

Date: Jan. 5, 2010

Item No. 5

File No. 09057

SUNSHINE ORDINANCE TASK FORCE

AGENDA PACKET CONTENTS LIST*

- Peter Warfield against Clerk of the Board**
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Completed by: Chris Rustom

Date: Dec. 30, 2009

***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.

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Madeleine
Licavoli/BOS/SFGOV
12/04/2009 09:08 AM

To: SOTF/SOTF/SFGOV@SFGOV
cc: Angela Calvillo/BOS/SFGOV@SFGOV, Rick
Caldeira/BOS/SFGOV@SFGOV
bcc:

Subject: File 09057 - Peter Warfield v. Clerk of the Board of
Supervisors

Chris,

File 09057 was heard at the Sunshine Ordinance Task Force's Compliance and Amendments Committee on November 10, 2009. The matter was continued to December 8, 2009. At the meeting on November 10, the Committee members indicated they would like an opportunity to review the revised redaction policy prior to the meeting on December 8.

Attached is a copy of the revised redaction policy for distribution to the Committee.

Thanks.

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BOARD of SUPERVISORS



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MEMORANDUM

Date: November 10, 2009
To: Clerk of the Board Staff
Assessment Appeals Board
Office of the Legislative Analyst
Sunshine Ordinance Task Force
Youth Commission
From: Angela Calvillo, Clerk of the Board
Subject: Redaction Policy - Revised

The redaction policy established effective May 23, 2008, has been revised as of November 10, 2009, as follows:

REDACTION POLICY: PERSONAL INFORMATION

The Office of the Clerk of the Board, pursuant to §2.108 of the Charter, shall liberally provide for the public's access to information, documents and records.

Personal information contained in general communications submitted to the Board of Supervisors/Clerk of the Board's Office is subject to disclosure and **will not be redacted**.

It shall be the policy of the Clerk's of the Board's Office and its agencies **to redact** the following information:

Board/Commission/Committee/Task Force Applications (including any attachments and/or supporting documentation):

- Home street address numbers
- Home telephone numbers
- Home fax numbers
- Home email addresses