



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 20, 2026

9:00 am – 12:00 pm

1 South Van Ness – 2nd Floor, 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

Katie Petrucione called the meeting to order at 9:05 AM. Damon Daniels provided instruction on how to give public comment and conducted roll call.

2. Roll call

Present

City Administrator’s Office, Chair
Department of Human Resources
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

Absent

Assessor Recorder

COIT Staff

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)

Katie Petrucione reminded subcommittee members that all remaining B&P meetings will be held at City Hall, Room 305, from February 27 through April 10.

There was no public comment.

5. Approval of the Meeting Minutes from February 13, 2026 (Action Item)

There was no public comment.

Public Utilities Commission made a motion to approve the minutes.

DataSF seconded the motion.

The motion was approved by the following members. There were no votes in opposition.

City Administrator’s Office, Chair

Department of Human Resources

Digital Services

DataSF

Department of Technology, Enterprise Application

Department of Technology, Cloud

Public Utilities Commission

Mayor’s Office

Controller’s Office

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

Juvenile Probation (JUV)

Presenter(s): Veronica Martinez, Ling Gao, Bobson Lam

Project: Storage Area Network and Server Infrastructure Upgrade Project

Overview: Subcommittee members inquired about the role of the servers in supporting the department’s operations, whether the department is satisfied with its current case management system, which data may be suitable for cloud storage versus what must remain

on-premises, and whether the team has consulted with the Department of Technology regarding practices adopted by other departments. JUV clarified that the servers support its case management system and shared network folders across divisions. The current system vendor plans to phase out the platform within the next two years, presenting an opportunity to evaluate alternative solutions. JUV also noted that approval from the Department of Justice is required before migrating any data to the cloud. The Department of Technology and the Department of Human Resources offered to connect with JUV to share lessons learned from JUSTIS and DOJ-related engagements.

Juvenile Probation (JUV)

Presenter(s): Veronica Martinez, Ling Gao, Bobson Lam

Project: JJC Surveillance, Central Control and Camera Project Upgrades

Overview: Subcommittee members asked whether cameras are already installed in public areas, whether data exists to demonstrate the need for cameras, and when accurate cost estimates will be available. JUV clarified that while the courts operate their own camera system, there are currently no cameras in the secured facilities. The project is expected to strengthen investigative capabilities and reduce overtime expenditures. The Mayor's Office recommended compiling estimates on potential overtime savings that could result from the project. JUV is coordinating with the Department of Public Works to obtain updated cost estimates and anticipates a smoother procurement process by collaborating with the Department of Technology on the camera purchase.

Department of Technology (TIS)

Presenter(s): Emmanuel Balana, Mike Lat

Project: Voice Over IP (VOIP)

Overview: Subcommittee members inquired about the key barriers that have slowed project progress, opportunities for parallel workstreams to accelerate deployment, the level of confidence in completing the project by the end of 2026, and plans for operationalization. DT explained that progress was impacted by the loss of telecommunications staff with specialized expertise, COVID-related restrictions that limited in-person departmental engagement, and delays stemming from varying levels of department responsiveness. The team expressed confidence in completing the project by the end of the year, and have created a framework that incorporates parallel workstreams to better align with departmental timelines and support more efficient deployment. Additionally, DT has communicated to departments that they will need to use their own funds to procure necessary support, as the current contract will not be renewed. The team is currently conducting an analysis to assess the requirements for long-term self-sufficiency, including an evaluation of physical and soft phone usage to determine whether all staff require said equipment.

There was no public comment.

7. Adjournment

The meeting adjourned at 10:30 AM.