



# 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, April 15, 2021

10:00 am – 12:00 pm

WebEx event

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#### **Members**

Carmen Chu, City Administrator, Chair

Linda Gerull, Chief Information Officer, Department of Technology

Ashley Groffenberger, Budget Director, Mayor's Office

Shamann Walton, President, Board of Supervisors

Ben Rosenfield, Controller

Carol Isen, Acting Director, Department of Human Resources

Dr. Grant Colfax, Director, Department of Public Health

Michael Carlin, Acting Manager, 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**

Deputy City Administrator Ken Bukowski called the meeting to order at 10:03 am.

#### **2. Roll call**

##### **Members Present**

Ken Bukowski (for Carmen Chu)

Mike Makstman (for Linda Gerull)

Andrea Lynn (for Ashley Groffenberger)

Natalie Gee (for Shamann Walton)

Jack Wood (for Ben Rosenfield)

Kate Howard (for Carol Isen)

Eric Raffin (for Dr. Grant Colfax)

Eric Sandler (for Michael Carlin)

Michael Lambert

Michelle Geddes (for Mary Ellen Carroll)

Ian Law (for Ivar Satero)

Lisa Walton (for Jeffrey Tumlin)  
Crystal Chang (for Trent Rhorer)  
Charles Belle  
Nnena Ukuku

**COIT Staff**

Matthias Jaime  
Emma Fernandez  
Julia Chrusciel

**Guests**

Chris Geiger	Guy Clarke
Jenn Monnet	Heidi Hamilton
Daniella Menendez	Jade Wang-Angelastro
Michael Liang	John Reinecke
Angela Calvillo	Keith Kawas
Amy Garant	Kenneth Salmon
Andy Maimoni	Marty Spellman
Anne Trickey	Michael Solomon
Brad Baker	Mike Dougherty
Brad Taylor	Rishma Khimji
Dale Riley	Rodney Hughes
Dan Rozzano	Roland Tolosa
Drew Meyersieck	Taraneh Moayed
Gary Price	Wayne Li
Grace Ybanez	William Sanson-Mosier

**3. Approval of Meeting Minutes from March 18, 2021 (Action Item)**

The minutes were approved.

**4. Chair Update**

Deputy City Administrator Ken Bukowski thanked the committee for their work on the FY 2022-26 ICT Plan which was unanimously passed by the Board of Supervisors. The COIT website has migrated to [sf.gov](http://sf.gov) and committee members and members of the public can find all meeting information there at [sf.gov/coit](http://sf.gov/coit).

**5. CIO Update**

City Chief Information Security Officer Mike Makstman provided an overview of the Cybersecurity Team's work on protecting Operational Technology Systems such as building management systems.

**6. FY 2021-22 and FY 2022-23 COIT Allocation Recommendations (Action Item)**

COIT Director Matthias Jaime provided an overview of the COIT allocation levels and presented recommendations for project funding as well as approvals for technology projects not able to be funded through the COIT allocation.

Committee members unanimously approved the COIT allocation and project recommendations with an amendment to approve DHR's Citywide Connectivity Project and Critical Databases project.

## **7. Green Technology Policy Update (Action Item)**

Green Purchasing Manager Chris Geiger presented an update to the COIT Green Technology Purchasing Policy and results of the Department of the Environment's survey of IT purchasing managers. The updated policy updates the City's standard for computers, laptops, and monitors from EPEAT Bronze to EPEAT Gold level and adds the TCO Certification to the list of accepted qualifications.

The updated Green Purchasing Policy was unanimously approved.

## **8. Public Comment**

There was no public comment.

## **9. Adjournment**

The meeting adjourned at 10:48 am.