

Committee on Information Technology

DRAFT MINUTES BUDGET & PERFORMANCE SUBCOMMITTEE MEETING CITY AND COUNTY OF SAN FRANCISCO

Friday, December 1, 2017
10:00 am – 12:00 pm
City Hall, Room 305

Members

Ken Bukowski – Chair, Deputy City Administrator/CFO, City Administrator’s Office
Bella Fudym – IT Project Director, Adult Probation
Ian Law – CIO, Airport
Heather Green – 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 – Chief Assistant Treasurer, 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. Ken Bukowski called the meeting to order at 10:03 am.

2. Roll call

Ken Bukowski
Bella Fudym
Heather Green
Todd Rydstrom
William Lee
Chanda Ikeda
Ashley Groffenberger
Lisa Walton
Michael Liang
Julia Dawson
Tajel Shah
Leo Levenson
Matthias Jaime

COIT Staff

Alex Banh
Jacalyn Mah
Lily Liang

Guests

Linda Gerull
Will Sanson-Mosier
Dave Hardy
Crispin Hollings
John Applegarth
Rand Miyashiro
Ethan George
Jackson Muhirwe
Flora Reyes-Jimenez

3. Approval of Minutes

The minutes of November 3, 2017 were approved without changes.

4. Discussion: FY 2018-19 & FY 2019-20 Budget Process Preview

Mr. Matthias Jaime shared with the Subcommittee an overview of the upcoming budget process and led a general discussion regarding the review and approval of IT project proposals.

5. Discussion: Technology Performance & Portfolio Management Update

Ms. Jacalyn Mah discussed recent outreach to departments and presented her findings and recommendations regarding technology performance and portfolio management across the City. Notably, she identified key challenges, next steps to address pain points, and upcoming deliverables in the near and long term.

In closing, there was a general discussion regarding goals, priorities, and the role of technology.

6. Project Updates: San Francisco Police Department Technology Projects

Ms. Linda Gerull presented on the Department's Foundational Network Improvements project, since renamed Oracle Upgrade and CDW (Crime Data Warehouse) Migration. She discussed the project's objective, budget, and scope, as well as risks and next steps.

Mr. Will Sanson-Mosier presented on the Department's Website Upgrades and Vehicle Upgrades projects.

7. Project Update: Sherriff Jail Management System

Mr. Dave Hardy briefed the Subcommittee on the status of this project, including an overview of its objectives, scope, schedule, build/implementation process, and risks.

8. Public Comment

There was no public comment.

9. Adjournment

The meeting adjourned at 11:53 am.