

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

Thursday, March 15, 2018
10:00 a.m. – 12:00 p.m.
1 Dr. Carlton B. Goodlett Place
City Hall, Room 305

MEMBERS

Naomi Kelly, City Administrator, Chair
Linda Gerull, 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
Michael Lambert, Acting 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 10:02 a.m., noting that Ms. Naomi Kelly would moderate the meeting upon her arrival shortly.

2. Roll Call

Members Present:

Naomi Kelly
Linda Gerull
Ashley Groffenberger (for Melissa Whitehouse)
Kayleigh Lloyd (for London Breed)
Ben Rosenfield
Chanda Ikeda (for Micki Callahan)
Bill Kim (for Barbara Garcia)
Michael Lambert
Ken Salmon (for Harlan Kelly)
William Lee (for Anne Kronenberg)
Ed Reiskin
Dan Kaplan (for Trent Rhorer)

COIT Staff:

Jacalyn Mah
Lily Liang
Matthias Jaime

Guests Present:

Ken Bukowski Jack Wood Tajel Shah Michael Makstman Will Sanson-Mosier Herman Brown Cynthia Ngo Michael Bahler Nelson Ho	John Monolakis Keith Miller Trent Lange Alec Bash Jennifer Heggie Greg Pennington Tatlia Wagner Monica Hoselian Ryan Cant	Gracie Sachs Maritza Padilla Belinda Rose H Bronn Nima Iyengar Victor Tan Quan Riker McClaskey
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3. Approval of Meeting Minutes from February 15, 2018 (Action Item)

The minutes of February 15, 2018 were approved with a clerical correction.

4. Chair Update

There were no updates.

5. CIO Update

Ms. Linda Gerull commented on the Department of Technology's (DT) support and collaboration with departments on several projects, including Mainframe Replacement, modernization of the City's outdoor emergency notification system, and maintenance/upgrades to copper and public safety systems.

6. Update: FY 2018-19 and FY 2019-20 COIT Budget

Mr. Matthias Jaime provided an overview of IT project requests received for the next two fiscal years as well as a summary of funding levels for the same period. Noting the large number of major IT projects and emerging major IT projects, Mr. Jaime briefed the Committee on next steps for evaluating requests received and the development of final funding recommendations.

7. Action Item: Approval of FY 2018-19 and FY 2019-20 Enterprise Projects

Mr. Jaime shared an overview of IT project proposals presented by enterprise departments and recommended by COIT's Subcommittee for final approval by the full Committee.

A general discussion followed in which members came to a consensus to table the vote pending further discussion with departments regarding project details.

8. Major IT Update: Financial Systems Project (Controller's Office)

Mr. Jack Wood presented a status update on the Controller's Office's Financial Systems Replacement project, including recent activities and statistics since system go-live in 2017 and upcoming work ahead to stabilize and enhance the system.

9. Discussion: Payment Card Industry (PCI) Compliance

Ms. Tajel Shah provided an overview of the business case and drivers calling for action on PCI compliance within a set timeframe. In addition, Ms. Shah discussed current and upcoming interdepartmental efforts to address PCI through further investment, contractual agreements, and policy changes.

10. Update: City Cybersecurity Program

Mr. Michael Makstman introduced himself and provided an overview of the City's cybersecurity program. He discussed the programs goals, upcoming policies, and coordinating activities to support to City departments security priorities.

11. Public Comment

Several individuals affiliated with the California Clean Money Campaign made comment, including Mr. Trent Lange, Gerg Pennington, and Jennifer Heggie.

12. Adjournment

The meeting adjourned at 11:14 a.m.