CITY AND COUNTY OF SAN FRANCISCO - JUSTIS EXECUTIVE COUNCIL
MEETING MINUTES

JUSTIS Executive Council Meeting
Date and Time: March 7, 2023, at 2:00 PM
Location: City Hall, Room 201 and Virtual Meeting via Teams

PRESENT:

- Carmen Chu, Chair
- Linda Gerull (TIS)
- Rohit Gupta (TIS)
- Kevin Ling (TIS)
- Carlo van Veggel (TIS)
- Chief William Scott (POL)
- Bella Fudym (ADP)
- Eugene Clenendin (DAT)
- Ivy Lee (MYR)
- Paul Miyamoto (SHF)
- Manohar Raju (PDR)

1. Call to Order
   The meeting was called to order at 2:05 pm.
   Roll call performed. A quorum was present

2. Approval of Meeting Minutes of December 30. 2022
   December 6th 2022 Meeting Minutes were approved.

3. Public Comment
   There was no public comment.

4. Executive Sponsor Update: City Administrator
   City Administrator Carmen Chu provided an update on the current priorities of the City
   Administrator's Office

5. Bylaws
   A proposal was put forward by JUSTIS which if implemented, would change the rules for
   quorum and meeting frequency. The purpose was to address the fact that over 50% of
   JUSTIS committee meetings since January 2021 failed to establish quorum. Three options
   were presented and one was recommended by JUSTIS.

- 1. Encourage each voting agency to appoint a representative(s) to attend the advisory committees – since quorum challenges have been presented, committee attendance has not increased.
- 2. Reduce frequency of meetings for the four subcommittees.
- 3. RECOMMENDATION: Amend the bylaws to reduce advisory committees' voting memberships from 11 to 7 agencies that contribute data to JUSTIS – this change will only require 4 voting agencies to attain quorum.

This was only a discussion item. No action was taken. That will occur at the next JUSTIS meeting.

6. Gartner Update
Joe Siegel of Gartner provided an update on the current progress of the 5-year modernization roadmap tasks, progress, and milestones. This included future vision to establish best data practices and what agencies can do to help with data collection and sharing.

7. Introduction – Rohit Gupta, CTO Enterprise Applications – JUSTIS Division
Welcome to DT! Rohit provided a brief introduction and discussed his prior experience in enterprise apps and prior projects. His expressed goal is to relook at the roadmap for 2023 and beyond, as the prior one was completed in 2019.

8. JUSTIS Program Status & Next Actions
Kevin Ling provided JUSTIS Operations updates. This included an update on the custom load balancer, POL MACR reports, and the messages from the Courts.

Carlo van Veggel also spoke at great length on his thoughts regarding the direction for the DCOE.

9. **Advisory Committees Update**
Architecture and Data Sharing – Chair Martin Okumu
Given the time constraints, Martin spoke briefly on updates from Data & Architecture, including the FY22-23 accomplishments and FY23-24 workplan. He also discussed how the committee will achieve the FY23-24 goals.

Adjournment
The meeting adjourned at 3:00 PM. Next meeting is TBA.