



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, July 16, 2020

10:00 am – 12:00 pm

WebEx event

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

Dr. 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

Jeffrey Tumlin, Director, Municipal Transportation Agency

Trent Rhorer, Executive Director, Human Services Agency

Charles Belle, Public Member

Nnena Ukuku, Public Member

1. Call to Order by Chair

Ms. Naomi Kelly called the meeting to order at 10:01 am.

2. Roll call

Members Present

Naomi Kelly

Linda Gerull

Adrian Liu (for Kelly Kirkpatrick)

Angela Calvillo (for Norman Yee)

Todd Rydstrom (for Ben Rosenfield)

Micki Callahan

Almir Guimaraes (for Dr. Grant Colfax)

Ken Salmon (for Harlan Kelly)

Michael Lambert

Mary Ellen Carroll

Lisa Walton (for Jeffrey Tumlin)

Natalie Toledo (for Trent Rhorer)
Nnena Ukuku

COIT Staff

Matthias Jaime
Emma Fernandez
Luke O'Neill

Guests

Ken Bukowski	Ana Contreras	Julia Dawson
Kate Howard	Andy Maimoni	Keith Kawas
Michael Liang	Carrie Bishop	Lily Conover
Michelle Geddes	ChiaYu Ma	Linda Bui
Christine Nath	Christine Murdoch	Loretta Masters
Christopher Manners	Dan Rozzano	Marlee Buns
Jerry Burdick	David Pilpel	Matthew Reeves
Joe Reilly	Dee Prasad	Michael Bahler
Mark Corso	Gerald Villabroza	Michael Makstman
	Grace Ybanez	Michael Solomon
	Herman Brown	Mike Dougherty
	Inthisar Kamal	Nahrein David
	Jack Wood	Paulo Salta
	Jane Lim	Samuel Ho
	Jason Lally	Sunny Bhatia
	Jo-Ann Hutchison Hill	Sushma Satyanarayana
	Jody Tyrus	Theresa Kao
	John Reinecke	Will Sanson-Mosier
	Jonathan Noble	

3. Approval of Meeting Minutes from February 20, 2020 (Action Item)

The minutes of February 20, 2020 were approved without changes.

Mr. David Pilpel made public comment on the WebEx platform and meeting minutes content.

4. Chair Update

City Administrator Naomi Kelly provided an update on the City's use of technology in response to COVID-19. In particular, Administrator Kelly discussed the work of DataSF and the Digital Services team to improve the City's response to COVID-19.

5. CIO Update

The City's Chief Information Officer and Director of the Department of Technology Linda Gerull provided an update on the Department of Technology's work to shift City

operations to telecommuting, supporting equipment, communications, applications, data, and virtual meetings of all departments.

COIT members noted that the support from the Department of Technology has been crucial in maintaining their department functionality.

David Pilpel made public comment on how to make remote conferencing platforms more accessible.

6. Discussion: FY 2020-21 & FY 2021-22 COIT Budget

COIT Director Matthias Jaime presented an overview of reductions to COIT's budget allocations in light of the City's new financial picture and highlighted efforts to continue to fund major IT projects.

7. Discussion: FY 2022-2026 Information and Communication Technology Plan

COIT Director Matthias Jaime presented on the process for developing the five-year strategic Information and Communication Technology Plan. Mr. Jaime highlighted a focus on shared services across departments.

David Pilpel made public comment urging considering of functionality in shared services and cybersecurity.

8. Surveillance Technology Policy: Drones (Action Item)

COIT Privacy Analyst Luke O'Neill presented on the Acquisition of Surveillance Technology Ordinance and the progress COIT has made on helping departments develop policies for existing and new surveillance technologies.

COIT Director Matthias Jaime presented the policies for use of drones for the Department of Technology, Department of Public Works, Fire Department, Public Utilities Commission, Port of San Francisco, and Department of Recreation and Parks.

David Pilpel provided public comment in support of the policies as they were written.

After member discussion, all six policies were unanimously approved.

9. Public Comment

David Pilpel provided public comment to request posting of the pdf of the agenda and referring to page numbers of the presentation.

10. Adjournment

The meeting adjourned at 11:33 am.