Draft Minutes
Committee on Information Technology Meeting

Friday, June 16, 2022
10:00 am – 12:00 pm
Webex Online Event

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
Jeffrey 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

Ken Bukowski called the meeting to order at 10:04 am.

2. Roll Call

Members Present
Ken Bukowski for Carmen Chu
Linda Gerull
Sally Ma for the Mayor's Office
Abe Evans for the Board of Supervisors
Todd Rydstrom for the Controller
Ian Hart for Department of Human Resources
Eric Raffin for Department of Public Health
Jennifer Hopkins for Public Utilities Commission
Michael Lambert

Mike Makstman
Michelle Geddes for Department of Emergency Management
Rene Leedeman
Lisa Walton for Municipal Transportation Agency
Natalie Toledo for Human Services Agency
Angela Calvillo

COIT Staff
Jillian Johnson
Julia Chrusciel

Guests

David Pilpel	Roland Tolosa	Georg Wolfl
Anonymous Anonymous	Wayne Li	Michael Bahler
Randle McClure	John Reinecke	Michael Solomon
Bill Kolb	Diego Guisande	Nahrein David
Jessica Hing	Dan Rozzano	Pete Bonalos
Jeff Choy	Edwina Wong	Rand Miyashiro
Will Goldberg	Will Sanson-Mosier	Cynthia Ngo
Jerry Burdick	Chia Ma	Mehran Entezari

3. General Public Comment

There was public comment.

4. Approval of Meeting Minutes from April 21, 2022 (Action Item)

Ken Bukowski asked if the COIT board members would bring the minutes to a vote. Linda Gerull brought the motion to a vote pending any necessary changes and Michael Lambert seconded the minutes.

The minutes of April 21, 2022 were approved without changes.

5. Chair Update

Ken Bukowski welcomed City Chief Information Security Officer Mike Makstman as a COIT member, as well as reminding the COIT members that an environmental survey regarding technological purchases and goods has been circulated and all departments are asked to complete and return this annual survey.

6. CIO Update

Linda Gerull presented the Chief Information Officer Update on behalf of the Department of Technology.

Ken Bukowski thanked Linda Gerull for her efforts in developing the criminal justice technology infrastructure and praised the changes as a major milestone for the courts and the judicial system.

7. Presentation on the Office of Cybersecurity

Chief Information Security Officer (CISO) Mike Makstman presented on the recently passed ordinance establishing the Office of Cyber Security and the CISO role on behalf of the Department of Cybersecurity.

Public comment was given.

8. Surveillance Technology Policy: Recreation and Parks Department Spotery Application (Action Item)

Jessica Hing and Jeff Choy presented the Spotery Application Technology Policy and Impact Report for review on behalf of the Recreation and Parks Department.

Todd Rydstrom asked if there were cameras and it was confirmed by the department that there were not.

Public comment was given.

Michael Lambert made a motion to recommend the policy to the Board of Supervisors and Michael Makstman seconded. The policy was unanimously approved.

9. Surveillance Technology Policy: Public Library Local Area Network (Action Item)

Randy McClure and Bill Kolb presented the Computer Time and Print Management Solution Policy and Impact Report for review on behalf of the Public Library.

Eric Raffin asked how the library ensured that sensitive information is protected, even for accidental exposure and if print jobs are purged if not picked up. Bill Kolb answered that user credentials are needed for the print job to come out of the machine and that all print jobs expire after 24 hours.

Public comments was given.

Michael Makstman recommended that the policy be approved and then move to the Board of Supervisors. Linda Gerull seconded. The motion was unanimously recommended to move to the Board of Supervisors.

10. Adjournment

The meeting adjourned at 10:59 am.