



# 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, November 5, 2021

10:00 am – 12:00 pm

Online WebEx event

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#### **Members**

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

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

Sailaja Kurella – Purchaser and Director, Contract Administration

Crispin Hollings – Chief Financial Officer, Sheriff's Department

Sally Ma – Analyst, Mayor's Office

Michael Liang – Chief Information Officer, Public Library

Ian Law – Chief Information Officer, Airport

Todd Rydstrom – Deputy Controller, Controller's Office

Tajel Shah – Chief Assistant Treasurer, Treasurer-Tax Collector

Ian Hart – Director of Finance and Administration, Department of Human Resources

#### **1. Call to Order by Chair**

Chair Ken Bukowski called the meeting to order at 10:03 am.

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

Ken Bukowski

Carrie Bishop

Sailaja Kurella

Crispin Hollings

Sally Ma

Michael Liang

Ian Law

Todd Rydstrom

Tajel Shah

Ian Hart

#### **COIT Staff**

Emma Fernandez

### **3. Approval of Minutes for March 19, 2021 (Action Item)**

The minutes were approved unanimously.

### **4. Department Updates & Announcements**

Deputy City Administrator Ken Bukowski announced that the City is hiring for the COIT Director role. Chief Assistant Treasurer Tajel Shah announced that the Treasurer-Tax Collector will be working with a new banking partner starting in fall 2022. Deputy Controller Todd Rydstrom updated the committee on the Controller's Office work on tracking and sharing annual progress reports for department racial equity plans.

### **5. Resolution Making Findings to Allow Teleconferenced Meetings Under California Government Code Section 54953(e) (Action Item)**

Deputy City Administrator Ken Bukowski introduced a resolution to allow the subcommittee to continue holding virtual meetings. The resolution was approved unanimously.

### **6. FY 2022-23 & FY 2023-24 COIT Budget Allocation and Project Review Plan (Discussion Item)**

Deputy City Administrator Ken Bukowski provided an overview of the COIT budget allocation and the process for receiving and reviewing project funding submissions for FY 2022-23 and FY 2023-24.

City CIO Linda Gerull made public comment to encourage prioritizing replacement of legacy systems with technology funding. Department of Technology operating expenses have been shifted out of the COIT allocation. T Mobile has extended their government phone plan.

Clerk of the Board of Supervisors Angela Calvillo made public comment to note that the Board of Supervisors received COIT funding for a legislative management system, but the contractor that was hired is in default. The Board will look to the expertise of other departments to assist with this system transition project.

### **7. Public Comment**

There was no public comment.

### **8. Adjournment**

The meeting adjourned at 10:51 am.