

Date: January 6, 2009

Item No. 4

File No. 08052

## SUNSHINE ORDINANCE TASK FORCE

### AGENDA PACKET CONTENTS LIST\*

- |                                     |                                    |
|-------------------------------------|------------------------------------|
| <input checked="" type="checkbox"/> | <b>Alvin Xex v Arts Commission</b> |
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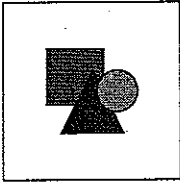
Completed by: Chris Rustom

Date: December 29, 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.



DENNIS J. HERRERA  
City Attorney

ERNEST H. LLORENTE  
Deputy City Attorney

DIRECT DIAL: (415) 554-4236  
E-MAIL: ernest.llorente@sfgov.org

**MEMORANDUM**

*December 17, 2008*

*MR. ALVIN XEX v THE ARTS COMMISSION (08052)*

**COMPLAINT**

**THE COMPLAINANT ALLEGES THE FOLLOWING FACTS:**

On November 3, 2008, Alvin Xex made a public records request to the Arts Commission and requested the numbers of Black men employed at the Arts Commission and arts groups funded by the Commission during the past five years (2003 -2008). Alvin Xex claims that he did not receive the requested documents. Mr. Alvin also claimed that he asked for the formula for giving away tax money to groups and individuals. To this request, Alvin Xex claims that he did not receive the requested formula.

**COMPLAINANT FILES COMPLAINT:**

On November 13, 2008, Alvin Xex filed a complaint against the Arts Commission alleging violations sections 67.20 and 67.22 of the Sunshine Ordinance.

**THE RESPONDENT AGENCY STATES THE FOLLOWING:**

On December 8, 2008, Nancy Gonchar, Deputy Director of the Arts Commission submitted a letter stating that the Commission did respond to the Public Records requests of Alvin Xex and attached copies of letters dated May 22, 2008 issued by E. San San Wong, Program Director, Cultural Equity Grants and November 4, 2008 issued by Nancy Gonchar.

**APPLICABLE STATUTORY SECTION;**

1. Sunshine Ordinance, San Francisco Administrative Code Section 67.1 addresses Findings and Purpose.
2. Sunshine Ordinance, San Francisco Administrative Code Section 67.21 addresses general requests for public documents.
3. Sunshine Ordinance, San Francisco Administrative Code Section 67.24 public information that must be disclosed.

**Memorandum**

- 4. Sunshine Ordinance, San Francisco Administrative Code Section. 67.26 deals with withholding kept to a minimum.
- 5. Sunshine Ordinance, San Francisco Administrative Code Section. 67.27 deals with justification for withholding.
- 6. California Constitution, Article I, Section 3 addresses Assembly, petition, open meetings.

**APPLICABLE CASE LAW:**

none

**ISSUES TO BE DETERMINED**

**1. FACTUAL ISSUES**

**A. Uncontested Facts:**

- Mr. Alvin made a public records request for information about the Commission.

**B. Contested facts/ Facts in dispute:**

- Whether the Commission timely responded to the public records requests.

The Task Force must determine what facts are true.

**i. Relevant facts in dispute:**

- Whether the Commission responded to the public records request in a timely fashion.
- Whether the Commission provided the requested records.

**QUESTIONS THAT MIGHT ASSIST IN DETERMINING FACTS:**

none

**LEGAL ISSUES/LEGAL DETERMINATIONS;**

- Were sections of the Sunshine Ordinance (Section 67.21), Brown Act, Public Records Act, and/or California Constitution Article I, Section three violated?
- Was there an exception to the Sunshine Ordinance, under State, Federal, or case law?

