

Date: March 11, 2010

Item No. 1

File No. _____

SUNSHINE ORDINANCE TASK FORCE

Education, Outreach and Training Committee

AGENDA PACKET CONTENTS LIST*

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Completed by: Chris Rustom

Date: March 8, 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.



<http://www.sfgov.org/sunshine/>

**SUNSHINE ORDINANCE TASK FORCE
EDUCATION, OUTREACH AND TRAINING COMMITTEE
DRAFT MINUTES**

Thursday, February 11, 2010
4:00 p.m., City Hall, Room 406

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

Call to Order: The meeting was called to order at 4:00 P.M.

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

Agenda Changes: Item 8 heard before Item 6.

Deputy City Attorney: None present
Clerk: Chris Rustom

1. Adoption of November 12, 2009, and December 10, 2009, meeting minutes.

Motion to adopt November 12, 2009, and December 10, 2009, meeting minutes (Johnson / Williams)

Public Comment: None

On the motion:

Ayes: Chan, Johnson, Manneh, Williams, Cauthen

2. Adoption of January 14, 2010, information gathering notes.

Motion to adopt January 14, 2010, informational gathering notes (Chan / Williams)

Public Comment: None

On the motion:

Ayes: Chan, Johnson, Manneh, Williams, Cauthen

3. 09067 Hearing on the status of the December 21, 2009, Order of Determination of the Library Users Association against the Historic Preservation Commission.

The Complainant was not present. There was nobody in the audience to

present facts and evidence in support of the complainant.

The respondent was not present. There was nobody in the audience to present facts and evidence in support of the respondent.

Chair Cauthen noted that this item had come before the committee twice but that information regarding the matter was gathered during the January meeting was not acted on because of a lack of quorum.

Public Comment: Doug Comstock said he preferred congratulating the Commission's secretary for the improved minutes and asking her to include the speaker's position on the subject.

Motion commending Linda Avery of the Historic Preservation Commission for the improved minutes and recommending that future public comment include the speaker's position on the issue as well as his or her point of view. (Cauthen / Manneh)

Public Comment: Doug Comstock said he preferred congratulating the Commission's secretary for the improved minutes and asking her to include the speaker's position on the subject.

On the motion:

Ayes: Chan, Johnson, Manneh, Williams, Cauthen

4. 09076 Hearing on the status of the December 1, 2009, Order of Determination of Anmarie Mabbutt against the Mayor's Office.

The complainant was not present. There was nobody in the audience to present facts and evidence in support of the complainant.

The respondent was not presented. There was nobody in the audience to present facts and evidence in support of the respondent.

Chair Cauthen said the complainant was not present at the previous meeting, but the respondent, Rich Hillis, was. He told members last month that the document Ms. Mabbutt wanted had been provided.

Motion finding that the Mayor's Office has met the Order of Determination. Chan / Johnson)

Public Comment: None

On the motion:

Ayes: Chan, Johnson, Manneh, Williams, Cauthen

5. 09077 Hearing on the status of the January 5, 2010, Order of Determination of Melvyn Banks against the Department of Public Health.

The complainant was not present. There was nobody in the audience to present facts and evidence in support of the complainant.

The respondent was not presented. There was nobody in the audience to present facts and evidence in support of the respondent.

Motion finding the Department of Public Health in violation of Sec 67.21 (e) for not sending a representative to the hearing and to forward the matter to the Compliance and Amendments Committee (Johnson / Chan)

Public Comment: None

On the motion:

Ayes: Chan, Johnson, Manneh, Williams, Cauthen

6.

Outreach for Sunshine presentations

- Chair Cauthen and Member Chan to make presentation at the Coalition for San Francisco Neighborhoods on March 16. The event is to be held at the Northern Station at Turk and Fillmore.
- Chair Cauthen and Member Manneh to make presentation at the North Beach police community relations meeting on February 18. The event is to be held at the Telegraph Hill Neighborhood Center at 660 Lombard.
- Chair Cauthen to contact League of Women Voters.
- Member Chan to contact Lower Polk Neighborhood Association.
- Mr. Rustom to contact Shelter Monitoring Committee.
- Chair Cauthen to contact North Beach Neighbors.
- Mr. Rustom to write letter saying the Committee was concerned that the Mayor's Disability Council meeting for January was not posted. The Committee urges the Disability Council to post agendas to give the public an opportunity to attend the meetings and comment on the agenda items. Chair Cauthen to approve.

7.

Results of contact with neighborhood newspaper editors (discussion) (no attachment)

- Chair Cauthen to contact Central City Extra. She needs to write 300-word article for Westside Observer.
- Member Williams has provided the YBR Publications' bilingual flier to the VisValley Grapevine and Sun Reporter newspapers as well as the radio station KPOO. She will contact SF Bay View and KPEH with the same information.
- Member Johnson has contacted the Haight-Ashbury Beat, Richmond Review and Sunset Beacon but has not heard back from them. Chair Cauthen to contact the Castro Courier with copy.
- Member Manneh will reach out to ethnic newspapers, including Nichi Bei Times.

- Member Chan to contact the Sing Tao and World Journal newspapers.

8. Sunshine Award.

Former Task Force chair Doug Comstock said persuasion is the only power that the Task Force possesses when it comes to Sunshine complaints. He proposed the creation of an annual Sunshine award for departments who follow the Ordinance and a Moonshine award for those who do not. He suggested a plan of action for the Committee which it could later forward it to the Task Force for its approval. The plan starts with an announcement to the press that the Committee would accept nominations for both awards between April 15 and May 15. The Committee would then select the finalists and forward the names to the Task Force which will announce the winners at a press conference on June 30. The awards are to be conferred at the next regularly scheduled meeting of the Task Force. City funds are not to be used to pay for the awards, he said.

Members discussed the topic further and mulled the possibility of replacing the Moonshine award with an Eclipse award.

Motion to recommend to the Task Force an action plan for the creation of a Sunshine award for a department, elected official or City employee who abides by the Ordinance and also a Moonshine or Eclipse award for those who do not. (Cauthen / Manneh)

Public Comment: None

On the motion:

Ayes: Chan, Johnson, Manneh, Williams, Cauthen

9. Status of department head calendar and IDR response items

Continued to the March 11, 2010, meeting.

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

11. Committee Members' Comments, Questions, and Requests for Future Agenda Items: None

Adjournment

The meeting was adjourned at 5:10 p.m.

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

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