



# Committee on Information Technology

## Office of the City Administrator

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

### **Draft Minutes**

#### Committee on Information Technology Meeting

**Thursday, January 16, 2025**

10:00 am – 12:00 pm

City Hall 305, WebEx Online Event

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#### **Members**

Carmen Chu, City Administrator, Chair

Mike Makstman, City Chief Information Officer, Executive Director, Department of Technology

Nathan Sinclair, Acting Chief Information Security Officer, Department of Technology

Sophia Kittler, Director, Mayor's Budget Office

Rafael Mandelman, President, Board of Supervisors

Angela Calvillo, Clerk, Board of Supervisors

Greg Wagner, Controller, Controller's Office

Carol Isen, Director, Department of Human Resources

Dr. Grant Colfax, 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

Ivar Satero, Director, San Francisco International Airport

Jeffrey Tumlin, Director, Municipal Transportation Agency

Trent Rhorer, Executive Director, Human Services Agency

Mawuli Tugbenyoh, Acting Executive Director, Human Rights Commission

Mariam Abdel-Malek, Public Member

Eric Diuilio, Public Member

#### **1. Call to Order by Chair**

Katharine Petrucione called the meeting to order at 10:01 am.

#### **2. Roll call**

Katharine Petrucione, Deputy City Administrator, Chair

Mike Makstman, City Chief Information Officer, Executive Director, Department of Technology

Nathan Sinclair, Acting Chief Information Security Officer, Department of Technology

Daniel Cawley for Sophia Kittler, Mayor's Budget Office

Henry DeRuff for Rafael Mandelman, President of the Board of Supervisors

Edward de Asis for Angela Calvillo, Clerk of the Board of Supervisors

ChiaYu Ma for Greg Wagner, Controller

Kate Howard for Carol Isen, Department of Human Resources

Eric Raffin for Dr. Grant Colfax, Department of Public Health

Jennifer Hopkins for Dennis Herrera, Public Utilities Commission

Maureen Singleton for Michael Lambert, City Librarian, Public Library

Michelle Geddes for Mary Ellen Carroll, Director, Department of Emergency Management

Ray Ricardo for Ivar Satero, San Francisco International Airport

Lisa Walton for Jeffrey Tumlin, Municipal Transportation Agency

Natalie Toledo for Trent Rhorer, Human Services Agency

Amelia Martinez-Bankhead for Mawuli Tugbenyoh, Human Rights Commission

Mariam Abdel-Malek, Public Member

Eric Diuilio , Public Member

COIT Staff

Julia Chrusciel

Damon Daniels

### **3. General Public Comment**

Public comment was given by Michael Adams.

### **4. Approval of the Meeting Minutes from November 21, 2024 (Action Item)**

The minutes of November 21, 2024, were approved without changes.

Kate Howard made a motion to approve and Eric Raffin seconded. Amelia Martinez-Bankhead and Mariam Abdel-Malek voted to abstain and all other members voted to approve.

### **5. Review and Approval of the Domain Registration and Management Policy (Action Item)**

Cyd Harrell and Rebekah Otto of the Digital and Data Services Department presented on the domain policy. After the presentation, Mike Makstman mentioned that a couple of sentences regarding exemptions for departments with special status and/or unique circumstances and that any motion to approve would include that small edit to the circulated policy document.

ChiaYu Ma made a motion to approve and Nate Sinclair seconded. All members voted to approve unanimously, pending the discussed changes.

### **6. Review 5-Year ICT Plan Draft (Discussion Item)**

Damon Daniels presented on the upcoming ICT plan.

Kate Howard asked about the previous CAD projects and then how that correlated with other emergent projects that didn't receive funding because of CAD and radio replacement projects. Mike Makstman added that AI, disaster recovery and data sharing could be part of this in the future and Damon Daniels added that AI and disaster recovery would be supported with annual funding. Lisa Walton and ChiaYu Ma discussed external grant funding as a possible model for how to fund certain projects. Kate Howard asked if the funding plan in the proposal was consistent with the five-year general plan and this was confirmed by Katie Petrucione to be correct.

### **7. Chair Update**

Katie Petrucione announced that Edward McCaffrey has joined COIT as its Director. She also discussed that both the ICT plan is being developed and that the Budget and Performance Meeting series would resume on January 31, 2025.

## **8. CIO Update**

Jane Gong of the Department of Technology presented an update on AI and emerging technology work at the Department of Technology, including the passage of an AI law in San Francisco.

Mike Makstman added that drones have played a large role in firefighting, damage assessment and rescue efforts during the ongoing Los Angeles fires. He further emphasized that drones are slated to be used for many commercial applications in the near future, such as package delivery, and that personal use of drones needs to not conflict with public needs (such as when planes are being used for emergency efforts like in the Los Angeles fires).

## **9. Adjournment**

The meeting adjourned at 11:07 am.