**CONCLUSION**

THE TASK FORCE FINDS THE FOLLOWING FACTS TO BE TRUE:

**Memorandum**

**THE TASK FORCE FINDS THAT THE ALLEGED VIOLATIONS TO BE TRUE OR NOT TRUE.**

**Memorandum****THE CALIFORNIA CONSTITUTION AS AMENDED BY PROPOSITION 59 IN 2004 PROVIDES FOR OPENNESS IN GOVERNMENT.**

Article I Section 3 provides:

- a) The people have the right to instruct their representative, petition government for redress of grievances, and assemble freely to consult for the common good.
- b)(1) The people have the right of access to information concerning the conduct of the people's business, and therefore, the meetings of public bodies and the writings of public officials and agencies shall be open to public scrutiny.
  - 2) A statute, court rule, or other authority, including those in effect on the effective date of this subdivision that limits the right of access shall be adopted with findings demonstrating the interest protected by the limitation and the need for protecting that interest.
  - 3) Nothing in this subdivision supersedes or modifies the right of privacy guaranteed by Section 1 or affects the construction of any statute, court rule, or other authority to the extent that it protects that right to privacy, including any statutory procedures governing discovery or disclosure of information concerning the official performance or professional qualifications of a peace officer.
  - 4) Nothing in this subdivision supersedes or modifies any provision of this Constitution, including the guarantees that person may not be deprived of life, liberty, or property without due process of law, or denied equal protection of the laws, as provided by Section 7.
  - 5) This subdivision does not repeal or nullify, expressly or by implication, any constitutional or statutory exception to the right of access to public records or meetings or public bodies that is in effect on the effective date of this subdivision, including, but not limited to, any statute protecting the confidentiality of law enforcement and prosecution records.
  - 6) Nothing in this subdivision repeals, nullifies, supersedes, or modifies protections for the confidentiality of proceedings and records of the Legislature, the Members of the Legislature, and its employees, committee, and caucuses provided by Section 7 of Article IV, state law, or legislative rules adopted in furtherance of those provisions: nor does it affect the scope of permitted discovery in judicial or administrative proceedings regarding deliberations of the Legislature, the Members of the Legislature, and its employees, committees, and caucuses.

**Memorandum**  
**ATTACHED STATUTORY SECTIONS FROM CHAPTER 67 OF THE SAN**  
**FRANCISCO ADMINISTRATIVE CODE (THE SUNSHINE ORDINANCE)**  
**UNLESS OTHERWISE SPECIFIED**

Section 67.1 addresses Findings and Purpose

The Board of Supervisors and the People of the City and County of San Francisco find and declare:

- (a) Government's duty is to serve the public, reaching its decisions in full view of the public.
- (b) Elected officials, commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. The people do not cede to these entities the right to decide what the people should know about the operations of local government.
- (c) Although California has a long tradition of laws designed to protect the public's access to the workings of government, every generation of governmental leaders includes officials who feel more comfortable conducting public business away from the scrutiny of those who elect and employ them. New approaches to government constantly offer public officials additional ways to hide the making of public policy from the public. As government evolves, so must the laws designed to ensure that the process remains visible.
- (d) The right of the people to know what their government and those acting on behalf of their government are doing is fundamental to democracy, and with very few exceptions, that right supersedes any other policy interest government officials may use to prevent public access to information. Only in rare and unusual circumstances does the public benefit from allowing the business of government to be conducted in secret, and those circumstances should be carefully and narrowly defined to prevent public officials from abusing their authority.
- (e) Public officials who attempt to conduct the public's business in secret should be held accountable for their actions. Only a strong Open Government and Sunshine Ordinance, enforced by a strong Sunshine Ordinance Task Force can protect the public's interest in open government.
- (f) The people of San Francisco enact these amendments to assure that the people of the City remain in control of the government they have created.
- (g) Private entities and individuals and employees and officials of the City and County of San Francisco have rights to privacy that must be respected. However, when a person or entity is before a policy body or passive meeting body, that person, and the public, has the right to an open and public process.

**Memorandum**

Section 67.21 addresses general requests for public documents.

