

Date: August 12, 2010

Item No. 1
File No. _____

SUNSHINE ORDINANCE TASK FORCE
Education, Outreach and Training Committee
AGENDA PACKET CONTENTS LIST*

- Draft Minutes: Education, Outreach and Training May 13, 2010**
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Completed by: Chris Rustom

Date: August 12, 2010

***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
EDUCATION, OUTREACH AND TRAINING COMMITTEE
DRAFT MINUTES**

Thursday, May 13, 2010
4:00 p.m., City Hall, Room 406

Committee Members: Doyle Johnson (Chair), Sue Cauthen, Hanley Chan, Suzanne Manneh, Marjorie Ann Williams

Call to Order: The meeting was called to order at 4:00 p.m.

Roll Call: Present: Cauthen, Johnson, Manneh
Excused: Chan, Williams

Agenda Changes: None.

Deputy City Attorney: Jerry Threet (not present)
Clerk: Chris Rustom

1. Adoption of April 8, 2010, regular meeting minutes.

Motion to approve April 8, 2010, regular meeting minutes (Manneh / Cauthen)

Public Comment: None

On the motion:
Ayes: Cauthen, Manneh, Johnson

2. Sunshine Award. Schedule, press release, logistics.

Task Force Chair Rick Knee, at the invitation of Committee Chair Johnson said Chair Johnson, said the Task Force needs to review the details. However, he said, he had his objections to the plan because, among others, he wanted to know if members really had the time that was needed to closely vet a nominee. The press release also needs to be rewritten, he said.

Motion urging the Chair of the Task Force to put the issue of the Sunshine Award on the agenda. (Cauthen / Manneh)

Public Comment: None

On the motion:

Ayes: Cauthen, Manneh, Johnson

3. Outreach for Sunshine presentations including amendments.

Member Cauthen said she will not be able to address the Coalition of SF Neighborhoods until September because of a scheduling issue. She also would contact the HIPPA representative she met at a local gathering.

Member Manneh suggested creating a 200-word PSA and mail it to newspapers.

Chair Johnson said he was not able to contact the Council of District Merchants . He also said the YBR flyer is available to the public at certain locations of the City.

Public Comment: None

4. Results of contact with neighborhood newspaper editors.

Member Cauthen said she has contacted the Central City Extra and the Westside Observer newspapers and would do a follow up. She said she would also call the Castro Courier.

Public Comment: None

5. Status of department head calendar and IDR response items.

Motion to continue item. (Cauthen / Manneh)

On the motion:

Ayes: Cauthen, Manneh, Johnson

6. Public comment for items not listed on the agenda: None

7. Committee Members' Comments, Questions, and Requests for Future Agenda Items.

Chair Johnson asked members to search for errors in the YBR flyer and to contact that business if they found any or needed more flyers. Member Cauthen said she will bring a copy of former-member David Pilpel's awareness plan for discussion.

Adjournment

The meeting was adjourned at 4:35 p.m.

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

