



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, January 19, 2023

10:00 am – 12:00 pm

WebEx Online Event

Members

Carmen Chu, City Administrator, Chair
Linda Gerull, Chief Information Officer, Department of Technology
Michael Makstman, Chief Information Security Officer, Department of Technology
Sophia Kittler, Director, Mayor's Office of Innovation
Aaron Peskin, President, Board of Supervisors
Angela Calvillo, Clerk, 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
Charles Belle, Public Member

1. Call to Order by Chair

Katharine Petrucione called the meeting to order at 10:04 AM. Jillian Johnson provided instruction on how to give public comment, and conducted the roll call.

2. Roll Call

Members Present

Katharine Petrucione for Carmen Chu, City Administrator, Chair
Linda Gerull, Chief Information Officer, Department of Technology
Michael Makstman, Chief Information Security Officer, Department of Technology
Sophia Kittler, Director, Mayor's Office of Innovation
Aaron Peskin, President, Board of Supervisors
Angela Calvillo, Clerk, Board of Supervisors
Todd Rydstrom for Ben Rosenfield, Controller
Kate Howard for Carol Isen, Director, Department of Human Resources

Eric Raffin for Dr. Grant Colfax, Director, Department of Public Health
 Jennifer Hopkins for Dennis Herrera, General Manager, Public Utilities Commission
 Michael Lambert, City Librarian, Public Library
 Michelle Geddes for Mary Ellen Carroll, Director, Department of Emergency Management
 Rene Leedeman for Ivar Satero, Director, San Francisco International Airport
 Lisa Walton for Jeffrey Tumlin, Director, Municipal Transportation Agency
 Natalie Toledo for Trent Rhorer, Executive Director, Human Services Agency
 Charles Belle, Public Member

COIT Staff

Jillian Johnson
 Julia Chrusciel
 Danny Thomas Vang
 Neil Dandavati

Guests

Kate Van Horne	Rohit Gupta	Alex Graham
Roland Tolosa	Michael Bahler	Calvin Yan
Steve Clark	Keith Kawas	Paul Peterson
Zhi Li	Matt Riley	Paul Yep
Will Sanson	Kait Hambly	Diana Aroche
Wayne Li	Grace Ybanez	
Dale Riley	ChiaYu Ma	
Cynthia Ngo	Andy Velasquez	

3. General Public Comment

Public commenter David Pilpel provided feedback on how they believe that SF.gov is not intuitive and has issues with its format; how future meetings should still have hybrid access; and how IT spending should be focused on projects/processes that save operating costs.

4. Approval of the Consent Agenda (Action Item)

4.1 Resolution Making Findings to Allow Teleconferenced Meetings under California Government Code Section 54953(e)

4.2 Approval of Meeting Minutes from November 17, 2022

There was no public comment.

The resolution and minutes of November 17, 2022 were approved unanimously by Katharine Petrucione, Linda Gerull, Michael Makstman, Sophia Kittler, Aaron Peskin, Angela Calvillo, Todd Rydstrom, Kate Howard, Eric Raffin, Jennifer Hopkins, Michael Lambert, Michelle Geddes, Rene Leedeman, Lisa Walton, and Natalie Toledo.

5. Surveillance Technology Policy - Fine Arts Museum - Security Cameras - Camera Management and Video Monitoring System - (Action Item)

Paul Peterson presented their Camera Management and Video Monitoring System Surveillance Technology Policy and Surveillance Impact Report for review.

Aaron Peskin recommended clarifying which specific law enforcement departments may receive data from the cameras, such as the District Attorney and the Police Department.

Public comment was opened and David Pilpel asked how data sharing would work amongst city staff versus non-city staff, as they believe that the Fine Arts Museum has a combination of both types of employees.

Aaron Peskin initiated a motion approving the policy to move forward for review by the Board of Supervisors. Sophia Kittler seconded.

The motion passed unanimously by roll call vote. Katharine Petrucione, Linda Gerull, Michael Makstman, Sophia Kittler, Aaron Peskin, Angela Calvillo, Todd Rydstrom, Kate Howard, Eric Raffin, Jennifer Hopkins, Michael Lambert, Michelle Geddes, Rene Leedeman, Lisa Walton, and Natalie Toledo voted aye.

6. Review and Approve 19B Annual Surveillance Report Resolution (Action Item)

Jillian Johnson presented the 19B Annual Surveillance Report Resolution to the Committee on Information Technology.

Aaron Peskin requested that the Police Department provide more details on the following, and to include them in their memo to the board.

- Explanation of how the policy violations are a result of the gap in time it took to distribute the notification on the facial recognition ban
- Explanation of how the third and fourth cases are related to the same incident, and that all four cases are linked to two individuals
- Plans for remediation moving forward, such as: trainings, required readings, and future notification to members

Katharine Petrucione asked the Police Department to work with COIT Staff on these items. Todd Rydstrom recommended providing more guidance on what information is required and which ones are not, as there were inconsistencies across departments around: public information requests, inventory, costs, complaints, and violations.

Public comment was opened and David Pilpel recommended to include a cross-reference list for technology for each department and the number of pending policies in the cue.

Aaron Peskin initiated a motion approving the report to be submitted to the Board of Supervisors. Sophia Kittler seconded. The motion passed unanimously by roll call vote. Katharine Petrucione, Linda Gerull, Michael Makstman, Sophia Kittler, Aaron Peskin, Angela Calvillo, Todd Rydstrom, Kate Howard, Eric Raffin, Jennifer Hopkins, Michael Lambert, Michelle Geddes, Rene Leedeman, Lisa Walton, and Natalie Toledo voted aye.

7. Review the 5-Year ICT Plan Draft Outline

Jillian Johnson presented a draft outline of the FY2024-2028 5-Year ICT Plan for discussion by the Committee.

Angela Calvillo and Kate Howard asked clarification questions on the second-year budget, individual department trends, determination criteria when looking at other funding streams available to departments, and funding opportunities for departments who have not submitted proposals in the last five years. Michael Makstman suggested to conduct a deeper analysis of projects costing under \$100,000.

Public comment was taken and David Pilpel recommended including a section on the city's telecommunications strategy in the ICT Plan.

8. Chair Update

Katharine Petrucione introduced Aaron Peskin as a new member of the board, and announced that the emergency order for COVID-19 will end at the end of February 2023. In-person meetings will be held in City Hall Room 305 starting in March.

There was no public comment.

9. CIO Update

Linda Gerull presented on ChatGPT and its potential application in the government space, as well as provided an update on the Cloud Center of Excellence.

There was no public comment.

10. Adjournment

The meeting adjourned at 11:33 AM.