COMMITTEE ON INFORMATION TECHNOLOGY
CITY AND COUNTY OF SAN FRANCISCO
DRAFT MINUTES
Thursday, February 16, 2017
10:00 a.m. – 12:00 p.m.
1 Dr. Carlton B. Goodlett Place
City Hall, Room 305

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

Ms. Naomi Kelly called the meeting to order at 10:04 a.m.

2. Roll Call

Members Present:

Naomi Kelly
Kenneth Bukowski
Ashley Groffenberger (for Melissa Whitehouse)
Kayleigh Lloyd (for London Breed)
Todd Rydstrom (for Ben Rosenfield)
Chanda Ikeda (for Micki Callahan)
Bill Kim (for Barbara Garcia)
Luis Herrera
Ken Salmon (for Harlan Kelly)
Mitch Sutton (for Anne Kronenberg)
Ivar Satero
Ed Reiskin
Charles Belle

COIT Staff:
Matthias Jaime

Guests Present:

Rand Miyashiro	Ralph Chambers	Herman Brown
Will Goldberg	Jack Ostrofsky	Daniel Quach
Natalie Toledo	Andy Maimoni	Alyssa Ventre
Sarah Plummer	Kathy Perez	Milied Shah

3. Approval of Meeting Minutes from February 9, 2017 (Action Item)

The minutes of February 9, 2017 were approved.

4. Chair Update

Ms. Kelly began by announcing the hiring of the City's first Chief Digital Services Officer, who will begin work next week. Ms. Kelly then previewed the meeting agenda and noted a vote would be taken on the proposed FY 2018-22 Information and Communication Technology Plan.

5. CIO Update

Mr. Bukowski made a brief note regarding progress made to migrate all departments to Microsoft's O365 platform.

6. Review & Action: FY 2018-22 Information & Communication Technology Plan (Action Item)

Mr. Matthias Jaime presented an overview of the final version of the ICT Plan. Mr. Jaime discussed the high level contents of the plan and discussed the financial recommendations.

A motion to approve the FY 2018-22 ICT Plan was passed and approved.

7. Update: Controller New Systems Division

Mr. Todd Rydstrom presented on the upcoming changes to the Controller's Office to merge the production environments of the Human Capital Management systems and City's Financial System. Mr. Rydstrom discussed the vision, governance, and future work entailed. A general discussion followed regarding the governance and upcoming changes to the procurement system.

8. Public Comment

There was no public comment.

9. Adjournment

The meeting adjourned at 10:55 a.m.