

# Santa Clara County Office of the Sheriff

## Surveillance Use Policy for Court Security and Safety Surveillance Equipment

### 1. Purpose

Court Security and Safety Surveillance Equipment includes:

- Ceia PMD2 Plus walk-through metal detectors;
- Garrett Super Wand hand held metal detectors;
- Astrophysics 6545 and Laurus Rapiscan 515 x-ray scanners.

The equipment shall be used to prevent contraband, weapons, and potential weapons from entering the secured area of a Court Facility by providing non-invasive detection of items that are of safety and security concern. A search warrant is not required to utilize this equipment.

Ceia PMD2 Plus walk-through metal detectors shall be utilized by having visitors walk through the free standing detector to screen for contraband, weapons, and potential weapons and to prevent these items from entering the courthouse.

Garrett Super Wand hand held metal detectors shall be utilized to pinpoint items that have triggered the walk-through metal detectors.

Astrophysics 6545 and Laurus Rapiscan 515 x-ray scanners shall be utilized by placing bags, boxes, and various items onto a conveyor belt, which pass through an x-ray machine. The x-ray scanners shall not be used to scan people or animals. A live image shall be viewed by a Sheriff's Technician or by assigned Sheriff's personnel to detect contraband, weapons, and potential weapons and to prevent these items from entering the courthouse. Contraband is defined as any item prohibited from entering the courthouse facility.

### 2. Authorized and Prohibited Uses

Court Security and Safety Surveillance Equipment shall only be used by Sheriff's court security staff to provide safety and security to members of the public conducting business at secured court facilities in the county. The person and personal belongings of individuals entering a court facility may be checked for weapons, potential weapons, or contraband (all items not allowed into the Court facility).

The equipment may be used to inspect individuals and items, including but not limited to:

- Their person (but x-ray scanners shall not be used to scan people or animals);
- Backpacks/ Briefcases/ Purses/ Bags;
- Jackets/Clothing;
- Packages/Boxes.

Court Security and Safety Surveillance Equipment does not and shall not produce nude images of persons being scanned.

Court Security and Safety Equipment shall not be used for personal or non-law-enforcement or non-security purposes.

### **3. Data Collection**

The following data may be obtained by Court Security and Safety Surveillance Equipment:

- X-ray images.
- Audible alarms and/or visible light by “walk-through” or “wand” metal detectors to bring attention to potential contraband, weapons, or potential weapons.

This equipment shall be utilized in real time and shall not record data.

### **4. Data Access**

- Access to live data shall be limited to court security staff comprised of the following:
  - Court Technicians assigned to operate the equipment;
  - Sheriff’s personnel responsible for security at the court facility;
  - Court Administration when auditing or observing security operations;
  - Investigations or Enforcement staff when related to a suspected criminal violation;
  - Sheriff’s Internal Affairs Staff, Supervisors, or Administrators when related to a suspected policy violation or suspected Administrative violation.
- Individuals in the vicinity of metal detector technology may hear the sounds or see the lights from the metal detector equipment.

### **5. Data Protection**

This equipment shall be used in real time and shall not retain data. A password shall be required to log into the computerized x-ray machines.

### **6. Data Retention**

This equipment shall not retain data.

### **7. Public Access**

Data from the Court Security and Safety Surveillance Equipment listed in this surveillance policy shall not be recorded or retained, and therefore shall not be available to the public. Members of the public who are in the vicinity of metal detector technology may hear the sounds or see the lights from the equipment.

**8. Third-Party Data-Sharing**

Data shall not be recorded from the Court Security and Safety Surveillance Equipment listed in this surveillance policy. Results may be shared with Court personnel, investigating officer(s), and the District Attorney's Office when such equipment brings discovery of contraband or weapons to light. The District Attorney's Office may share results with the Public Defender's Office or criminal defense attorney(s) in accordance with applicable California discovery law.

**9. Training**

Training for the operation of the Court Security and Safety Surveillance Equipment shall be provided by Sheriff's Office personnel.

**10. Oversight**

The Court Division Commander shall oversee the operation of the Court Security and Safety Surveillance Equipment, as well as compliance with this Surveillance Use Policy.

Approved as to Form and Legality

  
Rob Coelho  
Office of the County Counsel