



Committee on Information Technology
Office of the City Administrator
1 South Van Ness, 2nd Floor, San Francisco, CA 94103

Draft Minutes

Committee on Information Technology Meeting
City Hall, Room 305

Thursday, April 16, 2026
10:00 am – 12:00 pm
City Hall 305, WebEx Online Event

Members

Carmen Chu, City Administrator, Chair
Mike Makstman, Chief Information Officer, Executive Director, Department of Technology
Nathan Sinclair, Chief Information Security Officer, Department of Technology
Sophia Kittler, Director, Mayor's Office
Rafael Mandelman, President, Board of Supervisors
Angela Calvillo, Clerk, Board of Supervisors
Greg Wagner, Controller, Office of the Controller
Carol Isen, Director, Department of Human Resources
Daniel Tsai, Director, Department of Public Health
Dennis Herrera, General Manager, Public Utilities Commission
Michael Lambert, City Librarian, Public Library
Mary Ellen Carroll, Director, Department of Emergency Management
Mike Nakornkhet, Director, San Francisco International Airport
Julie Kirschbaum, Director, Municipal Transportation Agency
Trent Rhorer, Executive Director, Human Services Agency
Mawuli Tugbenyoh, Executive Director, Agency for Human Rights
Mariam Abdel Malek, Public Member
Eric Diiulio, Public Member

1. Call to Order by Chair

Katie Petrucione called the meeting to order at 10:01 AM. Edward McCaffrey provided instruction on how to give public comment and conducted the roll call.

2. Roll Call

Present

Office of the City Administrator
Mayor's Office
President, Board of Supervisors
Clerk, Board of Supervisors
City Chief Information Officer, Department of Technology

Chief Information Security Officer, Department of Technology
Controller's Office
Department of Human Resources
Human Services Agency
Department of Public Health
Public Utilities Commission
Public Library
Department of Emergency Management
San Francisco International Airport
Municipal Transportation Agency
Agency for Human Rights

Absent

Mariam Abdel Malek, Public Member
Eric Diiulio, Public Member

COIT Staff

Edward McCaffrey – Director, 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. Approval of the Meeting Minutes from February 19, 2026 (Action Item)

There was no public comment.

Chief Information Security Officer made a motion to approve the minutes.
Public Utilities Commission seconded the motion.

The motion was approved by the following members.

Office of the City Administrator
Mayor's Office
President, Board of Supervisors
Clerk, Board of Supervisors
City Chief Information Officer, Department of Technology
Chief Information Security Officer, Department of Technology
Controller's Office
Department of Human Resources
Human Services Agency
Department of Public Health
Public Utilities Commission
Public Library
Department of Emergency Management
San Francisco International Airport
Municipal Transportation Agency
Agency for Human Rights

5. Chair Update (Discussion Item)

Katie Petrucione informed committee members that COIT staff will be issuing a mid-cycle update to the ICT Plan to reflect recent efforts by the City Administrator's Office to adopt a more strategic approach to technology. The updated plan will be shared in the coming weeks, and COIT staff will distribute it to all stakeholders.

There was no public comment.

6. Chief Information Officer Update

Mike Makstman informed committee members that the Oracle contract extension has been approved by the Board of Supervisors, negotiations with Palo Alto Networks are ongoing, and the Microsoft contract is set to expire in September. Regarding artificial intelligence, the Department of Technology is developing scalable core infrastructure, establishing an AI Champions Program, and hosting monthly "Food for Thought" sessions for staff.

Committee members inquired whether the Oracle and Microsoft contracts include AI-related provisions to ensure the security of city data, where the AI infrastructure will be hosted, and what types of staff should be nominated for the AI Champions Program. DT confirmed that existing contracts already include data protection language and that they have coordinated with the City Attorney's Office on AI-related considerations. They also clarified that the AI infrastructure will be hosted both in-house and in the cloud, and recommended that AI Champions include a mix of technical, business, and program staff.

The Ethics Commission expressed interest in the knowledge management system mentioned by DT.

7. Update on Technology Stack Initiative (Discussion Item)

Zoya Khan and Eddie McCaffrey provided an overview of the Technology Stack Initiative, which will establish a clear, shared view of the technologies the City uses today and defines standards for how the City acquires, builds, and maintains technology products and public-facing services going forward.

Committee members asked whether the intended end state would require departments to obtain approval from a governing body for technologies not currently in the stack, whether this approach could expedite procurement processes, concerns about the accelerated timeline, and whether the costs of migration could outweigh the potential benefits. The chair noted that a governance body may be established to review future technology purchases and that potential outcomes could include the development of more enterprise-wide agreements.

8. Review and Approve Technology Projects and Funding Recommendations for FY 2026-2027 and FY 2027-2028 (Action Item)

Eddie McCaffrey presented an overview of the technology project submissions, approvals, and funding recommendations from the Budget and Performance Subcommittee.

Committee members recognized the continued maturation of the governance process over time and emphasized the importance of strengthening alignment between budget recommendations and the Citywide Tech Stack. COIT staff committed to maintaining ongoing engagement with departments throughout the year.

City Chief Information Officer made a motion to approve the technology projects and funding recommendations.

Human Services Agency seconded the motion.

The motion was approved by the following members.

Office of the City Administrator
Mayor's Office
President, Board of Supervisors
Clerk, Board of Supervisors
City Chief Information Officer, Department of Technology
Chief Information Security Officer, Department of Technology
Controller's Office
Department of Human Resources
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9. Adjournment

The meeting adjourned at 11:11 AM.