. Williams, Esq.
Director of Public Records