

**COMMITTEE ON INFORMATION TECHNOLOGY  
CITY AND COUNTY OF SAN FRANCISCO  
DRAFT MINUTES**

Friday, January 27, 2017  
10:00 a.m. – 12:00 p.m.  
1 Dr. Carlton B. Goodlett Place  
City Hall, Room 201

**MEMBERS**

Naomi Kelly, City Administrator, Chair  
Kenneth Bukowski, Acting Chief Information Officer, Department of Technology  
Melissa Whitehouse, Budget Director, Mayor's Office  
London Breed, President, San Francisco Board of Supervisors  
Ben Rosenfield, Controller  
Micki Callahan, Director, Department of Human Resources  
Barbara Garcia, Director, Department of Public Health  
Luis Herrera, City Librarian, Public Library  
Harlan L. Kelly, Jr., General Manager, Public Utilities Commission  
Anne Kronenberg, Director, Department of Emergency Management  
Ivar Satero, Director, San Francisco International Airport  
Edward D. Reiskin, Director, Municipal Transportation Agency  
Trent Rhorer, Executive Director, Human Services Agency  
Charles Belle, Public Member  
Alex Polvi, Public Member

**1. Call To Order**

Mr. Ken Bukowski called the meeting to order at 10:03 a.m.

**2. Roll Call**

***Members Present:***

Naomi Kelly  
Kenneth Bukowski  
Ashley Groffenberger (for Melissa Whitehouse)  
Rosie Dilger (for London Breed)  
Todd Rydstrom (for Ben Rosenfield)  
Chanda Ikeda (for Micki Callahan)  
Bill Kim (for Barbara Garcia)  
Michael Liang (for Luis Herrera)  
Ken Salmon (for Harlan Kelly)  
Mitch Sutton (for Anne Kronenberg)  
Ian Law (for Ivar Satero)  
Ed Reiskin  
Dan Kaplan (for Trent Rhorer)  
Charles Belle

**COIT Staff:**  
Matthias Jaime  
Lily Liang

**Guests Present:**

Michelle Geddes Bruce Wolf Saul Melara Herman Brown Richard Bui Gary Price Susan Plummer Steven Grover Mike Valencia	Alyssa Ventre Bruce Sandler Virk Gregory Grace Ybanez Bree White Rand Miyashiro Jeff Rosenthal Richard Butler Dale Riley	John Monolakis Sandra Burns Joseph John Jerry Burdick Stacey Morowitz Jason Hemmerle Clarissa Nantes
----------------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------

**3. Approval of Meeting Minutes from November 17, 2016 (Action Item)**

The minutes of November 17, 2016 were approved.

**4. Chair Update**

Mr. Bukowski reviewed the Committee's upcoming meeting schedule as well as the timeline for Subcommittee review and approval of IT project proposals during the City's next two-year budget process.

Mr. Bukowski went on to announce that Mr. Matthias Jaime will serve as COIT's new Director and Committee members joined in congratulating Mr. Jaime on the appointment.

**5. CIO Update**

Mr. Bukowski provided updates on a number of Department of Technology projects and milestones, including the successful launch of the City's Identity and Access Management portal, progress made with shared services, and work being undertaken to kickstart and oversee the Universal Broadband project.

**6. Update: FY 2018-22 Information & Communication Technology Plan**

Mr. Jaime provided an overview of the Plan's purpose, vision, strategic goals, major initiatives, fiscal strategies and recommendations, as well as other components.

Notably, Mr. Jaime discussed fiscal strategies and recommendations as they relate to the City's Major IT projects, Major IT projects allocation, and Annual Projects Allocation.

A general discussion followed in which members offered comments and suggestions on the Plan's structure, goals, projects highlighted, and potential content to be added.

**7. Update: Upgrade the Network (Dept. of Technology)**

Mr. Saul Melara provided a high-level overview of the project, its purpose, and role of the City's network in relation to other systems. He highlighted recent accomplishments, noted upcoming tasks and milestones, and discussed other technical details and improvements being undertaken in tandem with cybersecurity initiatives.

To view the full presentation, please visit <http://www.sfcoit.org>.

**8. Major IT Project Update: City-wide Radio Replacement Project (Dept. of Emergency Management)**

Ms. Michelle Geddes discussed progress made on the project since her last presentation to the Committee, including recent accomplishments and milestones as well as potential risks and challenges, next steps and remaining tasks. In addition, Ms. Geddes provided an overview of the project schedule, budget, and scope.

To view the full presentation, please visit <http://www.sfcoit.org>.

**9. Public Comment**

Mr. Bruce Wolf offered public comment.

**10. Adjournment**

The meeting adjourned at 11:10 a.m.