This section provides:

- (a) Every person having custody of any public record or public information, as defined herein, ... shall, at normal times and during normal and reasonable hours of operation, without unreasonable delay, and without requiring an appointment, permit the public record, or any segregable portion of a record, to be inspected and examined by any person and shall furnish one copy thereof upon payment of a reasonable copying charge, not to exceed the lesser of the actual cost or ten cents per page.
- (b) A custodian of a public record shall as soon as possible and within **ten days** (emphasis added) following receipt of a request for inspection or copy of a public record, comply with such request. Such request may be delivered to the office of the custodian by the requester orally or in writing by fax, postal delivery, or e-mail. If the custodian believes the record or information requested is not a public record or is exempt, the custodian shall justify withholding any record by demonstrating, in writing as soon as possible and within ten days following receipt of a request, that the record in question is exempt under express provisions of this ordinance.

Section 67.25 provides:

- a.) Notwithstanding the 10-day period for response to a request permitted in Government Code Section 6256 and in this Article, a written request for information described in any category of non-exempt public information shall be satisfied no later than the close of business on the day following the day of the request. This deadline shall apply only if the words "Immediate Disclosure Request" are placed across the top of the request and on the envelope, subject line, or cover sheet in which the request is transmitted. Maximum deadlines provided in this article are appropriate for more extensive or demanding requests, but shall not be used to delay fulfilling a simple, routine or otherwise readily answerable request.
- b.) If the voluminous nature of the information requested, its location in a remote storage facility or the need to consult with another interested department warrants an extension of 10 days as provided in Government Code Section 6456.1, the requestor shall be notified as required by the close of business on the business day following the request.
- c.) The person seeking the information need not state his or her reason for making the request or the use to which the information will be put, and requesters shall not be routinely asked to make such a disclosure. Where a

**Memorandum**

record being requested contains information most of which is exempt from disclosure under the California Public Records Act and this article, however, the City Attorney or custodian of the record may inform the requester of the nature and extent of the non-exempt information and inquire as to the requester's purpose for seeking it, in order to suggest alternative sources for the information which may involve less redaction or to otherwise prepare a response to the request

Section 67.26 provides:

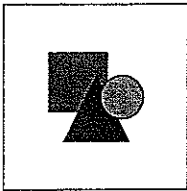
No record shall be withheld from disclosure in its entirety unless all information contained in it is exempt from disclosure under express provisions of the California Public Records Act or of some other statute. Information that is exempt from disclosure shall be masked, deleted or otherwise segregated in order that the nonexempt portion of a requested record may be released, and keyed by footnote or other clear reference to the appropriate justification for withholding required by section 67.27 of this article. This work shall be done personally by the attorney or other staff member conducting the exemption review. The work of responding to a public-records request and preparing documents for disclosure shall be considered part of the regular work duties of any city employee, and no fee shall be charged to the requester to cover the personnel costs of responding to a records request.

Section 67.27 provides:

Any withholding of information shall be justified in writing, as follows:

- a.) A withholding under a specific permissive exemption in the California Public Records Act, or elsewhere, which permissive exemption is not forbidden to be asserted by this ordinance, shall cite that authority.
- b.) A withholding on the basis that disclosure is prohibited by law shall cite the specific statutory authority in the Public Records Act of elsewhere.
- c.) A withholding on the basis that disclosure would incur civil or criminal liability shall cite any specific statutory or case law, or any other public agency's litigation experience, supporting that position.
- d.) When a record being requested contains information, most of which is exempt from disclosure under the California Public Records Act and this Article, the custodian shall inform the requester of the nature and extent of the nonexempt information and suggest alternative sources for the information requested, if available.





DENNIS J. HERRERA  
City Attorney

ERNEST H. LLORENTE  
Deputy City Attorney

DIRECT DIAL: (415) 554-4236  
E-MAIL: ernest.llorente@sfgov.org

November 24, 2008

Nick Goldman, Chair  
Member of the Complaint Committee

Re: Mr. Alvin Xex v. Arts Commission (08052))

Dear Chair Goldman and Member of the Complaint Committee:

This letter addresses the issue of whether the Sunshine Ordinance Task Force ("Task Force") has jurisdiction over the complaint of Mr. Alvin Xex against the San Francisco Arts Commission.

