



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, November 19, 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, Board of Supervisors

Ben Rosenfield, Controller

Carol Isen, Acting Director, Department of Human Resources

Grant Colfax, Director, Department of Public Health

Harlan L. Kelly, Jr., Director, Public Utilities Commission

Michael Lambert, City Librarian, Public Library

Mary Ellen Carroll, Director, Department of Emergency Management

Ivar Satero, Director, San Francisco International Airport

Jeffry 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 10:02 am.

2. Roll call

Members Present

Naomi Kelly

Linda Gerull

Ashley Groffenberger (for Kelly Kirkpatrick)

Angela Calvillo (for Norman Yee)

Todd Rydstrom (for Ben Rosenfield)

Carol Isen

Eric Raffin (for Dr. Grant Colfax)

Eric Sandler (for Harlan Kelly)

Michael Lambert

Michelle Geddes (for Mary Ellen Carroll)

Ian Law (for Ivar Satero)

Lisa Walton (for Jeffrey Tumlin)
 Natalie Toledo (for Trent Rhorer)
 Charles Belle
 Nnena Ukuku

COIT Staff

Matthias Jaime
 Emma Fernandez
 Luke O'Neill

Guests

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|--------------------|------------------------|------------------|
| Alex Banh | Crispin Hollings | Kathy Perez |
| Carrie Bishop | Cynthia Ngo | Kirk Kirkpatrick |
| Dee Prasad | Dale Riley | Mathew Larson |
| Ken Bukowski | Daniel Hopkins | Matthew Hazlett |
| Andrea Lynn | David Pilpel | Michael Bahler |
| Adrian Liu | Georg Wolf | Michael Solomon |
| Alicia Gonzales | Gerald Villabroza | Mike Makstman |
| Andrew Broderick | Grace Enriquez-Ybanez | Paulo Salta |
| Andy Maimoni | Jade Wang | Rand Miyashiro |
| Benafsha Irani | Jane Lim | Roshen Sethna |
| Brad Taylor | Jerry Burdick | Sawn Ewing |
| Brian Roberts | Jo-Ann Hutchison Hill | Sherman Luk |
| Caylin Wang | John Reinecke | Tammy Lundy |
| ChiaYu Ma | Jon Asmussen | Taraneh Moayed |
| Christine Keener | Joseph Ramirez-Forcier | Will Goldberg |
| Christine Nath | Karla Suomala | |
| Christopher Larson | Kate Eppler | |

3. Approval of Meeting Minutes from October 15, 2020 (Action Item)

Mr. David Pilpel made public comment to ask for his name to be included in the list of guests in the minutes.

The minutes were approved.

4. Chair Update

City Administrator Naomi Kelly opened the meeting by highlighting the need for a digital transformation to make sure our services available, based on the finding shared in the last meeting that 192 out of 967 city services are designed to be mobile accessible.

Mr. David Pilpel provided public comment to note that public COIT members have a non-voting role.

5. CIO Update

Chief Information Officer Linda Gerull provided an update on the Department of Technology's work on the data center migration, COVID-19 response and DT employee

service. Ms. Dee Prasad gave an update on the Office of Civic Innovation's programming and invited departments or private partners interested in being part of the Spring 2021 Civic Bridge program to reach out for an application.

6. Discussion: Digital Equity in San Francisco

Digital Equity Manager Alex Banh provided an update on the work of the Mayor's Office of Digital Equity. Mr. Banh highlighted the digital transformation accelerated by COVID-19 and the digital divide in San Francisco. He gave an update on the fiber to housing project and on key community organization partners.

City Librarian Michael Lambert noted that thousands of San Franciscans are connecting to the Library's Wi-Fi network outside library branches.

Mr. David Pilpel and Mr. Andrew Broderick provided support for digital equity programs.

7. Discussion: Digital Services Strategy Update

Chief Digital Services Officer Carrie Bishop gave an update on the work of the Digital Services Team. The team has built new digital services in response to the COVID-19 pandemic, and created an information hub on sf.gov. Data from sf.gov shows that 60% of visits to the website are made on a mobile device, but only 20% of city services are designed for mobility. The Digital Services team focuses on accessibility and equity in design.

Mr. David Pilpel provided public comment on the layout of sf.gov.

8. Discussion: Civic Innovation Strategy Update

Interim Director Dee Prasad gave an update on the work of the Office of Civic Innovation. Ms. Prasad highlighted the work of the Civic Bridge and Startup-in-Residence programs, and emphasized the capacity and strategic expertise these programs can bring to city departments facing challenges like digitization of services.

Mr. David Pilpel provided public comment to request page numbers on the presentation slide deck, and to note challenges with the user interface of the controller vendor information system and the planning and public works search functions.

9. Public Comment

Mr. Brent Turner provided public comment on the open source voting task force.

10. Adjournment

The meeting adjourned at 11:45 am.