



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, March 20, 2026

9:00 am – 12:00 pm

City Hall, Room 305

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
Santiago Silva – Analyst, Mayor’s Office
Ramsey Williams – Chief Information Security Officer, Public Utilities Commission
Chia Yu Ma – Deputy Controller, Controller’s Office

1. Call to Order by Chair

Katie Petrucione called the meeting to order at 9:01 AM. Damon Daniels provided instruction on how to give public comment and conducted roll call.

2. Roll call

Present

City Administrator’s Office, Chair
Digital Services
Assessor Recorder
DataSF
Department of Technology, Enterprise Application
Committee on Information Technology
Department of Technology, Cloud
Public Utilities Commission
Controller’s Office
Mayor’s Office

Absent

Department of Human Resources

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 informed subcommittee members that this meeting marks the conclusion of departmental presentations, there will be no meeting on March 27, and COIT staff will circulate materials to support a broader discussion on potential recommendations to be submitted to subcommittee members in advance of the April 3, 2026 meeting.

There was no public comment.

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

There was no public comment.

Public Utilities Commission made a motion to approve the minutes.

Department of Technology, Enterprise Application seconded the motion.

The minutes were approved by the following members.

City Administrator's Office (Chair)

Digital Services

Assessor Recorder

DataSF

Department of Technology, Enterprise Application

Committee on Information Technology

Department of Technology, Cloud

Public Utilities Commission

Controller's Office

Mayor's Office

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

Department of Technology (TIS)

Presenter(s): Todd Law, Nathan Sinclair

Project: Disaster Recovery for Critical City Applications

Overview: Subcommittee members asked about support for small departments with Tier 1 systems, the overall landscape of Tier 1 systems, and the relationship between this effort and Cloud 2030. The Department of Technology clarified that the project encompasses all citywide systems, regardless of department size, and emphasized that this initiative focuses on problem definition, while Cloud 2030 represents the implementation solution. Subcommittee members requested that the Department of Technology share their report on Tier 1 systems.

Department of Public Health (DPH)

Presenter(s): Tobi Skotnes, Fredy Dorsainvil

Project: Human Resource Information Systems Evolution (HRise)

Overview: Subcommittee members asked whether the department plans to extend the solution to other teams with similar needs, how the product was evaluated against existing systems, and whether the department would retain ownership of system integrations. The Department of Public Health indicated that it is open to initiating a broader, citywide subsystem discussion with leadership once implementation has stabilized. The project began with a funding cap of \$10 million, and DPH will validate that their team owns the integrations. Subcommittee members recommended that internal staff develop a strong understanding of the system's technical components, and that the department request that the vendor produce documentation outlining integration patterns.

Department of Public Health (DPH)

Presenter(s): Natasha Lalani

Project: Epic Lumens

Overview: Subcommittee members asked about the overall Epic roadmap, how this capability was prioritized within the broader plan, and whether it could integrate with UC systems. The Department of Public Health clarified that many third-party applications are dependent on Epic availability, and that patient data can be readily shared with UC once appropriate consent is obtained.

Department of Emergency Management (DEM)

Presenter(s): Juan Soto, Michelle Geddes

Project: Radio Project Financing

Overview: Subcommittee members asked what lessons learned could be applied to other large-scale projects. The Department of Emergency Management noted that while vendors can be trusted partners, staff should consistently verify their work and ensure that critical knowledge is retained internally rather than fully delegated.

San Francisco Port (PRT)

Presenter(s): Sasha Magee, Monica Lim

Project: Port Modernization

Overview: Subcommittee members asked about the strategy for adopting a single system to meet all business needs, the approach to managing financial transactions, the reallocation of the two Business Analysts' workflows, and whether the department has engaged with other teams currently using Salesforce. The Port shared that it has partnered with Gartner to conduct a business needs assessment, eventually leading to the department leveraging the City's enterprise agreement with Salesforce to improve efficiency and reduce implementation time. PRT has connected with the Treasurer and Tax Collector to utilize existing platforms, and has consulted with the Municipal Transportation Agency and the Assessor-Recorder to learn from their experiences using Salesforce. The team clarified that a dedicated product manager role exists separately from the two Business Analysts.

Planning Department (CPC), Mayor's Office (MYR), Building Inspection (DBI)

Presenter(s): Rebecca Villareal-Mayer

Project: PermitSF Citywide Permitting Platform

Overview: Subcommittee members asked about how the department is managing staff trust and expectations, whether business process modernization is being considered alongside the technical upgrade, and the total funding required. The Planning Department responded that clear direction from city leadership, coupled with early demonstrations of success, has helped build trust. The team is assessing whether there is opportunity for broader business transformation efforts rather than focusing solely on system migration.

Controller's Office (CON)

Presenter(s): Raymond Loui, Jack Wood

Project: Enterprise Data Governance & SF Reports & Analytics Platform Change

Overview: Subcommittee members asked about the timeline for the department's transition off Oracle and whether the project could be completed before 2028. The Controller's Office clarified that the current contract expires in June 2026; however, a two-year extension will be necessary as the transition remains incomplete. They also noted that as each subject matter area is finalized, the Oracle BI footprint will gradually be reduced.

There was no public comment.

7. Adjournment

The meeting adjourned at 12:12 PM