

Date: June 23, 2009

Item No. 16  
File No. \_\_\_\_\_

## SUNSHINE ORDINANCE TASK FORCE

### AGENDA PACKET CONTENTS LIST\*

- Draft Minutes: Education, Outreach and Training for June 11, 2009**
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Completed by: Frank Darby

Date: June 17, 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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Sunshine Ordinance Task Force



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

Thursday, June 9, 2009

4:00 p.m., City Hall, Room 406

**Committee Members:** Sue Cauthen (Chair), Hanley Chan, Doyle Johnson, Allyson Washburn, Marjorie Ann Williams

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

**Roll Call:** Present: Cauthen, Chan, Johnson, Washburn, Williams  
Excused: Williams, Washburn

**Agenda Changes:** Item 7 heard before Item 4

**Deputy City Attorney:** Ernie Llorente  
**Clerk:** Chris Rustom

1. Adoption of minutes of May 14, 2009, regular meeting

Motion to adopt the May 14, 2009, meeting minutes ( Johnson / Chan)

Public Comment: None

On the motion:

Ayes: Chan, Johnson, Cauthen

Excused: Washburn, Williams

2. 09015 Hearing on the status of the May 26, 2009, Order of Determination of Raymond Banks against the SF HIV Health Services Planning Council

Mark Molnar, Interim Director of Planning Council Support, said one of three documents had been updated and presented a copy of the April 13, 2009, previous version and the updated version. Work on the second was underway, he said. The third met the requirements set out by the committee, he said.

3 Presentations

- Coalition for SF Neighborhoods (August 18, 2009)
- Shanti (June 22, 2009)

Members divided the workload among themselves asked for 40 printouts of the

PowerPoint presentation and 40 copies of the updated blue brochure.

4. Brochure: revised language (discussion and action item) (attachment)

Members worked on the document and made additional changes.

5. Use of vendors or third parties to respond to public record requests
  - Brian Smith, Planning Department

Mr. Brian Smith, director of IT for the Planning Department wanted to know the number of pdfs that a department was allowed to provide to a requestor on days when the department receives numerous requests.

Members discussed the issue with the presenter and DCA Llorente, and decided to send the matter to the Task Force.

Public Comment: Ray Hartz said Sunshine talks about 15 minutes or less and therefore the number of pages is not the issue.

6. Planning Department "appointment" requirement (discussion and action item)

Mr. Brian, director of IT for the Planning Department said it would be best to contact his Elaine Forbes at the Planning Department.

Public Comment: None

7. Public comment for items not listed on the agenda

Public Comment: Ray Hartz said he would like the Education, Outreach and Training Committee to send the #08056 Ray Hartz v Police Department Order of Determination and the #09008 Ray Hartz v Police Commission Order of Determination to the Compliance and Amendments Committee so that action can be taken.

Members discussed the issue and a motion was made.

Motion to request Lt. Daniel Mahoney to appear before the committee at its next meeting in July. ( Chan / Cauthen)

On the motion:

Ayes: Chan

Mr Hartz disrupts the roll call

DCA Llorente suggests that the committee forward the case to the Task Force.

Motion to send cases to the Task Force ( Johnson / Chan)

On the motion:  
Ayes: Chan, Johnson, Cauthen  
Excused: Washburn, Williams

8. Committee Members' Comments, Questions, and Requests for Future Agenda Items (no attachment)

Member Johnson said Mrs. Tillman from YBR Printing has said that he speak to a certain Marcos for sponsorship and printing. However, he said he would like to see the full Task Force's response to this approach and DCA Llorente's advice. DCA Llorente suggested bringing the matter before the full Task Force because of the objects, limitations and contractual agreements that would involve the city.

Chair Cauthen said Ann Grogan, who took part in the last committee meeting, has contacted the Glenpark Association which has shown interest in a Sunshine presentation.

Include PUC documents provided by Mr. Singh in next month's package.

**Adjournment**

**The meeting was adjourned at 5:45 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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