

File No. 210677

Committee Item No. 4

Board Item No. _____

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Rules Committee

Date July 26, 2021

Board of Supervisors Meeting

Date _____

Cmte Board

- Motion
- Resolution
- Ordinance
- Legislative Digest
- Budget and Legislative Analyst Report
- Youth Commission Report
- Introduction Form
- Department/Agency Cover Letter and/or Report
- Memorandum of Understanding (MOU)
- Grant Information Form
- Grant Budget
- Subcontract Budget
- Contract/Agreement
- Form 126 - Ethics Commission
- Award Letter
- Application
- Form 700
- Vacancy Notice
- Information Sheet
- Public Correspondence

OTHER (Use back side if additional space is needed)

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Completed by: Victor Young

Date July 22, 2021

Completed by: _____

Date _____

1 [Administrative Code - Composition of Committee on Information Technology (COIT)]

2

3 **Ordinance amending the Administrative Code to add the Clerk of the Board of**
 4 **Supervisors and the Executive Director of the Human Rights Commission as**
 5 **permanent members of the Committee on Information Technology (COIT).**

6 NOTE: **Unchanged Code text and uncodified text** are in plain Arial font.
 7 **Additions to Codes** are in *single-underline italics Times New Roman font*.
 8 **Deletions to Codes** are in *strikethrough italics Times New Roman font*.
 9 **Board amendment additions** are in double-underlined Arial font.
 10 **Board amendment deletions** are in ~~strikethrough Arial font~~.
 11 **Asterisks (* * * *)** indicate the omission of unchanged Code
 12 subsections or parts of tables.

13 Be it ordained by the People of the City and County of San Francisco:

14 Section 1. Chapter 22A of the Administrative Code is hereby amended by revising
 15 Section 22A.3, to read as follows:

16 **SEC. 22A.3. COMMITTEE ON INFORMATION TECHNOLOGY.**

17 **Establishment and Composition.** There is hereby created a Committee on
 18 Information Technology (COIT).

19 (a) COIT shall be composed of ~~five (5)~~seven permanent members consisting of the
 20 Mayor, the President of the Board of Supervisors, the Controller, the City Administrator, the
 21 Clerk of the Board of Supervisors, the Executive Director of the Human Rights Commission, and the
 22 CIO, or their designees. The Mayor, the President of the Board of Supervisors, the Controller,
 23 the City Administrator, the Clerk of the Board of Supervisors, the Executive Director of the Human
 24 Rights Commission, and the CIO, shall elect a Chair, who shall serve for a ~~2~~two-year term. All of
 25 the permanent members of COIT shall be eligible to serve as Chair. Five additional
 Department Heads shall be recommended by the Chair and approved by the permanent


BOARD of SUPERVISORS



City Hall
1 Dr. Carlton B. Goodlett Place, Room 244
San Francisco 94102-4689
Tel. No. 554-5184
Fax No. 554-5163
TDD/TTY No. 554-5227

MEMORANDUM

TO: Matthias Jamie, Committee on Information Technology
Angela Calvillo, Clerk of the Board of Supervisors
Sheryl Evans Davis, Director, Human Rights Commission

FROM: Victor Young, Assistant Clerk 

DATE: June 14, 2021

SUBJECT: LEGISLATION INTRODUCED

The Board of Supervisors' Rules Committee received the following proposed legislation:

File No. 210677

Ordinance amending the Administrative Code to add the Clerk of the Board of Supervisors and the Executive Director of the Human Rights Commission as permanent members of the Committee on Information Technology (COIT).

If you have comments or reports to be included with the file, please forward them to me at the Board of Supervisors, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102 or by email at: victor.young@sfgov.org.



City and County of San Francisco

Master Report

City Hall
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4689

File Number: 210677 **File Type:** Ordinance **Status:** 30 Day Rule

Enacted: _____ **Effective:** _____

Version: 1 **In Control:** Rules Committee

File Name: Administrative Code - Composition of Committee on Information Technology (COIT) **Date Introduced:** 06/08/2021

Requester: _____ **Cost:** _____ **Final Action:** _____

Comment: _____ **Title:** Ordinance amending the Administrative Code to add the Clerk of the Board of Supervisors and the Executive Director of the Human Rights Commission as permanent members of the Committee on Information Technology (COIT).

