



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

Thursday, October 18, 2018

10:00 am – 12:00 pm

City Hall, Room 305

Members

Naomi Kelly, City Administrator, Chair

Linda Gerull, Chief Information Officer, Department of Technology

Kelly Kirkpatrick, Budget Director, Mayor's Office

Malia Cohen, President, San Francisco Board of Supervisors

Ben Rosenfield, Controller

Micki Callahan, Director, Department of Human Resources

Greg Wagner, Acting Director, Department of Public Health

Michael Lambert, Acting City Librarian, Public Library

Harlan L. Kelly, Jr., General Manager, Public Utilities Commission

Mary Ellen Carroll, 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

Ms. Naomi Kelly called the meeting to order at 10:03 am.

2. Roll call

Members Present

Naomi Kelly

Linda Gerull

Ashley Groffenberger (for Kelly Kirkpatrick)

Aliya Chisti (for Malia Cohen)

Todd Rydstrom (for Ben Rosenfield)

Micki Callahan

Almir Guimaraes (for Greg Wagner)

Michael Lambert

Ken Salmon (for Harlan Kelly)

Mitch Sutton (for Mary Ellen Carroll)

Ivar Satero

Edward Reiskin
Natalie Toledo (for Trent Rhorer)

COIT Staff

Jacalyn Mah
Lily Liang
Matthias Jaime

Guests

Julie Ansell	Ohn Jones	Bill Joe
Leo Levenson	Herman Brown	John Monolakis
Jason Lally	Lily Conover	Robert Collins
Jack Wood	Alaric Degrafinried	Megan Owens
Michael Makstman	Sherman Luk	Crispin Hollings
Rand Miyashiro	Gary Price	Sam Joo
Megan Owens	Crispin Hollings	

3. Approval of Meeting Minutes from September 20, 2018 (Action Item)

The minutes of September 20, 2018 were approved without changes.

4. Chair Update

Ms. Naomi Kelly discussed the development of the City’s next Five-Year Information and Communication Technology (ICT) Plan and briefed members on process expectations over the next few months. She also discussed recent meetings of the Emerging Technology Open Working Group and noted that final recommendations would be summarized in a report to the Board of Supervisors in December. Finally, Ms. Kelly noted that a drones oversight committee would soon be formed to review previously approved and new drone use cases.

5. CIO Update

Having recently attended a Gartner conference, Ms. Linda Gerull shared highlights of interest to government technologists and their counterparts, including new technology trends, modernization efforts across the industry, and best practices for organizational and change management.

In addition, Ms. Gerull provided updates on ongoing City discussions and hosted question and answer sessions between vendors and departments.

In closing, Ms. Gerull provided updates on the Telecom Modernization project and Cybersecurity Month.

6. FY 2020-24 ICT Plan: Technology Trends and Emerging Issues

Mr. Matthias Jaime reviewed the ICT Plan development process and shared findings from the most recent survey of departments. Questions, responses, and the resulting analysis

centered on department practices, emerging technology and innovation, IT hiring, strategic sourcing and procurement, shared services, data management, and risk management.

In closing, Mr. Jaime reviewed a calendar with key dates and deadlines.

7. Update: FY 2018-22 ICT Plan Initiatives

Technology Procurement

Ms. Julie Ansell provided an update on the City's PeopleSoft system, specifically, she discussed features and changes designed to streamline technology procurement for City staff as well as suppliers. Notably, she discussed the current state as a result of system improvements and highlighted upcoming work to be done.

Mr. Leo Levenson went on to discuss the Department of Technology's role in technology procurement, changes and improvements made to the CIO review process, and shared resources for ongoing collaboration and existing contracts.

City Employee Experience

Ms. Gerull provided an overview of new and enhanced tools available to City employees.

Mr. Jack Wood discussed updates to the City's online employee portal, including the launch of open enrollment in partnership with the Health Service System and other self-service features.

Risk Management: Cybersecurity & Disaster Preparedness

Mr. Michael Makstman provided updates on Department of Technology initiatives to increase cybersecurity awareness, provide training, gather analytics, improve disaster preparedness, and enhance outreach.

Data Architecture

Ms. Gerull discuss the goal of promoting data architecture and provided updates on interdepartmental work the DataSF team has completed recently to realize the benefits, including model building, improvements to the data portal, development and publication of standards, and training. Additionally, Ms. Gerull and Mr. Jason Lally discussed next steps, including further evaluation, partnerships, and development of a set of recommendations for the next stage of integration and implementation.

8. Public Comment

There was no public comment.

9. Adjournment

The meeting adjourned at 11:18 am.