Committee on Information Technology

Office of the City Administrator

San Francisco City Hall, 1 Dr. Carlton B. Goodlett Place, Suite 352

Draft Minutes
Budget and Performance Subcommittee Meeting

Friday, February 27, 2026
9:00 am – 12:00 pm
City Hall Room 305, WebEx Online Event

Members
Katie Petrucione – Chair, Deputy City Administrator, City Administrator's Office
Mike Cotter – Director of Finance and Administration, Department of Human Resources
Cyd Harrell – Chief Digital Services Officer, City Administrator's Office
Simone Jacques – Deputy Assessor, Assessor Recorder
Soumya Kalra – Chief Data Officer, DataSF
Keith Kawas – Enterprise Application Director, Department of Technology
Edward McCaffrey – Director, Committee on Information Technology
Paul Merlin – Cloud Manager, Department of Technology
Ramsey Williams – Chief Information Security Officer, Public Utilities Commission
Tiffany Young – Analyst, Mayor's Office
Chia Yu Ma – Deputy Controller, Controller's Office

1. **Call to Order by Chair**

   Eddie McCaffrey called the meeting to order at 9:03 AM. Damon Daniels provided instruction on how to give public comment and conducted roll call.

2. **Roll call**

   <u>Present</u>
   Digital Services
   Assessor Recorder
   DataSF
   Department of Technology, Enterprise Application
   Committee on Information Technology
   Department of Technology, Cloud
   Public Utilities Commission
   Mayor's Office
   Controller's Office

<u>Absent</u>
City Administrator's Office, Chair
Department of Human Resources

<u>COIT Staff</u>
Damon Daniels – Technology Portfolio Manager, Committee on Information Technology
Danny Thomas Vang – Policy Analyst, Committee on Information Technology
Julia Chrusciel – Privacy Analyst, Committee on Information Technology

3. General Public Comment

There was no public comment.

4. Department Updates & Announcements (Discussion Item)

There was no public comment.

5. Approval of the Meeting Minutes from February 20, 2026 (Action Item)

There was no public comment.

Public Utilities Commission made a motion to approve the minutes.
Controller's Office seconded the motion.

The motion was approved by the following members.

Digital Services
DataSF
Department of Technology, Enterprise Application
Committee on Information Technology
Department of Technology, Cloud
Public Utilities Commission
Mayor's Office
Controller's Office

The Office of the Assessor Recorder abstained.
There were no votes in opposition.

6. FY2026-28 Technology Project Proposals Presentations (Discussion Item)

Department of Public Health (DPH)
Presenter(s): Elizabeth Kreuger
Project: eCMS Implementation
Overview: Subcommittee members asked about engagement with the Office of Contract Administration, whether the system was limited to the public health context, whether alternative City contracting solutions were evaluated, and anticipated time savings. The Department of Public Health clarified that it collaborated on contract templates and terms and conditions; that the system is contract-specific, not discipline-specific; that an exploratory assessment was conducted post-COVID and no contract lifecycle management system was in place as of a year ago; and that the proposed system is expected to eliminate significant process inefficiencies.

Department of Technology (TIS)
Presenter(s): Paul Merlin
Project: Cloud 2030
Overview: Subcommittee members asked whether the proposed project management allocation would be sufficient to meet projected timelines, how COIT-funded positions are incorporated into the rate model, and whether departments would be required to establish interdepartmental service agreements. The Department of Technology clarified that additional support comes from a business analyst and professional services, that COIT-funded positions are reflected as a separate line item in the budget, and that it is highly unlikely that additional funding will be requested from COIT and confirmed that all project costs should be fully funded through FY29.

Department of Technology (TIS)
Presenter(s): Jane Gong
Project: Emerging Technologies Update
Overview: Subcommittee members asked about the respective responsibilities for experimentation and deployment of departmental projects. The Department of Technology will lead the development of the necessary infrastructure and provide support through coaching and evaluation.

Department of Technology (TIS)
Presenter(s): Chinna Subramaniam
Project: Complying with California Law AB1637 for sf.gov Migration
Overview: Subcommittee members asked about the anticipated benefits of migrating to a .gov domain, the potential effects of not funding the project, how the cost scenario might change if out-of-scope departments choose to participate, and the financial and operational commitments required from departments. The Department of Technology clarified that transitioning to a .gov domain offers significant value in terms of branding, credibility, and public trust. The project would need to be paused without additional funding, the cost scenario would not change if out-of-scope departments opt in because those departments are managing separate discussions, and departments would need to dedicate staff time to support testing and validation in the new environment.

<u>Department of Technology (TIS)</u>
Presenter(s): Chinna Subramaniam
Project: Reducing Life Safety Risk for City Offices
Overview: Subcommittee members asked about the level of demand from departments for this service, its anticipated impact on staff, and the project's projected end state. The Department of Technology clarified that the proposed solution was developed in response to a recent incident in which members of the public gained unauthorized access to City Hall and that the initial implementation is expected to benefit approximately 9000 employees. Integrating an identity governance platform with external badging systems will enable faster response times and strengthen overall access control.

<u>Department of Technology (TIS)</u>
Presenter(s): Gene Villaflores
Project: Increase City Data Center Resiliency
Overview: Subcommittee members asked about the relationship between this project and Cloud 2030, and whether it would impact the setup at Rancho. The Department of Technology clarified that the data center serves as the primary location for core infrastructure, and that a secondary site outside of DT is necessary to ensure continuity of operations in the event of an incident.

There was no public comment.

7. **Adjournment**

The meeting adjourned at 11:30 AM.