



# 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, February 21, 2019

10:00 am – 12:00 pm

City Hall, Room 305

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#### Members

Naomi Kelly, City Administrator, Chair

Linda Gerull, Chief Information Officer, Department of Technology

Kelly Kirkpatrick, Budget Director, Mayor's Office

Norman Yee, President, San Francisco Board of Supervisors

Ben Rosenfield, Controller

Micki Callahan, Director, Department of Human Resources

Grant Colfax, 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 10:02 am.

#### 2. Roll call

##### Members Present

Naomi Kelly

Linda Gerull

Marisa Pereira Tully (for Kelly Kirkpatrick)

Erica Maybaum (for Norman Yee)

Todd Rydstrom (for Ben Rosenfield)

Kate Howard (for Micki Callahan)

Almir Guimaraes (for Grant Colfax)

Michael Lambert

Ken Salmon (for Harlan Kelly)

Mitch Sutton (for Mary Ellen Carroll)

Ian Law (for Ivar Satero)

Lisa Walton (for Edward Reiskin)  
Natalie Toledo (for Trent Rhorer)  
Charles Belle  
Alex Polvi

**COIT Staff**

Lily Liang  
Matthias Jaime

**Guests**

Michael Makstman	Alex Banh	Scott K.
Brian Roberts	Julia Rivera	Eric Nelson
Susan Poor	Leo Sosa	Herman Brown
Michael Bahler	Angela Calvillo	Jason Lally
Andrew Broderick	Randall S.	Sunny Lakhmani
Ken Bukowski	Andy Velasquez	Anna Duning
Dee Prasad	Rob Smuts	Dean Mendez
Jane Lim	Caroline Cerf	Gina Tomlinson
Rand Miyashiro		

**3. Approval of Meeting Minutes from February 7, 2019 (Action Item)**

The minutes of February 7, 2019 were approved without changes.

**4. Chair Update**

Ms. Kelly remarked on the Committee's impending vote to approve the City's next five-year Information and Communication Technology Plan and thanked COIT staff, members, and stakeholders for their support in the development of the Plan.

Ms. Kelly also discussed the Board of Supervisors' recent introduction of proposed legislation seeking to govern the procurement and use of surveillance and facial recognition technologies. She noted that COIT would work with the Board to address privacy concerns and engage in ongoing discussions to develop the necessary frameworks.

**5. CIO Update**

Ms. Linda Gerull discussed initiatives under the purview of the Department of Technology's new Chief Technology Officer and encouraged departments to reach out if any support is needed for data-related projects. She also discussed the Department's ongoing efforts around development of a 5G strategy.

**6. Re-Appointment of Public Member Charles Belle (Action Item)**

Ms. Kelly thanked Mr. Charles Belle for serving as a public member on COIT for the last four years and made a motion for his re-appointment.

Several members of the Committee also voiced their support for public participation and the motion to re-appoint Mr. Belle was passed and approved.

## **7. FY 2020-24 Information and Communication Technology Plan (Action Item)**

Mr. Matthias Jaime presented the latest draft of the ICT Plan and noted where changes had been incorporated based on Committee member feedback from the previous meeting. Notably, changes and adjustments were made to the Plan's proposed performance measures and recommendations.

A general discussion followed in which members proposed and agreed on minor amendments to the Plan's recommendations and appendices.

A motion to approve the Plan for recommendation to the Mayor and Board of Supervisors was passed and approved.

## **8. Update: San Francisco Digital Equity Strategy**

Ms. Kelly introduced this agenda item and thanked Mr. Alex Banh for spearheading the effort.

Mr. Banh presented an executive summary of the proposed Digital Equity Strategic Plan and discussed its background, development, guiding principles, goals, and potential next steps.

A general discussion followed in which members voiced their support for the initiative and considered potential partners going forward.

## **9. Public Comment**

Public comment was made by representatives of an affordable housing development and three non-profit organizations (SF Tech Council, Women's Building, Dev/Mission). Written public comment in support of the Digital Equity Strategic Plan was also submitted.

## **10. Adjournment**

The meeting adjourned at 11:06 am.