Sponsors: Walton; Preston, Haney, Mar, Chan, Ronen and Peskin

History of Legislative File 210677

Ver	Acting Body	Date	Action	Sent To	Due Date	Result
1	President	06/08/2021	ASSIGNED UNDER 30 DAY RULE	Rules Committee	07/08/2021	

1 [Administrative Code - Composition of Committee on Information Technology (COIT)]

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14 Section 1. Chapter 22A of the Administrative Code is hereby amended by revising
 15 Section 22A.3, to read as follows:

16 **SEC. 22A.3. COMMITTEE ON INFORMATION TECHNOLOGY.**

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 24 Rights Commission, and the CIO, shall elect a Chair, who shall serve for a ~~2~~two-year term. All of
 25 the permanent members of COIT shall be eligible to serve as Chair. Five additional
 Department Heads shall be recommended by the Chair and approved by the permanent

Introduction Form

By a Member of the Board of Supervisors or Mayor

Time stamp
or meeting date

I hereby submit the following item for introduction (select only one):

- 1. For reference to Committee. (An Ordinance, Resolution, Motion or Charter Amendment).
- 2. Request for next printed agenda Without Reference to Committee.
- 3. Request for hearing on a subject matter at Committee.
- 4. Request for letter beginning : "Supervisor inquiries"
- 5. City Attorney Request.
- 6. Call File No. from Committee.
- 7. Budget Analyst request (attached written motion).
- 8. Substitute Legislation File No.
- 9. Reactivate File No.
- 10. Topic submitted for Mayoral Appearance before the BOS on

Please check the appropriate boxes. The proposed legislation should be forwarded to the following:

- Small Business Commission
- Youth Commission
- Ethics Commission
- Planning Commission
- Building Inspection Commission

Note: For the Imperative Agenda (a resolution not on the printed agenda), use the Imperative Form.

Sponsor(s):

Walton, Preston, Haney, Mar, Chan, Ronen

Subject:

Administrative Code - Composition of Committee on Information Technology (COIT)

The text is listed:

Ordinance amending the Administrative Code to add the Clerk of the Board of Supervisors and the Executive Director of the Human Rights Commission as permanent members of the Committee on Information Technology (COIT).

Signature of Sponsoring Supervisor: /s/ Shamann Walton

For Clerk's Use Only

From: [Gee, Natalie \(BOS\)](#)
To: [BOS Legislation, \(BOS\)](#)
Cc: [Walton, Shamann \(BOS\)](#); [PEARSON, ANNE \(CAT\)](#); [Smeallie, Kyle \(BOS\)](#); [Zou, Han \(BOS\)](#); [Wright, Edward \(BOS\)](#); [Fregosi, Ian \(BOS\)](#); [Beinart, Amy \(BOS\)](#)
Subject: Walton - Introduction - Administrative Code - Composition of Committee on Information Technology (COIT)
Date: Tuesday, June 8, 2021 3:54:58 PM
Attachments: [01510155.DOCX](#)
[Walton - Introduction Form - COIT.pdf](#)

Good afternoon Clerk Team,

Attached is President Walton's legislation to expand the Committee on Information and Technology and introduction form. From Deputy City Attorney Anne Pearson, because it is only two pages, it does not require a legislative digest.

I've CC'ed President Walton and Deputy City Attorney Anne Pearson to confirm their signatures.

Please let me know if you need anything else.

Natalie Gee 朱凱勤, Chief of Staff
Supervisor Shamann Walton, District 10
President, Board of Supervisors
1 Dr. Carlton B. Goodlett Pl, San Francisco | Room 282
Direct: 415.554.7672 | **Office:** 415.554.7670

From: Pearson, Anne (CAT) <Anne.Pearson@sfcityatty.org>
Sent: Tuesday, June 08, 2021 1:45 PM
To: Gee, Natalie (BOS) <natalie.gee@sfgov.org>
Cc: Calvillo, Angela (BOS) <angela.calvillo@sfgov.org>
Subject: RE: COIT Amendment Legislation

Hi Natalie,

Good news! I was able to get the legislation reviewed in time for introduction today. It is attached and approved as to form. Because it is only two pages it does not require a legislative digest.

Thanks,
Anne

Anne Pearson – available by cell phone at 646-241-7670
Deputy City Attorney
Office of the City Attorney
1 Dr. Carlton B. Goodlett Place, Suite 234
San Francisco, CA 94102
Tel: (415) 554-4706
anne.pearson@sfcityatty.org

Attorney-Client Communication - Do Not Disclose
Confidential Attorney-Work Product - Do Not Disclose

1 [Administrative Code - Composition of Committee on Information Technology (COIT)]

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