



**SUNSHINE ORDINANCE TASK FORCE  
Compliance and Amendments Committee  
CITY AND COUNTY OF SAN FRANCISCO  
MINUTES**

**Hearing Room 408  
City Hall, 1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102-4689**

**April 15, 2014 – 4:00 PM**

**Regular Meeting**

**Members:** Allyson Washburn (Chair),  
Richard Knee, Kitt Grant

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

The meeting was called to order at 4:11 p.m. Member Washburn was noted absent. There was a quorum. Member Washburn was noted present at 4:12 p.m.

**Member Knee, seconded by Member Grant, moved to consider Item No. 4 (File No. 13060) out of order prior to hearing Item No. 2.**

Public Comment. Speakers: None.

**The motion PASSED by the following vote:**

Ayes: 2 - Knee, Grant  
Absent: 1 - Washburn

**2. Adoption of December 17, 2013, regular meeting minutes.**

**Member Knee, seconded by Member Grant, moved to ADOPT the December 17, 2013, minutes.**

Public Comment. Speakers: None.

**The motion PASSED by the following vote:**

Ayes: 3 – Knee, Grant, Washburn

3. **File No. 13027:** Hearing on the status of the Order of Determination - Ray Hartz, Jr., against Paula Jesson, Deputy City Attorney for violating Sunshine Ordinance Sections 67.21(d) and 67.21 (e), for failure to immediately order the release of records requested and for failure of a representative to appear before the Sunshine Ordinance Task Force.

Ray Hartz Jr. (Complainant) provided an overview of the complaint. There were no speakers in support of the Complainant. Gabriel Zitrin and Paula Jesson, Office of the City Attorney (Respondent), presented an overview of their defense. There were no speakers in support of the Respondent. A question and answer period followed. The Respondent provided a rebuttal. The Complainant provided a rebuttal.

**Member Knee, seconded by Member Grant, moved to continue the complaint to the May 20, 2014, meeting of the Compliance and Amendments Committee and to instruct the Office of the City Attorney to order the San Francisco Public Library to furnish all remaining requested records regarding Mr. Hartz's request for information (referenced in the Office of the City Attorney letter dated July 8, 2013, Page 2, 'Documents Allegedly Withheld' - financial relationship between the San Francisco Public Library and the Friends of the San Francisco Public Library for fiscal years 2008/09 and 2009/10 ) by a date certain.**

Public Comment:

Thomas Picarello expressed his concern that the SOTF do not have legal counsel at the meeting.

**The motion PASSED by the following vote:**

Ayes: 3 – Knee, Grant, Washburn

4. **File No. 13060:** Hearing on the status of the Order of Determination - Larry Littlejohn against Amy Hart, Office of the Medical Examiner, for violating Sunshine Ordinance Section 67.21(b) by failing to provide access to public records in a timely manner in response to a request made on August 27, 2013.

Chris Wirowek, Office of the Chief Medical Examiner, (Respondent) stated that the Office of the Chief Medical Examiner met with Mr. Littlejohn (Complainant) to provide the requested access to documents and believes that Mr. Littlejohn's request has been satisfied. Mr. Littlejohn was notified of the proceedings via U.S. Mail but was not present at the meeting. Mr. Littlejohn did not provide an e-mail address and the phone number provided is disconnected.

**Member Knee, seconded by Member Grant, moved to continue the matter to the call of the chair.**

Public Comment:

Thomas Picarello expressed support of the motion to continue the matter.

Ray Hartz Jr. expressed support of the continuance because the complainant was not present.

**The motion PASSED by the following vote:**

Ayes: 3 – Knee, Grant, Washburn

**5. Public Comment.**

Paula Datesh expressed concern regarding the Arts Commission’s non-compliance with deadlines to post minutes and responses to Immediate Disclosure Requests.

Thomas Picarello expressed confusion regarding what time general public comments should start and suggested shifting some of the workload away from the Education, Outreach and Training Committee to the Compliance and Amendments Committee.

Ray Hartz Jr. expressed concern over the selection of the SOTF committee for referrals and the actions taken by specific committee members opposed to SOTF decisions.

**6. Administrator’s Report.**

Administrator Young presented the Administrator’s Report.

**7. Announcements, Comments, Questions, and Future Agenda Items.**

Member Knee provided an update on the Superior Court Order regarding the Ethics Commission and Allen Grossman. The order is currently under appeal.

**8. ADJOURNMENT**

There being no further business, the Compliance and Amendments Committee adjourned at the hour of 5:20 p.m.

APPROVED: May 20, 2014



Victor Young, Administrator  
Sunshine Ordinance Task Force