### BACKGROUND

On November 3, 2008, Alvin Xex made a public records request to the Arts Commission and requested the numbers of Black men employed at the Arts Commission and arts groups funded by the Commission during the past five years (2003 -2008). Alvin Xex claims that he did not receive the requested documents. Mr. Alvin also claimed that he asked for the formula for giving away tax money to groups and individuals. To this request, Alvin Xex did not receive the requested document.

### COMPLAINT

On November 13, 2008, Alvin Xex filed a complaint against the Arts Commission alleging violations sections 67.20 and 67.22 of the Sunshine Ordinance.

### SHORT ANSWER

Based on Complainant's allegation and the applicable sections of the Sunshine Ordinance and the California Public Records Act, which are cited below, the Sunshine Ordinance Task Force *does* have jurisdiction over the allegation. The allegations are covered under Section 67.21 of the Ordinance.

### DISCUSSION AND ANALYSIS

Article I Section 3 of the California Constitution as amended by Proposition 59 in 2004, the State Public Records Act, the State Brown Act, and the Sunshine Ordinance as amended by Proposition G in 1999 generally covers the area of Public Records and Public Meeting laws that the Sunshine Ordinance Task Force uses in its work.

The Sunshine Ordinance is located in the San Francisco Administrative Code Chapter 67. All statutory references, unless stated otherwise, are to the Administrative Code. Section 67.21

Letter to the Complaint Committee  
Page 2  
December 3, 2007

generally covers requests for documents and Section 67.25 covers Immediate Disclosure Requests. CPRA Section 6253 generally covers Public Records Requests.

In this case, Mr. Alvin claims that the Arts Commission failed to comply with his public records request. The Task Force has jurisdiction to hear this case and will have to determine whether the Arts Commission violated the Ordinance and/or the Public Records Act.

ORIGINAL SENT  
FAXED - 11/23/08  
Ktg



RECEIVED  
BOARD OF SUPERVISORS  
SAN FRANCISCO

2008 NOV 13 AM 9:53

SUNSHINE ORDINANCE TASK FORCE

1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco CA 94102  
Tel. (415) 554-7724; Fax (415) 554-7854  
http://www.sfgov.org/sunshine

SUNSHINE ORDINANCE COMPLAINT

Complaint against which Department or Commission ARTS COMMISSION

Name of individual contacted at Department or Commission Luis Carrero, Jr.

- Alleged violation public records access
- Alleged violation of public meeting. Date of meeting \_\_\_\_\_

Sunshine Ordinance Section 67.77, 67.70, 67.41  
(If known, please cite specific provision(s) being violated)

Please describe alleged violation. Use additional paper if needed. Please attach any relevant documentation supporting your complaint.

I requested specific data (numbers, etc) of Black men employed at Commission and funded ARTS groups by Commission in past 5 years (2003-08) in all positions (curators, producers, clerks, etc.) in SF all 11/23/08

Do you want a public hearing before the Sunshine Ordinance Task Force?  yes  no  
Do you also want a pre-hearing conference before the Complaint Committee?  yes  no

(Optional) Name M. Alvin Key Address \_\_\_\_\_

Telephone No. \_\_\_\_\_ E-Mail Address \_\_\_\_\_

Date 1/05/08

I request confidentiality of my personal information.  yes  no  
Signature [Signature]

<sup>1</sup> NOTICE: PERSONAL INFORMATION THAT YOU PROVIDE MAY BE SUBJECT TO DISCLOSURE UNDER THE CALIFORNIA PUBLIC RECORDS ACT AND THE SUNSHINE ORDINANCE, EXCEPT WHEN CONFIDENTIALITY IS SPECIFICALLY REQUESTED. YOU MAY LIST YOUR BUSINESS/OFFICE ADDRESS, TELEPHONE NUMBER AND E-MAIL ADDRESS IN LIEU OF YOUR HOME ADDRESS OR OTHER PERSONAL CONTACT INFORMATION. Complainants can be anonymous as long as the complainant provides a reliable means of contact with the SOTF (Phone number, fax number, or e-mail address).

