



# 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, February 17, 2022

10:00 am – 12:00 pm

WebEx Online 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, Director, Department of Human Resources  
Dr. Grant Colfax, Director, Department of Public Health  
Dennis Herrera, General 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  
Sheryl Davis, Executive Director, Human Rights Commission  
Angela Calvillo, Clerk, Board of Supervisors  
Charles Belle, Public Member  
Nnena Ukuku, Public Member

#### 1. Call to Order by Chair

Carmen Chu called the meeting to order at 10:07 am.

#### 2. Roll Call

##### Members

Carmen Chu  
Linda Gerull  
Ashley Groffenberger  
Sally Ma (for Ashley Groffenberger)  
Natalie Gee (for Shamann Walton)  
Todd Rydstrom (for Ben Rosenfield)  
Kate Howard (for Carol Isen)  
Eric Raffin (for Dr. Grant Colfax)  
Jennifer Hopkins (for Dennis Herrera)

Michael Lambert  
Michelle Geddes (for Mary Ellen Carroll)  
Ian Law (for Ivar Satero)  
Natalie Toledo (for Trent Rhorer)  
Angela Calvillo  
Nnena Ukuku

**COIT Staff**

Jillian Johnson  
Julia Chrusciel

**Guests**

Jade Wang-Angelastro Mike Makstman Brian Roberts John Reinecke Lawrence Chew Mathew Larson Dina Quesada Amanda Johnson Dale Riley	Michael Solomon Nav Madhwan Pete Bonalos Rebecca Mayer Sarah Burns Sean Finley Dyanna Volek Anna Duning	Wayne Li Will Goldberg Will Sanson-Mosier Chia Ma Guy Clarke Keaboka Molwane Carrie Bishop B. Taylor
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**3. Resolution Making Findings to Allow Teleconferenced Meetings Under California Government Code Section 54953 (e) (Action Item)**

Carmen Chu asked if the members wanted to bring the resolution to a vote. Ian Law brought this to a vote and Todd Rydstrom seconded the motion. The resolution was brought to a vote and approved unanimously.

**4. Approval of Meeting Minutes from November 18, 2021 (Action Item)**

The minutes of November 18, 2021 were approved without changes. Michael Lambert brought it to a vote and Ian Law seconded the motion. The item passed with unanimous approval.

**5. Chair Update**

Carmen Chu welcomed Jillian Johnson as COIT Director. Carmen also mentioned that COIT is hiring a new Policy Analyst and asked that the job posting be circulated to COIT Board Members.

**6. CIO Update**

Linda Gerull presented the CIO Update, which included budget priorities for the Department of Technology, broadband access for San Franciscans without access, and emergency systems updates for Ray Baum's Act compliance.

**7. Surveillance Technology Policy: Juvenile Probation Continuous Alcohol Monitoring Device (Action Item)**

Section 19B of the City & County of San Francisco's Administrative Code requires all departments with surveillance technologies to develop a Surveillance Impact Report and Surveillance Technology Policy for their ongoing authorized use. Each Surveillance Technology Policy must be approved by COIT before they are reviewed by the Board of Supervisors.

Maria McKee presented the Juvenile Probation Department's SCRAM CAM (Continuous Alcohol Monitoring) Device Technology Policy and Impact Report for review. A motion was made by Ian Law to approve the policy and it was seconded by Eric Raffin. The policy was approved unanimously.

**8. Surveillance Technology Policy: War Memorial Third-Party Camera (Action Item)**

The War Memorial Department deferred their presentation to the COIT members until the next COIT meeting due to unforeseen conflicts.

**9. Surveillance Technology Policy: Airport Third-Party Camera (Action Item)**

Keaboka Molwane and Guy Clarke presented the San Francisco International Airport's Third-Party Camera Technology Policy and Impact Report for review.

A motion was made by Ashley Groffenberger to approve the policy and it was seconded by Michael Lambert. The policy was approved unanimously.

**10. Discussion: FY 2022-23 and FY 2023-24 Budget Overview**

Jillian Johnson presented a high-level summary of project submissions and projected available funding, which included information about project submissions, future annual allocation forecasts and budget timelines.

Ashley Groffenberger left the meeting at 10:30am and Sally Ma assumed the Mayor's Office seat as a delegate.

**11. Public Comment**

There was no public comment.

**12. Adjournment**

The meeting adjourned at 10:52 am.