



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, October 2, 2020

10:00 am – 12:00 pm

Online WebEx event

Members

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

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

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

Julia Dawson – Deputy Director, Public Works

Sailaja Kurella – Purchaser and Director, Contract Administration

Heather Green – Director, Capital Planning

Crispin Hollings – Chief Financial Officer, Sheriff's Department

Adrian Liu – Analyst, Mayor's Office

Michael Liang – CIO, Public Library

Ian Law – CIO, Airport

Todd Rydstrom – Deputy Controller, Controller's Office

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 10:04 am.

2. Roll call

Ken Bukowski

Carrie Bishop

Rachel Cukierman

Heather Green

Crispin Hollings

Adrian Liu

Michael Liang

Ian Law

Jeannie Wong (for Todd Rydstrom)

Tajel Shah

Matthias Jaime

COIT Staff

Emma Fernandez

Guests

Theresa Kao

Chia Ma

Daniel Hopkins

Gerald Villabroza

Justin Graham

Keith Kawas

Keith Miller

Linda Gerull

Michael Bahler

Rand Miyashiro

3. Approval of Minutes for March 6, 2020

The minutes were approved unanimously.

4. Department Updates & Announcements

Director of Capitol Planning Heather Green is moving to a new role at the San Francisco Public Library and will no longer be sitting on this committee.

The Treasurer and Tax Collector replacement of the tax system successfully went live.

5. Discussion: Review of Budget Changes in FY 2019-20 and FY 2020-21

COIT Director Matthias Jaime presented an overview of the projects that were funded through the COIT allocation in FY 2019-20 and FY 2020-21. In FY 2019-20 the COIT allocation was \$36.6 million and in FY 2020-21 the allocation was \$22.9 million.

6. Project Update: SF Budget, Performance Measurement, Projections & Reporting Project (Controller)

Ms. Theresa Kao presented an update on the Controller's Office Budget system project. The project is scheduled to replace the current budget system by the end of 2021 and will feature real time reporting tools.

7. Public Comment

There was no public comment.

8. Adjournment

The meeting adjourned at 10:34 am.