

San José Digital Privacy Advisory Taskforce Meeting Minutes

Wednesday, October 9, 2019

2:00-3:30pm

San Jose City Hall

Floor 16 Room T-1654

Participants

1. Roxana Marachi, San José Silicon Valley NAACP
2. Irina Raicu, Director, Internet Ethics, Markkula Center for Applied Ethics, Santa Clara University
3. Victor Sin, Chair of the Santa Clara Valley Chapter, ACLU of Northern California
4. Keshav Gupta, Smart City IoT Leader, City of San José
5. Rob Lloyd, Chief Information Officer, City of San José
6. Marcelo Peredo, Chief Information Security Officer, City of San José
7. Sarah Zárate, Assistant to the City Manager, City of San José

Outcomes

1. The Taskforce received an update on recent September 5 Smart Cities and Service Improvements Committee and September 17 City Council Meetings.
2. The Taskforce was briefed on the recent approval of the City's Digital Privacy Principles on September 17.
3. The Taskforce provided feedback on the City's Privacy Policy Approach and Workplan for FY 2019-2020 as presented to the Smart Cities and Service Improvements Committee on September 5.
4. Discussion of next steps.
 - a. Taskforce members will share example(s) of an entity that operationalizes a privacy policy framework well for discussion at the next meeting.
 - b. Taskforce members will share example(s) of a successful model of generating community input for discussion at the next meeting.
 - c. City staff will further clarify the role, function, and official responsibilities of the Taskforce for discussion at the next meeting.

Action Minutes

- I. **Introductions**
 - a. Rob Lloyd, Chief Information Officer, City of San José, provided opening remarks and introduced taskforce members to Sarah Zárate of the City Manager's Office.
- II. **General Updates**
 - a. Taskforce members in attendance initiated a discussion about which city departments would be governed by the City's Digital Privacy Policy and how.
 - b. Taskforce members and City staff agreed that new technologies should first be introduced into the community through small-scale pilots and iterative roll-outs.
- III. **Recap of recent Smart Cities Committee and City Council Meetings**

- a. City staff discussed and clarified the process through which the Privacy Principles were approved at 9/17/19 City Council meeting.
- b. Taskforce members noted that the principles were approved by the City Council with the Taskforce's input from individual members but with no formal group recommendation or vote.

IV. Review of Approach for Privacy Policy Development

- a. The Taskforce was asked how the City's proposed approach to privacy policy development drawing from local, national, and international privacy frameworks developed by the City of Seattle, the National Institute of Standards and Technology (NIST), and the European Union's General Data Protection Regulation (GDPR). The feedback was received through an open discussion of these governance models.
- b. Taskforce members recommend that multiple partners and people working along the value chain, such as machine learning experts and tech companies contracting with the City, should be included in the development of the City's Privacy Policy. Members also recommend the City focus on the 10% of use cases that don't fit in well with general policy frameworks.
- c. Taskforce members supported the City's proposed Privacy Policy Approach and Workplan for FY 2019-2020.

V. Open Discussion

VI. Close & Adjourn

- a. Next Digital Privacy Advisory Taskforce meeting will be scheduled for next quarter.

The Taskforce meeting adjourned at 3:35pm.

Documents for Review

1. City of San José Digital Privacy Principles (publicly available on the City's website).
2. City of San José Privacy Policy Workplan for FY 2019-2020.
3. Slide deck presentation.