



# Committee on Information Technology

Office of the City Administrator

San Francisco City Hall, 1 Dr. Carlton B. Goodlett Place, Suite 352

## Draft Minutes

COIT Privacy and Surveillance Advisory Board Meeting  
City and County of San Francisco

**Thursday, July 25, 2024**

1:30 PM – 3:30 PM

City Hall Room 305 and Webex Online Event

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### Members

Mike Makstman – Chair, City Chief Information Officer, Executive Director, Department of Technology

Guy Clarke – IT Governance Director, San Francisco International Airport

Mikela Clemmons – Technical Director, Digital and Data Services

Jane Gong – Deputy Chief Digital Services Officer, Digital and Data Services

Tania Jogesh – Senior Data Scientist, Digital and Data Services

Molly Peterson – Contract Reform Manager, Office of the City Administrator

Georg Wolf – IT Audit Manager, Controller's Office

### 1. Call to Order by Chair

Mike Makstman called the meeting to order at 1:36 PM and provided instructions on how to give public comment and started the roll call.

### 2. Roll Call

Mike Makstman – Chair, City Chief Information Officer, Executive Director, Department of Technology

Guy Clarke – IT Governance Director, San Francisco International Airport

Jane Gong – Deputy Chief Digital Services Officer, Digital and Data Services

Molly Peterson – Contract Reform Manager, Office of the City Administrator

Georg Wolf – IT Audit Manager, Controller's Office

### COIT Staff

Julia Chrusciel

Danny Thomas Vang

Damon Daniels

### 3. General Public Comment

There was no public comment.

**4. Approval of Meeting Minutes from June 27, 2024 (Action Item)**

There was no public comment.

Molly Peterson made a motion to approve the minutes, Guy Clarke seconded.

The minutes were approved by Mike Makstman, Guy Clarke, Jane Gong, Molly Peterson, and Georg Wolfl.

**5. Department Updates & Announcements**

Mike Makstman let the subcommittee know that the COIT Director hiring process is still in motion.

**6. Surveillance Technology Policy Amendments Review: Social Media Monitoring Technology (Action Item)**

Paul Peterson presented on behalf of the Fine Arts Museum on their Social Media Monitoring Software Multidepartmental Amendments.

There was no public comment.

Molly Peterson made a motion to move this item forward with changes to COIT, Georg Wolfl seconded.

The motion was approved by Mike Makstman, Guy Clarke, Jane Gong, Molly Peterson, and Georg Wolfl.

**7. Surveillance Technology Policy Review: Location Management Technology (Action Item)**

Asja Steeves presented on behalf of the Police Department on their Electronic Location Tracking Devices.

There was no public comment.

Georg Wolfl made a motion to move this item forward to COIT pending an update to the impact report, Guy Clarke seconded.

The motion was approved by Mike Makstman, Guy Clarke, Jane Gong, Molly Peterson, and Georg Wolfl.

**8. Adjournment**

The meeting adjourned at 2:00 PM.