



City and County of San Francisco

Meeting Minutes

Compliance and Amendments Committee

City Hall
1 Dr. Carlton B. Goodlett Place,
Room 244
San Francisco, CA 94102-4689

Members: Lila LaHood (Chair), Bruce Wolfe, Maxine Anderson, and David Pilpel

Clerk: Patricia H. Petersen
(415) 554-7719 ~ sotf@sfgov.org

Tuesday, October 22, 2024

4:30 pm
Regular Meeting

City Hall, Room 408

1. **CALL TO ORDER, ROLL CALL, AND AGENDA CHANGES**

Chair LaHood called the meeting to order at 4:36 p.m. On the call of the roll, Chair LaHood and Members Anderson and Pilpel were noted present. Member Wolfe appeared remotely. A quorum was present. SOTF staff Pat Petersen was present. (00:00:19)

A discussion was held regarding the order in which items on the agenda would be heard.

Public Comment: None.

2. **Approval of the August 27, 2024 Compliance and Amendments Committee meeting minutes. (00:33:47)**

Action: Moved by Chair LaHood, seconded by Member Anderson, to approve the August 27, 2024 minutes as amended.

Public Comment: None.

The motion PASSED by the following vote:

Ayes: 4 - LaHood, Anderson, Wolfe, Pilpel

Notes: 0 – None

The meeting was in recess from 5:15 p.m. to 5:22 p.m. All of the members were present.

3. **Public Comment:** Members of the public may address the Committee on matters that are within the Committee's jurisdiction but not on today's agenda. (00:03:30)

None.

4. **File No. 24021:** Complaint filed by Matthew Lotocki against the Police Department for allegedly violating Administrative Code (Sunshine Ordinance), Section(s) 67.21, by failing to respond to a records request in a timely and/or complete manner. (00:04:29)
(On October 2, 2024, the SOTF found that the Police Department violated Administrative Code (Sunshine Ordinance), Section(s) 67.21, by failing to provide the requested records. The SOTF ordered the Police Department to provide the requested records, and to send the file to the Compliance and Amendments Committee for follow-up.)

Matthew Lotocki (Petitioner) provided a summary of his complaint. Mr. Lotocki stated that he had not received the requested records from the Police Department as ordered by the SOTF but had received an email saying that the SFPD is "currently in the process of responding to this decision and anticipates a response to this decision by October 31, 2024."

Lt. Christopher Beauchamp / Police Department (Respondent) provided a summary of the department's position and stated that he forwarded the SOTF findings to the Director of Crime Strategy, Ryan Kao, who oversees the public safety cameras. Lt. Beauchamp stated that Director Kao said that he was going to speak with command staff about a potential release and get back to him by the end of the month.

A question-and-answer period occurred.

Action: Moved by Chair LaHood, seconded by Member Pilpel, that if the Police Department does not deliver the requested records to Petitioner and the Compliance and Amendments Committee by 10/31/2024, the Committee will recommend that this matter be returned to the full SOTF for consideration of a violation of Administrative Code (Sunshine Ordinance), Sec. 67.31, for willful violation of the SOTF's 10/2/2024 Order of Determination.

The Compliance and Amendments Committee instructed the SOTF Administrator to include San Francisco Police Chief William Scott and Director of Crime Strategy Ryan Kao on the distribution list of the Notice of Hearing of the 11/6/2024 SOTF Regular Meeting.

Public Comment: None.

The motion PASSED by the following vote:

Ayes: 4 - LaHood, Pilpel, Wolfe, Anderson

Notes: 0 – None

5. **Hearing - Review of the Administrative Code (Sunshine Ordinance) Section 67 and possible amendments to recommend to the full Task Force. (Discussion and Action.) (00:50:12)**

Committee members discussed Article III, Sections 67.21 and 67.22. The Committee plans to further discuss Sec. 67.23 and 67.24, and major themes that appear through the Sunshine Ordinance, at the next meeting of the Compliance and Amendments Committee.

Public Comment: None.

Member Wolfe was noted absent at 7:00 p.m.

No Actions Taken.

6. **Announcements, Comments, Questions, and Future Agenda Items by Members of the Compliance and Amendments Committee. (03:07:57)**

The SOTF Administrator will check for the availability of a date in January 2025 to replace the cancelled December 2024 meeting of the Compliance and Amendments Committee.

7. **ADJOURNMENT (03:10:15)**

There being no further business the meeting was adjourned at 7:46 p.m.

**Approved: 1/30/2025
Compliance and Amendments Committee
Sunshine Ordinance Task Force**

N.B. the Minutes of this meeting set forth all actions taken by the Compliance and Amendments Committee of the Sunshine Ordinance Task Force on the matters stated, but not necessarily in the chronological sequence in which the matters were taken up.

###