



# Committee on Information Technology

## Office of the City Administrator

San Francisco City Hall, 1 Dr. Carlton B. Goodlett Place, Suite 352

### **Draft Minutes**

#### Committee on Information Technology Meeting

Tuesday, June 19, 2018

10:00 am – 12:00 pm

City Hall, Room 201

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#### **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 by Chair**

Mr. Ken Bukowski called the meeting to order at 10:01 am.

#### **2. Roll call**

##### **Members Present**

Ken Bukowski (for Naomi Kelly)

Linda Gerull

Ashley Groffenberger (for Melissa Whitehouse)

Kayleigh Lloyd (for London Breed)

Todd Rydstrom (for Ben Rosenfield)

Kate Howard (for Micki Callahan)

Winona Mindolovich (for Barbara Garcia)

Michael Liang (for Michael Lambert)

Ken Salmon (for Harlan Kelly)

Mitch Sutton (for Anne Kronenberg)

Ian Law (for Ivar Satero)

Edward Reiskin  
Natalie Toledo (for Trent Rhorer)  
Alex Polvi

**COIT Staff**

Lily Liang  
Jacalyn Mah  
Randall Tran  
Mona Saghri  
Brit Bieber

**Guests**

Michael Makstman	Sarah Burns	Nadia Baskin
Jaci Fong	Kathy Perez	Elena Bancroft
Rob Henning	Chris Gomez	David German
Daniel Sanchez	Will Sanson-Mosier	Rosa Sanchez
David Pilpel	Shawn Peeters	Hao Xie
Brent Turner	Carrie Bishop	Daniel Quach
Lily Conover	Nelson Ho	George Wolf
Jeff Benson	John Monolakis	Marcus Line
Lori Keene	Fu Yang	

**3. Approval of Meeting Minutes from May 4, 2018 (Action Item)**

The minutes of May 4, 2018 were approved without changes.

**4. Chair Update**

Mr. Bukowski reviewed the meeting agenda and provided context for the upcoming discussions.

**5. CIO Update**

Ms. Linda Gerull made announcements regarding the City's Telecom Modernization project as well as the Department of Technology's strategic planning process.

**6. Update to Citywide Cybersecurity Policy (Action Item)**

Mr. Michael Makstman discussed the impetus for updating and revising the Citywide Cybersecurity Policy. In his presentation to the Committee, Mr. Makstman discussed the policy development and outreach process, implementation timeline, and next steps.

A general discussion was followed by a motion to adopt the revised policy. The motion was passed and approved.

Mr. David Pilpel, a member of the public, commented on this agenda item.

**7. Discussion: Renewal of Technology Marketplace Contract**

Mr. Daniel Sanchez presented on the Office of Contract Administration's renewal of the City's Technology Marketplace contract, which is due to expire at the end of the year. Mr. Sanchez discussed the objectives of the Marketplace, noting where changes would be made with the upcoming renewal. In addition, Mr. Sanchez discussed the availability of products and services, process changes, and the overall contracting timeline.

#### **8. Public Comment**

Mr. Brent Turner made public comment.

#### **9. Adjournment**

The meeting adjourned at 10:57 am.