



Committee on Information Technology

Office of the City Administrator

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

Draft Minutes

Budget and Performance Subcommittee Meeting City and County of San Francisco

Friday, November 1, 2019

10:00 am – 12:00 pm

City Hall, Room 305

Members

Ken Bukowski – Chair, Deputy City Administrator/CFO, City Administrator's Office

Carrie Bishop – Chief Digital Services Officer, City Administrator's Office

Ian Law – CIO, Airport

Rachel Cukierman – Deputy Director of Administration and Finance, Assessor-Recorder

Heather Green – Director, Capital Planning

Alaric Degrafinried – Purchaser and Director, Contract Administration

Todd Rydstrom – Deputy Controller, Controller's Office

Anna Duning – Analyst, Mayor's Office

Michael Liang – CIO, Public Library

Julia Dawson – Deputy Director, Public Works

Crispin Hollings – Chief Financial Officer, Sheriff's Department

Tajel Shah – Chief Assistant Treasurer, Treasurer-Tax Collector

Matthias Jaime – Director, Committee on Information Technology

1. Call to Order by Chair

Mr. Ken Bukowski called the meeting to order at 10:03 am.

2. Roll call

Ken Bukowski

Jeannie Wong (for Todd Rydstrom)

Alaric Degrafinried

Julia Dawson

Crispin Hollings

Anna Duning

Tajel Shah

Heather Green

Matthias Jaime

COIT Staff

Emma Fernandez

Guests

Keith Kawas

Mike Wahlman

James Estes

Rand Miyashiro

Martin Spellman

Blair Helsing

Payal Desai

Jason Lally

Daniel Hopkins

Sherman Luk

3. Approval of Minutes

The minutes of October 4, 2019 were approved without changes.

4. Department Updates & Announcements

Nina D'Amato left the city for a new role and will no longer be serving on the committee.

5. Discussion: COIT Budget Criteria and Intake Process

Mr. Matthias Jaime presented an overview of the budget process, including intake, interview, hearings, and final approval. Mr. Jaime discussed the committee's focus on problem definition, project risks, dependencies and shared lessons, and funding priorities.

Mr. Jaime noted that, with the surveillance ordinance in place for this budget cycle, all departments will need to receive Board of Supervisors approval for any surveillance technology before seeking funding for it. The COIT budget process will include a determination of if a technology is a surveillance technology.

6. DataSF Program Update

Mr. Jason Lally provided an update on DataSF's mission to empower use of city data and upcoming goals in developing a self-service data sharing pilot and obtaining What Works Cities recertification.

7. Project Performance Updates

Mr. Henry Bartley provided an update on the citywide network modernization project. The software defined network has moved into production mode and the team plans to migrate the Department of Technology to the new network by the end of the calendar year. In fiscal years 2021-23, four to six department migrations per year are expected.

Ms. Payal Desai and Mr. Blair Helsing provided an update on the citywide telecom modernization project. The project team has decommissioned 13% of telecom systems, and moved 11% of users and 10% of departments to the new VoIP network.

8. Public Comment

There was no public comment.

9. Adjournment

The meeting adjourned at 11:24 am.