

SURVEILLANCE TECHNOLOGY IMPACT REPORT

Department or Division:	Athletic Department
Compliance Officer (name and position):	Stanley Vieira/ Director of Athletics
Submitted by:	Stanley Vieira
Date:	4/1/2025
Surveillance Technology:	Hudl Focus Camera

X	Please identify the purpose(s) of the proposed surveillance technology. Select ALL that apply by entering "X" in the left column.
	Identifying and preventing threats to persons and property and preventing injury to persons or significant damage to property
	Identifying, apprehending, and prosecuting criminal offenders
	Gathering evidence of violations of any law in criminal, civil, and administrative proceedings
	Providing information to emergency personnel
	Documenting and improving performance of City employees
	Executing financial transactions between the City and any individual engaged in a financial transaction with the City
	Preventing waste, fraud, and abuse of City resources
	Maintaining the safety and security of City employees, students, customers, and City-owned or controlled buildings and property
	Enforcing obligations to the City
	Operating vehicles for City business
	Analyzing and managing service delivery
	Communicating among City employees, with citizens, or with third parties
	Surveying and gathering feedback from constituents
X	<p>Other (Describe): To video and break down game statistics and practices for SHS Boys and Girls Basketball and Volleyball teams with the potential of also doing this for our outdoor sports teams, Soccer, Track and Lacrosse in the future.</p> <p>If the surveillance technology is used for a purpose not listed above, does the purpose comply with the surveillance use policy? <u> X </u> Yes <u> </u> No</p>

Complete ALL of the following items related to the proposed surveillance technology. Be as specific as possible. If an item is not applicable, enter "N/A." Do NOT leave fields blank.

1. Information describing the surveillance technology and how it works:

A Hudl camera is a smart camera that records sports games and practices. Hudl cameras can automatically follow the action, capture multiple angles, and upload video to a Hudl library.

Features

Auto-tracking: The camera automatically follows the action on the field

Multiple lenses: The camera uses multiple lenses to capture the entire playing surface

HD video: The camera can capture video in 1080p quality

Automatic upload: The camera automatically uploads video to a Hudl library

Livestreaming: The camera can be used to livestream games

a. Authorized use – the uses that are authorized, the rules and processes required before that use, and the uses that are prohibited (10.64.b.2):

This smart camera will be used to record boys' and girls' athletic practices and games in order for coaches to break down game and practice footage and statistics.

This information will only be shared with the SHS coaching staff and Hudl. There is no internet connection with Hudl, so nothing will be shared and everything will remain on the Hudl server.

The only time the camera will be on is during practices and games. The SHS Coaches will turn on camera before practices and games and shut the cameras off immediately at the end of practices and games. Camera will be shut off at all other times.

Students will be given a Hudl account in order to have access to practice or game footage. Students will only have viewing privileges and the SHS Coaches will have administrative privilege.

<p>b. Training – the training, if any, required for any individual authorized to use the surveillance technology or to access information collected by the surveillance technology, including whether there are training materials (10.64.b.9):</p>
<p>Hudl will provide all training necessary for all of our SHS Coaches.</p> <p>All information/ data will only be stored on the Hudl servers and not with Somerville. Access will only be given to the SHS Coaches and is password protected and each coach needs to go through a 2-step authentication process in order to log into account. Hudl will not share any of our information.</p> <p>https://www.hudl.com/products/focus/faq/fixed</p> <p>https://support.hudl.com/s/article/privacy-regulations-focus-indoor?topic=FAQ&language=en_US</p>
<p>2. Information on the proposed purpose(s) for the surveillance technology (10.64.b.1):</p>
<p>The technology will only be used for team game and practice breakdown by SHS Coaches.</p>
<p>3. Information describing the kind of surveillance the surveillance technology is going to conduct and what surveillance data is going to be gathered (10.64.b.3):</p>
<p>The technology will only video games and practices with no audio involved.</p>
<p>a. Data access – the individuals who can access or use the collected surveillance data, and the rules and processes required before access or use of the information (10.64.b.4):</p>
<p>The only individuals that will have access to the videos are SHS Coaches and Hudl.</p>
<p>b. Data protection – the safeguards that protect information from unauthorized access, including, but not limited to, encryption, access-control, and access-oversight mechanisms; (10.64.b.5)</p>
<p>All video collection will stay on the Hudl servers and will be password protected with 2-step authentication process in order to log in into account.</p>
<p>c. Data retention – the time period, if any, for which information collected by the surveillance technology will be routinely retained, the reason that retention period is appropriate to further the purpose(s), the</p>

process by which the information is regularly deleted after that period has elapsed, and the conditions that must be met to retain information beyond that period (10.64.b.6):
All video retention will stay with on Hudl servers only for 4 years and information will not be shared. We do have a data privacy agreement with Hudl.
d. Public access – if and how collected surveillance data can be accessed by members of the public, including criminal defendants (10.64.b.7):
This will not have any public access.
e. Third-party data-sharing – if and how other city or non-city entities can access or use the surveillance data, including any required justification and legal standard necessary to do so, and any obligation(s) imposed on the recipient of the surveillance data (10.64.b.8):
N/A
4. The location(s) it may be deployed and when:
<p>The Hudl cameras will be mounted in the SHS Gymnasium above the main scoreboard and another camera will potentially be located at Dilboy Stadium for all of our outdoor sports. The addresses are below.</p> <p>SHS- 81 Highland Avenue, Somerville, MA 02143</p> <p>Dilboy Stadium- 110 Alewife Brook Pkwy, Somerville, MA 02144</p>
5. A description of the privacy and anonymity rights affected and a mitigation plan describing how the department's use of the equipment will be regulated to protect privacy, anonymity, and limit the risk of potential abuse:
All videos/data will only live with Hudl.
6. The potential impact(s) on privacy in the city; the potential impact on the civil rights and liberties of any individuals, communities or groups, including, but not limited to, communities of color or other marginalized communities in the city, and a description of whether there is a plan to address the impact(s):
None.
7. An estimate of the fiscal costs for the surveillance technology, including initial purchase, personnel and other

ongoing costs, and any current or potential sources of funding:
Paid through the SHS Athletic Budget for a yearly cost of \$9200.
8. An explanation of how the surveillance use policy will apply to this surveillance technology and, if it is not applicable, a technology-specific surveillance use policy:
The City of Somerville surveillance policy will be followed.
a. Oversight – the mechanisms to ensure that the surveillance use policy is followed, including, but not limited to, identifying personnel assigned to ensure compliance with the policy, internal record keeping of the use of the technology or access to information collected by the surveillance technology, technical measures to monitor for misuse, any independent person or entity with oversight authority, and the sanctions for violations of the policy (10.64.b.10):
All videos/data will be stored with Hudl and only our SHS Coaches will have access.