



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, February 22, 2024

1:30 PM – 3:30 PM

City Hall Room 305 and Webex Online Event

Members

Mike Makstman – Chair, Interim 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

Michelle Littlefield – Chief Data Officer, 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 3:11 PM, provided instruction on how to give public comment, and conducted the roll call.

2. Roll call

Mike Makstman – Chair, Interim 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

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 January 25, 2024 (Action Item)

There was no public comment.

Guy Clarke made a motion to approve the minutes, Georg Wolfli seconded.

The minutes were approved by Mike Makstman, Guy Clarke, Mikela Clemmons, Jane Gong, and Georg Wolfli.

5. Department Updates & Announcements

Mike Makstman announced that COIT is looking for a new director, and asked subcommittee members to pass along the news to relevant contacts.

6. Surveillance Technology Policy Review: Web Content Filtering Technology (Action Item)

Shane Thomas, Cindy Aguilar, and Elisa Baeza presented on behalf of the Juvenile Probation Department on their Web Filtering Software.

There was no public comment.

Jane Gong made a motion to move this item forward to COIT, Guy Clarke seconded.

The motion was approved by Mike Makstman, Guy Clarke, Mikela Clemmons, Jane Gong, and Georg Wolfli.

7. Surveillance Technology Policy Review: Camera, Non-Security (Action Item)

Sohail Warsi, Robert Miller, and Shannon Hagon presented on behalf of the Municipal Transportation Agency on their Automated Speed Enforcement Camera.

There was no public comment.

Mikela Clemmons made a motion to move this item forward to COIT, Georg Wolfli seconded.

The motion was approved by Mike Makstman, Guy Clarke, Mikela Clemmons, Jane Gong, and Georg Wolfli.

8. Adjournment

The meeting adjourned at 3:55 PM.