WHY...  
SOTF  
CC



SUNSHINE ORDINANCE TASK FORCE

1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco CA 94102

Tel. (415) 554-7724; Fax (415) 554-7854

http://www.sfgov.org/sunshine

SUNSHINE ORDINANCE COMPLAINT

Complaint against which Department or Commission ARTS COMMISSION

Name of individual contacted at Department or Commission LUIS CARRERA

- Alleged violation public records access
- Alleged violation of public meeting. Date of meeting \_\_\_\_\_

Sunshine Ordinance Section 67.77, 67.70, et al.  
(If known, please cite specific provision(s) being violated)

Please describe alleged violation. Use additional paper if needed. Please attach any relevant documentation supporting your complaint.

I REQUESTED SPECIFIC DATA (NUMBER, ETC) OF BIRTH DATES EMPLOYED AT COMMISSION AND FUNDED ARTS GROUPS BY COMMISSION IN PAST 5 YEARS (2003-08) IN ALL POSITIONS (COORDINATORS, PRODUCERS, STAFF, ETC.) INSTANT 1/03/08

Do you want a public hearing before the Sunshine Ordinance Task Force?  yes  no  
Do you also want a pre-hearing conference before the Complaint Committee?  yes  no

(Optional) Name Alvin Key Address \_\_\_\_\_

Telephone No 415 683 0527 E-Mail Address TRVD3840A@ol.com

Date 1/05/08

Signature

I request confidentiality of my personal information.  yes  no

<sup>1</sup> NOTICE: PERSONAL INFORMATION THAT YOU PROVIDE MAY BE SUBJECT TO DISCLOSURE UNDER THE CALIFORNIA PUBLIC RECORDS ACT AND THE SUNSHINE ORDINANCE, EXCEPT WHEN CONFIDENTIALITY IS SPECIFICALLY REQUESTED. YOU MAY LIST YOUR BUSINESS/OFFICE ADDRESS, TELEPHONE NUMBER AND E-MAIL ADDRESS IN LIEU OF YOUR HOME ADDRESS OR OTHER PERSONAL CONTACT INFORMATION. Complainants can be anonymous as long as the complainant provides a reliable means of contact with the SOTF (Phone number, fax number, or e-mail address).

# FACSIMILE TRANSMITTAL SHEET

TO: JJ Shinky FROM: Alvin Gay  
 COMPANY:

FAX NUMBER: 415 554 7854 DATE: 11/06/07  
 PHONE NUMBER: TOTAL NO. OF PAGES INCLUDING COVER:

RE: Journal complaint per LAJ

URGENT     FOR REVIEW     PLEASE COMMENT     PLEASE REPLY     PLEASE RECYCLE

NOTES/COMMENTS:

PLEASE rly, confirm  
  
cc: file, et al



bvd384@aol.com  
11/18/2008 08:56 AM

To: sotf@sfgov.org  
cc  
bcc  
Subject: Re: Sunshine Complaint

Reply:11.18.08; As indicated in formal complaint ! But again, to Luis Cancel, also, i spoke to an Asian male employe in person, handing him a query note--11.03/04.08, at the 25 Van Ness office. No response to my **two specific** questions about employe hiring and the formula for giving away tax money to groups and individuals !

Sincerely,

Alvin Xex

-----Original Message-----

From: SOTF <sotf@sfgov.org>  
To: bvd384@aol.com  
Sent: Mon, 17 Nov 2008 2:25 pm  
Subject: Fw: Sunshine Complaint

Mr Alvin,

When did you make the request to the Arts Commission?  
To whom did you make your request at the Arts Commission?  
What was the Arts Commission's response?  
Does the following reflect your request?

