

Date: May 13, 2008

Item No. 1
File No. _____

SUNSHINE ORDINANCE TASK FORCE
COMPLAINT COMMITTEE
AGENDA PACKET CONTENTS LIST*

- Draft Minutes: Complaint for April 8, 2008**
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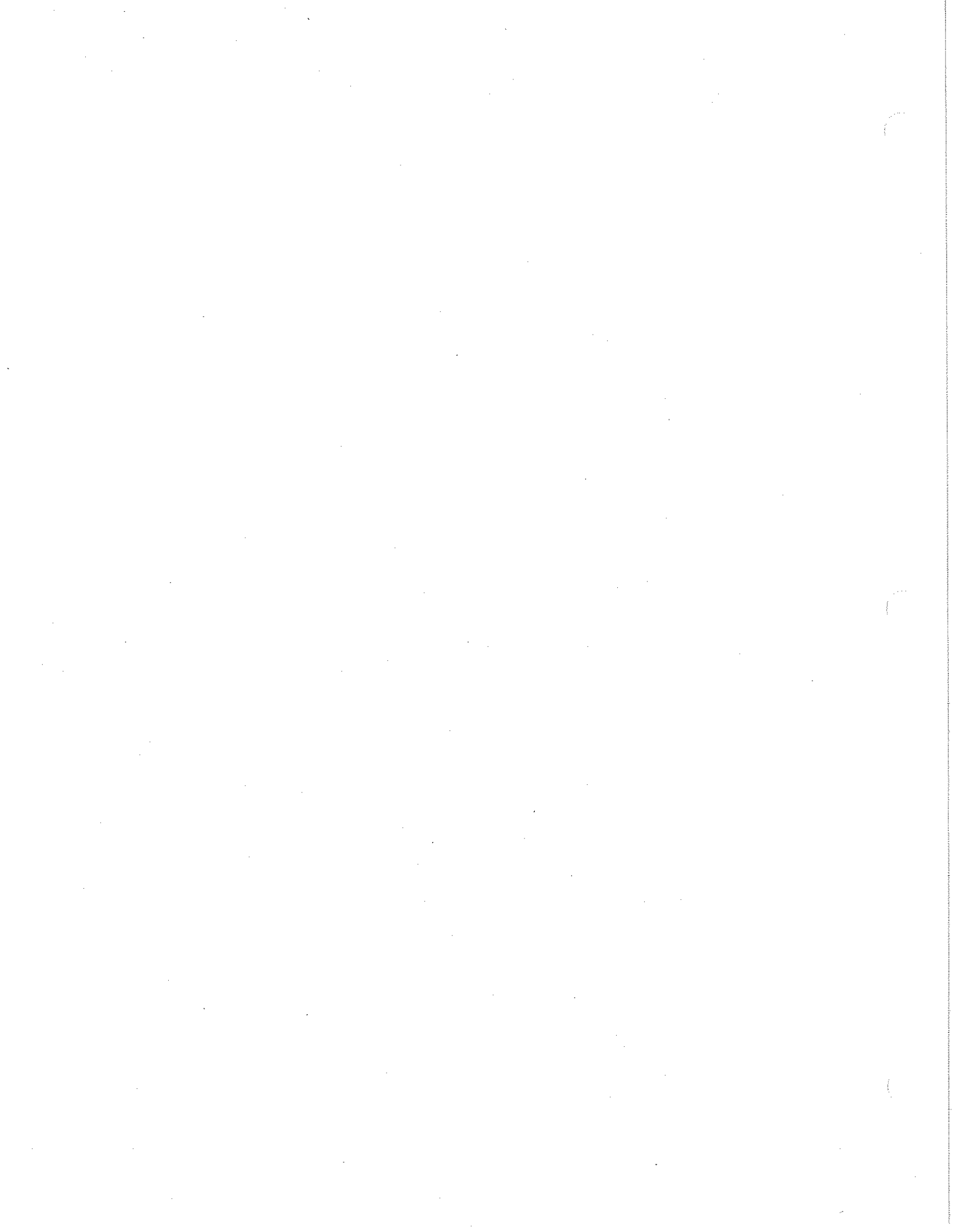
Completed by: Chris Rustom

Date: May 8, 2008

***This list reflects the explanatory documents provided**

~ Late Agenda Items (documents received too late for distribution to the Task Force Members)

** The document this form replaces exceeds 25 pages and will therefore not be copied for the packet. The original document is in the file kept by the Administrator, and may be viewed in its entirety by the Task Force, or any member of the public upon request at City Hall, Room 244.



Sunshine Ordinance Task Force



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**SUNSHINE ORDINANCE TASK FORCE
COMPLAINT COMMITTEE
DRAFT MINUTES
Tuesday, April 8, 2008
4:00 p.m., City Hall, Room 406**

Committee Members: Sue Cauthen, Chair; Kristin Chu, Nicholas Goldman

Call to Order: 4:04 p.m.

Roll Call: **Present:** Cauthen, Chu, Goldman

Agenda Changes: None

Deputy City Attorney: Ernie Llorente
Clerk Chris Rustom

1. Approval of minutes of March 11, 2008.

Speakers: None

Motion approving minutes of March 11, 2008. (Goldman / Cauthen)

Ayes: Cauthen, Chu, Goldman

2. Discussion re revisions to the Complaint Committee's Mission Statement and Workplan.

Chair Cauthen said the changes were made to reflect that the Complaint Committee hears only contested cases or cases where a Complaint Committee hearing is requested. Complainants who do not wish a Task Force hearing, she said, can exercise their rights under item number four of the new Mission and Work Plan. This longtime provision permits a complainant to request an Order of Determination from the Complaint Committee. If necessary documents were provided, appropriate recommendations could be made to the full Task Force.

DCA Ernie Llorente said the procedures would be similar to a judgment on the pleadings in civil court. No live testimony is provided, submissions are made on paper, and the judgment is mailed to the parties involved.

Chair Cauthen said if complainants do not want a hearing, the matter is sent to the Supervisor of Records (SOR) in the City Attorney's Office. In her view, the SOR tends to see things through the eyes of the City, whereas the Complaint Committee and the Task Force see matters through the public's eyes.

Motion to accept changes and forward the document to the Task Force for its approval. (Goldman/Chu).

Ayes: Cauthen, Chu, Goldman

3. Administrator's Report.

The Clerk made the report.

Chair Cauthen and Member Goldman questioned Clerk Rustom on the number of complaints received since last month's Task Force meeting. Mr. Rustom said two new cases are on the Task Force's April 22, 2008, agenda and there are two potential complaints on file.

4. Public comment for items not listed on the agenda

Public Comment: None

5. Announcements, questions, and future agenda items from Committee members

Speakers: None

Adjournment

The meeting adjourned at 4:27 p.m.

This meeting has been audio recorded and is on file in the office of the Sunshine Ordinance Task Force