



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, March 21, 2019

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

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, 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

Anna Duning (for Kelly Kirkpatrick)

Angela Calvillo (for Norman Yee)

Ben Rosenfield

Kate Howard (for Micki Callahan)

Winona Mindolovich (for Grant Colfax)

Michael Lambert

Ken Salmon (for Harlan Kelly)

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

Ken Bukowski	Charity Espiritu	Rodney Huynh
Krista Canellakis	Michael Makstman	Keith DaSilva
Lee Hepner	Herman Brown	Ed Proger
Brian Hofer	Chris Blake	Ramsey Williams
Matt Cagle	John Resnick	Josh Gale
Evelyn Mora	Haley Tsukayanna	Bob Kasinsky
Kat Cook	Rand Miyashiro	Mitch Sutton
Anna So	Joe Roy	Sunny Lakhmani
James Seiler	Michael Bahler	Asja Steeves

3. Approval of Meeting Minutes from February 21, 2019 (Action Item)

The minutes of February 21, 2019 were approved without changes.

4. Chair Update

Ms. Kelly reviewed the meeting agenda and discussed items scheduled to be discussed at later dates. She also announced the upcoming departure of Alex Polvi, one of COIT's public members, and thanked him for his service.

5. CIO Update

Ms. Linda Gerull announced the next phase of the Office of Civic Innovation's Civic Bridge program. Ms. Krista Canellakis, the City's Chief Innovation Officer, discussed the program in more detail, discussed past partnerships, and invited departments to participate.

6. Discussion: Citywide Employee Drone Policy

Mr. Matthias Jaime provided an update regarding implementation since the Policy was adopted. Mr. Jaime began by reviewing the Policy's objectives, development process, and program evaluation framework. He then went on to discuss previously approved department use cases and reviewed proposed additions to the policy.

A general discussion followed regarding program oversight, internal policies, and future use cases.

7. Discussion: Proposed Board of Supervisors Surveillance Ordinance

Mr. Lee Hepner (representing Supervisor Aaron Peskin), Mr. Brian Hofer (representing Secure Justice), and Mr. Matt Cagle (representing ACLU of Northern California) co-presented an overview of the Board of Supervisors' proposed Surveillance Ordinance, including its objectives, scope and impact, timelines, and next steps.

A general discussion followed regarding proposed evaluation and approval processes, exclusions, and proposed legislation in other counties.

8. Policy Update: Cloud Acquisition Policy (Action Item)

Mr. Jaime shared the most recent draft of the proposed Cloud Policy and discussed its objectives, scope, development process, and purpose in relation to existing policies.

A general discussion followed regarding cloud services, associated costs, productivity, and records retention.

A motion to adopt the policy was passed and approved.

9. Update: Payment Card Industry (PCI) Policy Compliance

Ms. Evelyn Mora and Mr. Michael Makstman discussed recent accomplishments and ongoing efforts related to establishing a program to ensure PCI compliance throughout the City. Notably, overviews of governance and policy changes were discussed, as well as related trainings, assessments, and remediation. In closing, Ms. Mora and Mr. Makstman discussed the importance of prioritizing security and next steps in the program.

10. Public Comment

There was no public comment.

11. Adjournment

The meeting adjourned at 12:00 pm.