

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

**Friday, March 2, 2018
9:00 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
Rachel Cukierman – Deputy Director of Administration and Finance, Assessor-Recorder
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 9:02 am.

2. Roll call

Ken Bukowski
Bella Fudym
Ian Law
Rachel Cukierman
Heather Green
Todd Rydstrom
Mitch Sutton (for William Lee)
Chanda Ikeda
Ashley Groffenberger
Lisa Walton
Michael Liang
Julia Dawson
Tajel Shah
Leo Levenson
Matthias Jaime

COIT Staff

Lily Liang
Jacalyn Mah

Guests

Linda Gerull
Ken Salmon
Jerry Burdick
Ana Zivanovic
Rand Miyashiro
Jeannie Wong
Michael Bahler
Keith Kawas
Nina D'Amato
Will Sanson-Mosier

3. Approval of Minutes

The minutes of February 2, 2018 were approved without changes.

4. Department Updates and Announcements

There were no department updates or announcements.

5. Discussion: FY 2018-19 & FY 2019-20 Budget Request Overview

Mr. Matthias Jaime presented an overview of project requests received for the next two fiscal years and discussed funding levels and next steps in the review process. Notably, he shared a tentative schedule of upcoming project request presentations.

Members remarked on the departments and projects slated to present. The discussion then shifted to the results of COIT's annual budget survey. Mr. Jaime reviewed the survey's objectives, shared high level findings, and noted next steps.

6. FY 2018-19 & FY 2019-20 Enterprise Department Technology Overview & Project Requests

Municipal Transportation Agency (MTA)

Ms. Lisa Walton discussed the MTA's IT strategic plan and provided updates on previously approved, ongoing, and upcoming projects.

San Francisco International Airport (SFO)

Mr. Ian Law discussed the Airport's IT strategy and projects within the broader context of SFO's mission, vision, operations, and priorities.

Public Utilities Commission (PUC)

Mr. Ken Salmon discussed the PUC's business and technology division, their joint priorities and provided an overview of upcoming projects.

Port

Mr. Jerry Burdick presented the Port's Maintenance Management project and discussed how collaboration between the department's business and IT divisions has streamlined implementation.

7. FY 2018-19 & FY 2019-20 Enterprise Department Project Requests Approval (Action Item)

A motion to approve all enterprise department project requests for the next two fiscal years was passed and approved.

8. FY 2018-19 & FY 2019-20 General Fund Budget Presentations

This item was called ahead of item 6 in order to accommodate the presenters' schedules.

Ms. Linda Gerull presented the Department of Technology's City Cloud and Disaster Preparedness, Response, Recovery, and Resiliency (DPR3) project as well as DT's Mainframe project.

Mr. Bukowski presented the General Services Agency's JUSTIS (Justice Tracking Information System) Roadmap project.

9. Public Comment

There was no public comment.

10. Adjournment

The meeting adjourned at 11:57 pm.