



# 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  
City and County of San Francisco

Friday, March 7, 2025

10:00 am – 12:00 pm

City Hall, Room 305 and Webex Online Event

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### **Members**

Katie Petrucione – Chair, City Administrator/CFO, City Administrator's Office

Jason Blandon – Chief Information Officer, Public Library

Daniel Cawley – Analyst, Mayor's Office

Mike Cotter – Director of Finance and Administration, Department of Human Resources

Cyd Harrell – Chief Digital Services Officer, City Administrator's Office

Alfred Herman – Chief Financial Officer, Department of Technology

Edward McCaffrey – Director, Committee on Information Technology

Ray Ricardo – Project Delivery IT Director, Airport

Tajel Shah – Chief Assistant Treasurer, Treasurer-Tax Collector

Chia Yu Ma – Deputy Controller, Controller's Office

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

Katie Petrucione called the meeting to order at 10:04 AM. Eddie McCaffrey provided instruction on how to give public comment and conducted the roll call.

### **2. Roll call**

#### Present

Katie Petrucione – Chair, City Administrator/CFO, City Administrator's Office

Edward McCaffrey – Director, Committee on Information Technology

Elaine Benvenuti – Department of Technology (in for Alfred Herman, Chief Financial Officer)

Daniel Cawley – Analyst, Mayor's Office

Mike Cotter – Director of Finance and Administration, Department of Human Resources

Cyd Harrell – Chief Digital Services Officer, City Administrator's Office

Ray Ricardo – Project Delivery IT Director, Airport

Tajel Shah – Chief Assistant Treasurer, Treasurer-Tax Collector

Alicia Wong – Public Library (In for Jason Blandon, Chief Information Officer)

Chia Yu Ma – Deputy Controller, Controller's Office

### 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**

Katie Petrucione reiterated continued interest in expanding the Budget and Performance Subcommittee's role. By the April 4 meeting, COIT staff will provide further details regarding a proposed schedule and agenda topics to meet more regularly.

There was no public comment.

### **5. Approval of the Meeting Minutes from February 28, 2025 (Action Item)**

There was no public comment.

Cyd Harrell made a motion to approve the minutes, Tajel Shah seconded.

The motion was approved by the following members.

Katie Petrucione – Chair, City Administrator/CFO, City Administrator's Office

Edward McCaffrey – Director, Committee on Information Technology

Elaine Benvenuti – Department of Technology (in for Alfred Herman, Chief Financial Officer)

Daniel Cawley – Analyst, Mayor's Office

Mike Cotter – Director of Finance and Administration, Department of Human Resources

Cyd Harrell – Chief Digital Services Officer, City Administrator's Office

Tajel Shah – Chief Assistant Treasurer, Treasurer-Tax Collector

Alicia Wong – Public Library (In for Jason Blandon, Chief Information Officer)

Chia Yu Ma – Deputy Controller, Controller's Office

The motion was abstained by the following member.

Ray Ricardo – Project Delivery IT Director, Airport

### **6. Department Presentations: GF Technology Project Proposals**

#### **Fine Arts Museum (FAM)**

**Presenter(s):** Paul Peterson

**Project:** Surveillance Technology Improvement Project (STIP)

**Overview:** Discussion focused on the video management system currently in use, with inquiries regarding whether other departments utilize the same system and the number of cameras involved. Fine Arts Museum spoke to their approach to fix maintenance and whether funding for ongoing maintenance would be sourced from their operational budget.

#### **Police Department (POL)**

**Presenter(s):** Jim Shields

**Project:** Public Safety Technology Ecosystem

**Overview:** Discussion focused on whether there are federal grant milestones, the viability of the project with federal funding, and which components of the ecosystem will be covered by the funding request. There was also interest in whether the department will bid for the components separately or as a package. Other topics include the AI technology in use, performance benchmarking, prioritization if components need to be removed from the ecosystem, and whether other jurisdictions have used a single vendor for all components.

**Department of Technology (TIS)**

**Presenter(s):** Bill Depaschalis

**Project:** VOIP LAN Modernization

**Overview:** Discussion focused on monthly savings of approximately \$100K. and how these funds would be reallocated.

**Controller's Office (CON)**

**Presenter(s):** Mark Perlite

**Project:** AI Enabled Customer Service

**Overview:** Discussion focused on the importance of ensuring the product's compatibility with PeopleSoft and involving staff with expertise in content, UX design, and project management, rather than relying exclusively on a junior data analyst.

There was no public comment.

## **7. Adjournment**

The meeting adjourned at 11:56 AM.