Chris Rustom  
Asst. Administrator  
Sunshine Ordinance Task Force  
1 Dr. Carlton B. Goodlett Place  
City Hall, Room 244  
San Francisco, CA 94102-4689  
SOTF@SFGov.org  
OFC: (415) 554-7724  
FAX: (415) 554-7854

Complete a SOTF Customer Satisfaction Survey by clicking the link below.  
[http://www.sfgov.org/site/sunshine\\_form.asp?id=34307](http://www.sfgov.org/site/sunshine_form.asp?id=34307)  
----- Forwarded by SOTF/SOTF/SFGOV on 11/17/2008 02:22 PM -----

<complaints@sfgov.org>

11/17/2008 02:22

To  
<sotf@sfgov.org>

PM

cc

Subject  
Sunshine Complaint

Submitted on: 11/17/2008 2:22:20 PM

Department: Arts Commission

Contacted: Luis Cancel

Public\_Records\_Violation: Yes

Public\_Meeting\_Violation: No

Meeting\_Date:

Section(s)\_Violated: 67.20, 67.22

Description: I requested specified data (numbers, ect) of Black men employed at Commission and arts groups funded by the Commission during the past five years (2003-2008) in all positions (curators, producers, clerks, ect)

Hearing: Yes

Pre-Hearing: Yes

Date: Nov 6, 2008

Name:

Address:

City:

Zip:

Phone:

Email:

Anonymous:

Confidentiality\_Requested: Yes



SAN FRANCISCO ARTS COMMISSION

CIVIL NEWSROOM  
MAY 8

LUIS R. CANCEL  
DIRECTOR OF  
CULTURAL AFFAIRS

PROGRAMS

CIVIL ART COLLECTION  
CIVIL DESIGN REVIEW  
COMMUNITY ARTS  
& EDUCATION  
CULTURAL EQUITY GRANTS  
PERFORMING ARTS  
PUBLIC ART  
STREET ARTISTS LICENSES

ARTS COMMISSION GALLERY  
401 VAN NESS AVENUE  
415.554.6080

WWW.SFARTS.COMMISSION.ORG

SFARTS.COMMISSION@SF.GOV.ORG

December 8, 2008

Chris Rustom  
Assistant Administrator  
Sunshine Ordinance Task Force  
1 Dr. Carlton B. Goodlett Place

Re: Jurisdiction over the complaint of Mr. Alvin Xex v. Arts Commission

Dear Mr. Rustom:

I am writing in response to your November 24, 2008 letter to Mr. Nick Goldman, Chair of the Complaint Committee.

The Arts Commission does not dispute the jurisdictional issue. We do, however, object to the allegation by Mr. Alvin Xex that the Arts Commission did not respond to his request for information for, "...specified data (numbers, etc.) of Black men employed at Commission and arts groups funded by the Commission during the past five years (2003-2008) in all positions (curators, producers, clerks, etc.)."

Please see two separate responses to Mr. Alvin Xex regarding his inquiries, one dated May 22, 2008 in response to his phone call and one dated November 4, 2008 in response to the attached handwritten note.

If possible please let me know by the end of business today if it is necessary for a representative from the Arts Commission to attend the hearing scheduled for 4:00 p.m. on Tuesday, December 9, 2008.

Very truly yours,

Nancy Gonchar  
Deputy Director

Encl

cc: Adine Varah, Deputy City Attorney  
Luis R. Cancel, Director of Cultural Affairs



CITY AND COUNTY OF  
SAN FRANCISCO





# SAN FRANCISCO ARTS COMMISSION

22 May 2008

GAVIN NEWSOM  
MAYOR

LUIS R. CANCEL  
DIRECTOR OF  
CULTURAL AFFAIRS

Mr. Alvin  
1325 Divisadero Street #103  
San Francisco, CA 94115

Dear Mr. Alvin,

I am writing in response to your request for information under the Sunshine Ordinance on May 13, 2008 which I received on May 21, 2008 about "diversity efforts" in the Cultural Equity Grants Program of the San Francisco Arts Commission. You also inquired about the next meeting of the Cultural Equity Grants.

Thank you very much for your inquiry. The Sunshine Ordinance pertains to public documents. At this time, the Cultural Equity Grants Program does not have a document specifically about our "diversity efforts," however I have included some relevant documents and information below.

I have included copies of our most recent guidelines for the Cultural Equity Grants Program, in which you will find the mission and purpose of the Cultural Equity Grants, and the grants application workshops and technical assistance that we provide. Our new guidelines will be available in July 2008, and will be available on our website ([www.sfartscommission.org](http://www.sfartscommission.org)) or in our offices. Cultural Equity Grants has a listserve and website which provides information and downloadable documents. We will also partner with grantees, presenters, service providers and community organizations, and advertise with media vehicles to reach out to specific communities and neighborhoods.

