



Notice

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

Friday, August 26, 2022

9:00 am – 11:00 am

Meeting will be broadcast online via WebEx event

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

<https://ccsf.webex.com/ccsf/onstage/g.php?MTID=e8a3b824288ba40e6240ca18af599dda3>

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 2494 690 3411.

Agenda

1. Call to Order by Chair

2. Roll Call:

Mike Makstman – Chair, Chief Information Security Officer, Office of Cybersecurity

Guy Clarke – IT Governance Director, San Francisco International Airport

Mark de la Rosa – Director of Audits, City Service Auditor, Controller's Office

Jillian Johnson – Director, Committee on Information Technology

Michelle Littlefield – Chief Data Officer, Data SF and Digital Services

Taraneh Moayed – Assistant Director, Office of Contract Administration

Nnena Ukuku – Public Member

3. Approval of the Consent Agenda (Action Item)

All matters listed hereunder constitute a Consent Calendar, are considered to be routine action items by the Committee on Information Technology, and may be acted upon by a single roll call vote of the Committee. There will be no separate discussion of these items unless a member of the Committee, the public, or staff so requests, in which event the matter shall be removed from the Consent Calendar and considered as a separate item at this or a future hearing.

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

3.2 Approval of Meeting Minutes from July 8, 2022

4. Department Updates & Announcements

5. Project Update: STP and SIR Template Updates

Privacy Analyst Julia Chrusciel will present on COIT departmental edits to improve the Surveillance Technology Policy and Surveillance Impact Report templates.

6. Surveillance Technology Policy Review: Location Management Systems (Action Item)

The following department will return to present changes to its policy for the ongoing use of:

- Airport: Application-Based Commercial Transport

7. Surveillance Technology Policy Review: Social Media Monitoring Technology (Action Item)

The following department will present its policy for the ongoing use of:

- Human Services Agency: Social Media Monitoring Software

8. Surveillance Technology Policy Review: Cameras, Non-Security (Action Item)

The following department will present its policy for the ongoing use of:

- Recreation and Parks: People Counting System

9. Public Comment

10. 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) 554-4577 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>.