



Committee on Information Technology

Office of the City Administrator

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

Minutes

Budget and Performance Subcommittee Meeting City and County of San Francisco

Friday, November 4, 2022

10:00 am – 12:00 pm

Webex Online Event

Members

Katie Petrucione – Chair, Deputy City Administrator/CFO, City Administrator's Office

Cyd Harrell – Chief Digital Services Officer, City Administrator's Office

Sailaja Kurella – Purchaser and Director, Contract Administration

Crispin Hollings – Chief Financial Officer, Sheriff's Department

Sally Ma – Analyst, Mayor's Office

Jason Blandon – Chief Information Officer, Public Library

Ray Ricardo – Acting Chief Information Officer, Airport

Todd Rydstrom – Deputy Controller, Controller's Office

Tajel Shah – Chief Assistant Treasurer, Treasurer-Tax Collector

Mike Cotter – Director of Finance and Administration, Department of Human Resources

Jillian Johnson – Director, Committee on Information Technology

1. Call to Order by Chair

Katie Petrucione called the meeting to order at 10:03 AM. Jillian Johnson provided instruction on how to give public comment, and conducted the roll call.

2. Roll call

Katie Petrucione – Chair, Deputy City Administrator/CFO, City Administrator's Office

Cyd Harrell – Chief Digital Services Officer, City Administrator's Office

Sailaja Kurella – Purchaser and Director, Contract Administration

Jason Blandon – Chief Information Officer, Public Library

Sophia Hom in for Ray Ricardo – Acting Chief Information Officer, Airport

Jeannie Wong in for Todd Rydstrom – Deputy Controller, Controller's Office

Mike Cotter – Director of Finance and Administration, Department of Human Resources

Jillian Johnson – Director, Committee on Information Technology

COIT Staff

Neil Dandavati

Julia Chrusciel

Danny Thomas Vang

Guests

Chia Yu Ma Karen Hong Keith Kawas Martin Okumu Nahrein David Payal Desai	Rand Miyashiro Wayne Li	
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3. General Public Comment

There was no public comment.

4. Approval of the Consent Agenda (Action Item)

- 4.1 Resolution Making Findings to Allow Teleconferenced Meetings under California Government Code Section 54953(e)
- 4.2 Approval of Meeting Minutes from April 15th, 2022

Jillian Johnson made a motion to approve, Cyd Harrell seconded.

The consent agenda was brought to a vote and approved unanimously (votes listed below):

- Katie Petrucione: Yes
- Cyd Harrell: Yes
- Sailaja Kurella: Yes
- Jason Blandon: Yes
- Sophia Hom: Yes
- Jeannie Wong: Yes
- Mike Cotter: Yes
- Jillian Johnson: Yes

5. Department Updates & Announcements

Jillian Johnson introduced Neil Dandavati, the new Technology Portfolio Manager for COIT.

6. Update to the 5 Year Information Communication Technology (ICT) Plan for FY2024- 2028

Jillian Johnson reviewed the timeline for updating the 5 Year ICT Plan, discussed potential revisions to the City's ICT goals, and inquired with the Subcommittee for potential projects to highlight in the plan.

There was no public comment.

7. Review the COIT Budget Process for FY2023-2025

Jillian Johnson and Neil Dandavati presented the timeline for the FY2023-2025 COIT budget process and discussed key objectives for the application process.

Katie Petrucione suggested that the application process should prompt departments to think about the long-term sustainability and maintenance of projects (such as staffing and licensing costs). Jillian Johnson stated that there is a question in the application that touches upon

similar sentiments; however, there might be a more clear and targeted way of communicating this.

There was no public comment.

8. Adjournment

The meeting adjourned at 10:48 AM.