

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

**Friday, September 9, 2016
10:00 am – 12:00 pm
City Hall, Room 201**

Members

Ken Bukowski – Chair, Deputy City Administrator/CFO, City Administrator
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
Brent Lewis – CFO, Human Resources
Laura Busch – Analyst, Mayor's Office
Lisa Walton – CTO, MTA
Bill Kim – CIO, Public Health
Michael Liang – CIO, Public Library
Julia Dawson – Deputy Director, Public Works
Leo Levenson – Deputy Director, Finance and Administration, DT
Chanda Ikeda – COIT Director, City Administrator's Office

1. Call to Order by Chair

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

2. Roll call

Ken Bukowski	Laura Busch
Bella Fudym	Julian Metcalf (for Lisa Walton)
Ian Law	Bill Kim
Brian Strong	Michael Liang
Jaci Fong	Julia Dawson
Larry Wolfson (for Todd Rydstrom)	Leo Levenson
William Lee	Chanda Ikeda

COIT Staff

Matthias Jaime
Lily Liang

Guests

Douglas Fields	Nina D'Amato
Joe Armenta	Ashley Amjad
Sarah Plummer	Brian Roberts
Hemiar Alburati	Krista Canellakis
Rand Miyashiro	Jeremy Goldberg
Mike Wahlman	
Brent Turner	

3. Approval of Minutes

The minutes of June 24, 2016 were approved.

4. Discussion: FY 2018-22 ICT Plan Update

Ms. Chanda Ikeda announced that initial research and outreach efforts had begun in preparation for the development and release of the City's next Information and Communication Technology (ICT) Plan.

Notably, Ms. Ikeda shared a calendar overview of key tasks and deadlines, presented the findings of COIT's City-wide Technology Survey, and discussed next steps.

To view Ms. Ikeda's presentation, please visit: <http://www.sfcoit.org>.

5. Discussion: Shared Services Update (Dept. of Technology)

Agenda item 6, discussion of the Department of Technology (DT) strategy, was called ahead with this item.

Ms. Nina D'Amato provided an overview of DT's strategy development process, initiatives, action items, deliverables, and timeline. Additionally, she discussed the integration of the strategy with DT's Project Management Office and work slated to be undertaken by third party vendors.

To obtain a summary of the strategy, please visit: <http://www.sfcoit.org>.

Data Centers

Mr. Ashley Amjad presented an overview of DT's five-year cloud strategy within the context of existing infrastructure, planned migrations, and new equipment, systems, and services. Additionally, Mr. Amjad highlighted key recent accomplishments and next steps.

Mainframe Strategy

Mr. Amjad provided an update on the Mainframe project since it was approved and funded by COIT earlier in the year. Notably, he discussed changes to the strategy, contracting and procurement processes necessary to achieve the project's goals. Additionally, Mr. Amjad shared recent accomplishments and next steps.

Connectivity

Mr. Brian Roberts discussed the City's Connectivity Plan and provided a status update on recent progress and upcoming deliverables. Notably, he provided updates on fiber installation, identification of Dig Once projects, expansion of public wi-fi, and milestones around residential broadband choices.

Voice over IP

Mr. Joe Armenta provided overview of the project, its purpose, high-level timeline, phases, recent accomplishments, and anticipated deliverables.

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

6. Presentation: Department IT Strategies

Department of Technology

This agenda item was called ahead with item 5.

Mayor's Office of Civic Innovation (MOCI)

Ms. Krista Canellakis and Mr. Jeremy Goldberg jointly presented an overview of MOCI's strategy development and engagement processes. The presentation covered MOCI's background, vision, mission, and partnerships, as well as criteria used to determine MOCI's project portfolio and specific use cases.

A general discussion followed in which members offered comments and suggestions on the strategy.

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

7. Public Comment

Mr. Brent Turner offered public comment.

8. Adjournment

The meeting adjourned at 12:00 pm.