

orig:Joy

Office of the Mayor  
City & County of San Francisco



Gavin Newsom

January 3, 2011

Ms. Angela Calvillo  
Clerk of the Board of Supervisors  
San Francisco Board of Supervisors  
City Hall, 1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102

RECEIVED  
BOARD OF SUPERVISORS  
SAN FRANCISCO  
2011 JAN - 5 AM 8:16  
BY: [Signature]

Re: Notice of Transfer of Function under Charter Section 4.132

Dear Madam Clerk:

This letter constitutes a notice to the Board of Supervisors under Charter Section 4.132 of a transfer of function between departments within the Executive Branch. Specifically, eight personnel supporting the Justice Tracking Information System (JUSTIS) project and operations will be transferred from the Department of Technology (DT) to the Department of Administrative Services. These positions include:

- 1.0 FTE, 1043 IS Engineer-Senior
- 1.0 FTE, 1064 IS Programmer Analyst-Principal
- 1.0 FTE, 1053 IS Business Analyst-Senior
- 3.0 FTE, 1054 IS Business Analyst-Principal
- 1.0 FTE, 0941 Manager VI
- 1.0 FTE, 1070 IS Project Director

A few years ago DT's mission changed to focus on the implementation and maintenance of enterprise-wide infrastructure and applications. As a result, DT has gradually transferred control of department-specific projects and operations over to those departments.<sup>1</sup> This transfer will give the City Administrator direct control over JUSTIS so that he may oversee project management and advocate for the resources necessary to see it through to completion. However, DT will continue to provide any additional technical support that may be required.

Sincerely,

[Signature]  
Gavin Newsom  
Mayor

cc: Members of the Budget and Finance Committee; Harvey Rose; and the Controller

<sup>1</sup> Examples include the transfer of support staff to the Police Department, Department of Emergency Management and Department of Administrative Services.