



Committee on Information Technology

Office of the City Administrator

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

Minutes

Budget and Performance Subcommittee Meeting City and County of San Francisco

Friday, December 4, 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 – Acting Purchaser and Director, Contract Administration

Crispin Hollings – Chief Financial Officer, Sheriff's Department

Andrea Lynn – 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

COIT Director Matthias Jaime called the meeting to order at 10:01 am.

2. Roll call

Carrie Bishop

Rachel Cukierman

Sailaja Kurella

Andrea Lynn

Michael Liang

Ian Law

Todd Rydstrom

Tajel Shah

Matthias Jaime

COIT Staff

Emma Fernandez

Guests

Ian Hart

Jeannie Wong

Caylin Wang

David Pilpel

Fan-Wa Wong

Hao Xie

Jade Wang

Janie Lee

Jeremy Pollock

Keith Miller

Pete Bonalos

Rand Miyashiro

Sunny Lakhmani

3. Approval of Minutes for October 2, 2020

The minutes were approved unanimously with an amendment to correct the spelling of Capital Planning.

Mr. David Pilpel expressed support for approval of the minutes with amendment to correct the spelling of Capital Planning.

4. Department Updates & Announcements

The office of the Treasurer-Tax Collector is working to update tax procedures, and provide exemptions and refunds based on the Mayor's orders in collaboration with Department of Technology and Digital Services.

The Controller's Office is working on efforts to move to online invoicing and payments, in collaboration with the Treasurer-Tax Collector.

Mr. David Pilpel made public comment to request development of standards for public involvement during public meetings across platforms.

5. FY 2020-21 & FY 2021-22 COIT Budget Allocation & Project Submissions

COIT Director Matthias Jaime presented an overview of the budget review process for technology project submissions.

6. Project Update: Human Resources Modernization Project – Department of Human Resources

Anne Marie Monroe and David Huebner presented an update on the implementation of the new applicant tracking system, one component of the ongoing technology project to update the City's hiring and recruitment processes.

Mr. David Pilpel made public comment to request explanation of acronyms in presentations.

7. Public Comment

Mr. David Pilpel made public comment to thank the committee.

8. Adjournment

The meeting adjourned at 10:51 am.