



SUNSHINE ORDINANCE TASK FORCE
Education, Outreach and Training Committee
CITY AND COUNTY OF SAN FRANCISCO
MINUTES

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

February 10, 2014 – 3:00 PM

Regular Meeting

Members: David Pilpel (Chair), Todd David,
Bruce Oka, Chris Hyland, Louise Fischer

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

The meeting was called to order at 3:06 p.m. Member David was noted absent. There was a quorum. Member David was noted present at 3:09 p.m.

- 2. File No. 13035:** Hearing on the status of the Order of Determination of James Chaffee against the Board of Supervisors Budget and Finance Committee for violating Administrative Code, Section 67.15(c) and California Government Code, Section 54954.3(b) for failing to provide adequate opportunity for public comment prior to taking final actions. (00:02:00 – 00:44:00)

Catherine Stefani, Aide to Supervisor Mark Farrell, Board of Supervisors, provided an overview of the Department's defense and expressed willingness to work with the Task Force to address the issue. Ms. Stefani also noted that speakers can provide 150-word summary for inclusion into the minutes; allowing public comment after each department presentation will be addressed as well.

Member David, seconded by Member Fischer, move to CONTINUE to the next meeting.

Public Comment:

Thomas Picarello expressed agreement with the Task Force decision and stated that the Budget and Finance Committee should develop solution to prevent future violations; any action should be approved by the Task Force.

Charles Pitts stated that Supervisor Farrell should be aware of the Sunshine Ordinance.

The motion passed without objection.

3. **File No. 14013: Time Limit for Public Comment at Public Meetings.** (00:44:00 – 01:07:00)

Chair Pilpel provided an overview on relevant case law related to “Time Limit for Public Comment at Public Meetings”. A discussion occurred concerning the matter.

Public Comment:

Thomas Picarello stated that only the voters can change the public comment time limit and recommended that the time limit should not be reduced without adequate reason.

Member Oka, seconded by Member Hyland, move to CONTINUE TO THE CALL OF THE CHAIR.

Public Comment:

Thomas Picarello stated that only the voters can change the public comment time limit and recommended that the time limit should not be reduced without adequate reason.

The motion passed without objection.

4. **File No. 14014: Sunshine and Ethics Training - Development Process.** (01:07:00 – 01:21:00)

Chair Pilpel provided an overview on “Sunshine and Ethics Training – Development Process”. A discussion occurred concerning the matter.

Member Hyland, seconded by Member David, moved to authorize the Chair of the Committee to send a letter to the City Attorney regarding the Task Force involvement in future trainings.

Public Comment:

Thomas Picarello stated that the Task Force should be the body to make any decisions to approve any letters.

The motion passed without objection.

5. **Status Update: Pending Correspondence.** (01:21:00 – 01:27:00)

Chair Pilpel provided an overview of the Committee’s pending correspondence. Discussion occurred concerning the matter.

Pending Correspondence:

Angela Calvillo, Clerk of the Board – submission for inclusion into meeting minutes.

Letter to Planning regard Mica Ringel (File No. 13024)

Public Comment:

Charles Pitts request copies of contracts related to his complaint.

No Acton Taken.

6. **Public Comment.** (01:27:00 – 01:29:00)

Thomas Picarello inquired as to the status of previous committee minutes and expressed concern related to the committee’s delaying or eliminating Orders of Determination.

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

Future Agenda Items and Issues

Administrative Code, Chapter 12L regarding requirements for non-profit organizations

Task Force website review and update

Time limit for public comment and Member Oka follow-up

Approval of Draft committee minutes

Committee training opportunities

Outreach and Education goals

Speakers: None.

8. **ADJOURNMENT**

There being no further business the meeting was adjourned 4:40 p.m.

APPROVED: November 10, 2014



**Victor Young
Administrator
Sunshine Ordinance Task Force**

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

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