With regard to the next meeting of Cultural Equity Grants, I am not clear of the specific meeting you are referring to. The meeting schedule of the Arts Commission committees is available on the Arts Commission website ([www.sfartscommission.org](http://www.sfartscommission.org)). In general, the Full Commission meets on the first Monday of each month, 3:00p in Room 416 of City Hall. The Community Arts, Education and Grants Committee meets on the second Tuesday of each month, 4:30p in 25 Van Ness Avenue, Suite 70. At each of these meetings, public comments is welcomed.

If you have any additional questions, please contact me at: [SanSan.Wong@sfgov.org](mailto:SanSan.Wong@sfgov.org) or 415.252.2565. Thank you very much.

Sincerely,

E. San San Wong  
Program Director, Cultural Equity Grants

Enclosures:

- 2007-2008 Guidelines and Application for Arts Organizations
- 2007-2008 Guidelines and Application for Communities: Innovative Partnerships
- 2007-2008 Guidelines and Application for Individual Artists in Performing Arts
- Guidelines and Application for the Native American Arts & Cultural Traditions Grants



CITY AND COUNTY OF  
SAN FRANCISCO



# SAN FRANCISCO ARTS COMMISSION

November 4, 2008

Mr. Alvin  
1325 Divisadero Street #103  
San Francisco, CA 94115

GAVIN NEWSOM  
MAYOR

LUIS R. CANCEL  
DIRECTOR OF  
CULTURAL AFFAIRS

Dear Mr. Alvin,

I am writing in response to your request for information under the Sunshine Ordinance on October 29, 2008 which I received on October 29, 2008 about "diversity efforts" in the hiring of African-American men at the San Francisco Arts Commission in the last five years.

Thank you very much for your inquiry. The Sunshine Ordinance pertains to public documents. In the last five years the San Francisco Arts Commission has hired the following staff: Luis R. Cancel, Vicky Knoop, Sharon Page-Ritchie, Michelle Chang, Mary Chow, Allison Cummings, Joyce Grimm, Aimee LeDuc, Marcus Davies, Meg Shiffler, Lucy Lin, Ebony McKinney, San San Wong, Weston Teruya, Corinna Matesich, Melissa Hung and Dia Penning. Due to the protection of personal privacy I am unable to reveal any other information regarding these staff members.

Sincerely,

Nancy Gonchar  
Deputy Director

## PROGRAMS

CIVIC ART COLLECTION  
CIVIC DESIGN REVIEW  
COMMUNITY ARTS  
& EDUCATION  
CULTURAL EQUITY GRANTS  
PERFORMING ARTS  
PUBLIC ART  
STREET ARTISTS LICENSES  
  
ARTS COMMISSION GALLERY  
401 VAN NESS AVENUE  
415.554.6080

WWW.SFARTSCOMMISSION.ORG

ARTSCOMMISSION@SFGOV.ORG



CITY AND COUNTY OF  
SAN FRANCISCO

**CREATIVE WORKFUND**

Letter of inquiry deadline for media and traditional artists  
3:00 p.m., Wednesday, December 3, 2008

**Eligible Categories**

Media artists who create works for film, video, video or sound  
installations, radio, or computer-based media

Traditional artists, who create in art forms learned as part of the  
cultural life of a group of people whose members have a common  
ethnic, behavioral, linguistic, religious, occupation, or region

**2008 Informational Seminars**

Visit [www.creativeworkfund.org](http://www.creativeworkfund.org) for:

See the schedule of informational workshops being held in the  
eligible counties during September and October 2008

Sign up for an informational workshop

- Find detailed instructions for the letter of inquiry and examples of previously funded projects

For a print version of a Call for Proposals,  
phone (415) 402-2793 after September 1, 2008



Mr. Alvin  
BUD3840 ADI.COM  
415 683 0527

Alvin

