Draft Minutes
Committee on Information Technology Meeting

Thursday, November 17, 2022
10:00 am – 12:00 pm
Webex Online Event

Members
Carmen Chu, City Administrator, Chair
Linda Gerull, Chief Information Officer, Department of Technology
Anna Duning, Budget Director, Mayor's Office
Shamann Walton, President, Board of Supervisors
Ben Rosenfield, Controller
Carol Isen, Director, Department of Human Resources
Grant Colfax, Director, Department of Public Health
Dennis Herrera, General Manager, Public Utilities Commission
Michael Lambert, City Librarian, Public Library
Michael Makstman, Chief Information Security Officer
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
Sheryl Davis, Executive Director, Human Rights Commission
Angela Calvillo, Clerk, Board of Supervisors
Charles Belle, Public Member

1. **Call to Order by Chair**

   Katharine Petrucione called the meeting to order at 10:03 AM. Jillian Johnson provided instruction on how to give public comment, and conducted the roll call.

2. **Roll Call**

   <u>Members Present</u>
   Katharine Petrucione for Carmen Chu, City Administrator, Chair
   Michael Makstman for Linda Gerull, Chief Information Officer, Department of Technology
   Mathew Larson, Strategist, Mayor's Office
   Natalie Gee for Shamann Walton, President, Board of Supervisors
   Todd Rydstrom for Ben Rosenfield, Controller
   Mike Cotter for Carol Isen, Director, Department of Human Resources
   Eric Raffin for Dr. Grant Colfax, Director, Department of Public Health

Jennifer Hopkins for Dennis Herrera, General Manager, Public Utilities Commission
Michael Lambert, City Librarian, Public Library
Michelle Geddes for Mary Ellen Carroll, Director, Department of Emergency Management
Rene Leedeman for Ivar Satero, Director, San Francisco International Airport
Lisa Walton for Jeffrey Tumlin, Director, Municipal Transportation Agency
Natalie Toledo for Trent Rhorer, Executive Director, Human Services Agency
Angela Calvillo, Clerk, Board of Supervisors
Charles Belle, Public Member (Logged Off at 10:28 AM)

Absent (Michael Makstman, Acting CIO), Chief Information Security Officer, Department of Technology

COIT Staff
Jillian Johnson
Julia Chrusciel
Danny Thomas Vang
Neil Dandavati

Guests

Cyd Harrell	Michael Bahler	Guy Clarke
Cynthia Ngo	Michael Solomon	Annie Chung
Georg Wolfl	Ramsey Williams	Eric Pawlowsky
Grace Ybanez	Rand Miyashiro	Jack Wood
Kate Van Horne	Rohit Gupta	Theresa Kao
Katherine Cooley	Wayne Li	
Mehran Entezari	Will Goldberg	
Dale Riley		

3. **General Public Comment**

There was no public comment.

4. **Approval of the Consent Agenda (Action Item)**
   4.1   Resolution Making Findings to Allow Teleconferenced Meetings under California Government Code Section 54953(e)
   4.2   Approval of Meeting Minutes from October 20, 2022

   There was no public comment.
   The resolution and minutes of October 20, 2022 were approved unanimously.

5. **Surveillance Technology Policy: Airport - Location Management System - Application Based Commercial Transport (Action Item)**

Guy Clarke and Annie Chung presented their Application Based Commercial Transport Surveillance Technology Policy and Surveillance Impact Report for review.
There was no public comment.

Michael Makstman initiated a motion, Michael Lambert seconded.
The motion passed unanimously.

6. **Surveillance Technology Policy - Recreation and Parks Department - Non-Security Cameras - People Counting System - (Action Item)**

Eric Pawlowsky presented their People-Counting System Surveillance Technology Policy and Surveillance Impact Report for review.

There was no public comment.

Michael Lambert initiated a motion, Jennifer Hopkins seconded.
The motion passed unanimously.

7. **Update on the 5-Year Information Communication Technology (ICT) Plan**

Jillian Johnson presented an update on the 5-Year ICT Plan development process, including the results of a survey of City Departments and a draft of revised ICT strategic goals for discussion by the Committee.

Angela Calvillo suggested that there be consideration on the capacity level of departments to run a new system (time and resources).
There was no public comment.

8. **Overview of the FY 2023-2025 COIT Budget Process**

Jillian Johnson presented an overview of the COIT budget process for FY2023-2025 for discussion by the Committee.

There was no public comment.

9. **Chair Update**

The chair had no updates.
There was no public comment.

10. **CIO Update**

Michael Makstman announced that San Francisco was in the top five in the Digital Cities Survey, and provided a highlights overview of Cyber Security Month. Jack Wood briefly covered their project focused on replacing systems over the last fourteen years, and Theresa Kao presented on the new budget system.

Angela Calvillo noted that a major complaint was that staff could not do a year-to-year budget comparison, and asked if the new system would allow users to go back several years.
There was no public comment.

11. **Adjournment**

The meeting adjourned at 11:12 AM.