



Notice

Regular Meeting of the Committee on Information Technology City and County of San Francisco

Thursday, September 21, 2023

10:00 am – 12:00 pm

City Hall Room 305

Meeting will also be broadcast online via WebEx event.

To view the online presentation, join the meeting using this link:

<https://sfpublic.webex.com/sfpublic/j.php?MTID=m49842c0738daf2e62d4b7c6d6b60c616>

Members of the public may use email address coit.staff@sfgov.org to join the WebEx meeting if needed.

If you wish to offer public comment, call in to phone number 415-655-0001 using access code 2663 759 6082, webinar password COIT (2648 from video systems), and press *3.

Agenda

1. Call to Order by Chair

2. Roll Call:

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

3. General Public Comment

4. Approval of the Meeting Minutes from June 15, 2023 (Action Item)

5. Review and Approve the Citywide Mobile Device Policy – (Action Item)

The Department of Technology's Office of Cybersecurity will present their Mobile Device Policy that was developed in order to help manage mobile devices, such as smartphones and tablets, used for City business and to protect City data.

6. Review Surveillance Technology Policy - Fire Department - Social Media Monitoring Technology - Social Media Monitoring Software - (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.

The Fire Department will present their Social Media Monitoring Software Surveillance Technology Policy and Surveillance Impact Report for review.

7. Review Surveillance Technology Policy - Police Department - Data Forensics Technology - Data Extraction Tool for Computers and Cell Phones - (Action Item)

The Police Department will present their Data Extraction Tool for Computers and Cell Phones Surveillance Technology Policy and Surveillance Impact Report for review.

8. Review Amendments to Surveillance Technology Policy - Police Department - Automated License Plate Reader (Action Item)

The Police Department will present amendments to their Automated License Plate Reader Surveillance Technology Policy. Their current policy was approved by the Committee on January 21, 2021 and later adopted by the Board on July 27, 2021.

9. Chair Update

10. CIO Update

11. Adjournment

Sunshine Ordinance

Know Your Rights Under the Sunshine Ordinance

(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review.

For more information on your right under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force.

Sunshine Ordinance Task Force
City Hall, Room 244
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4689
Phone: (415) 554-7724, Fax: (415) 554-5784
E-mail: sotf@sfgov.org

Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Ordinance Task Force, at the San Francisco Public Library, and on the City's website at <http://www.sfgov.org>.

Accessible Meeting Information: COIT encourages participation by persons with disabilities. Meeting locations are wheelchair accessible. To request an accommodation such as real time captioning, ASL interpretation, materials and handouts in electronic format or other accommodations, please contact (415) 554-4568 or coit.staff@sfgov.org. Providing at least 72 hours advance notice will help to ensure availability.

Individuals who influence or attempt to influence local policy or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Governmental Conduct Code sections 2.100 – 2.160) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102, telephone (415) 252-3100, fax (415) 252-3112 and website: <http://www.sfgov.org/ethics>.