

**DRAFT MINUTES
BUDGET & PERFORMANCE SUB-COMMITTEE MEETING
CITY AND COUNTY OF SAN FRANCISCO**

**Friday, March 24, 2017
9:00 am – 12:00 pm
City Hall, Room 305**

Members

Ken Bukowski – Chair, Acting CIO, DT
Bella Fudym – IT Project Director, Adult Probation
Ian Law – CIO, Airport
Brian Strong – Director, Capital Planning
Jaci Fong – Director and Purchaser, Contract Administration
Todd Rydstrom – Deputy Controller, Controller's Office
William Lee – CFO, Emergency Management
Chanda Ikeda – CFO, Human Resources
Ashley Groffenberger – Analyst, Mayor's Office
Lisa Walton – CTO, MTA
Bill Kim – CIO, Public Health
Michael Liang – CIO, Public Library
Julia Dawson – Deputy Director, Public Works
Tajel Shah – Deputy Director, Treasurer-Tax Collector
Leo Levenson – Deputy Director, Finance and Administration, DT
Matthias Jaime – COIT Director, City Administrator's Office

1. Call to Order by Chair

Mr. Matthias Jaime called the meeting to order at 9:07 am.

2. Roll call

Ian Law
Heather Green (for Brian Strong)
Todd Rydstrom
William Lee
Chanda Ikeda
Ashley Groffenberger
Lisa Walton
Bill Kim
Michael Liang
Julia Dawson
Tajel Shah
Leo Levenson
Matthias Jaime

COIT Staff

Lily Liang

Guests

Wilson Ng
Anthony Boersma
Donna Kotake
Jack Wood
Marina Coleridge
Susan Merritt
Carrie Bishop
Jane Gong
Steve Flaherty
Catherine McGuire
Ed Stone
Denise Schmitt

3. Approval of Minutes

The minutes of March 3, 2017 were approved.

4. Department Updates & Announcements

There were no department updates or announcements.

5. Review of Enterprise Department Budget Requests for FY 2017-18 & FY 2018-19 (Action Item)

A motion to recommend enterprise department budget requests to the full Committee was passed and approved.

To view a summary of these requests, please visit <http://www.sfcoit.org>.

6. FY 2017-18 & FY 2018-19 Budget Update

Mr. Jaime discussed the Subcommittee's upcoming meetings and schedule of department project and budget request presentations over the next several weeks.

7. FY 2017-18 & FY 2018-19 Budget Presentations

BOS - Board of Supervisors

Mr. Wilson Ng presented BOS' proposed Legislative Management System project.

CON - Controller's Office

Mr. Jack Wood presented CON's previously approved Employee Gateway and Expansion of PeopleSoft Learning Management projects.

DHR - Human Resources

Ms. Chanda Ikeda presented DHR's proposed Citywide Online and On-Demand Development Pilot and Workers' Compensation Improved Medical Care Pilot projects.

HSS - Health Service System

Ms. Marina Coleridge presented HSS' proposed Self-Service Online Premium Payments project.

POL - Police

Ms. Susan Merritt presented POL's Main and Station Websites Refresh project.

DT - Technology

Ms. Carrie Bishop led a general discussion regarding DT's proposed Migration to Drupal 8 project as well as options for developing a revised City website template.

8. Public Comment

There was no public comment.

9. Adjournment

The meeting adjourned at 11:49 am.