



**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**

**June 25, 2013 – 3:00 PM**

**Special Meeting**

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

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

The meeting was called to order at 3:05 p.m. There was a quorum.

Chair Pilpel indicated the Complainant of File No. 12013, requested a continuance and for File No. 12050 to be heard first.

**Member David, seconded by Member Hyland, moved to hear File No. 12050 first.**

**Speakers:** None.

**The motion PASSED without objection.**

**2. File No. 12013:** Hearing on the determined violation of complaint filed by William Clark against Howard Lazar, Arts Commission, for allegedly not providing documents of expenses charged to the Street Artist Program for FY 2010-2011.

**Member David, seconded by Member Oka, moved to CONTINUE TO THE CALL OF THE CHAIR.**

**Speakers:** None.

**The motion PASSED without objection.**

**3. File No. 12050:** Hearing on the determined violation of complaint filed by Ray Hartz, Jr., against Angela Calvillo, Clerk of the Board of Supervisors, for allegedly violating Sunshine Ordinance Section 67.16 (Minutes) for the months of March through July 2012 and September 2012.

Ray Hartz, Jr. (Complainant) provided an overview of the status of the placement of his 150-word summary in the body of the Board of Supervisor's minutes. Rick Caldeira,

Deputy Director, Clerk of the Board (Respondent) provided an updated of the Clerk of the Board's compliance and view of the Order of Determination. Complainant and Respondent responded to questions raised throughout the discussion. Respondent waived rebuttal. Complainant provided a rebuttal.

**Member Oka, seconded by Member Hyland, moved to refer the matter back to the Task Force with a recommendation for referral to the Ethics Commission.**

**Speakers:** None.

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

Ayes: 2 - Hyland, Oka

Noes: 2- Pilpel, David

**Member David, seconded by Member Hyland, moved for the Chair of the Education, Outreach and Training Committee to write a letter directing the Clerk of Board to place submitted 150-word summaries in the body of the minutes following the public comment item in the body of the minutes; to include a following disclaimer that the Clerk of the Board does not share the views submitted in the 150-word summary.**

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

Ayes: 3 – David, Hyland, Oka,

Noes: 1- Pilpel

4. **Senate Budget Act of 2013:** General Omnibus Trailer Bill (AB 76) and its effect on San Francisco's implementation of the California Records Act and San Francisco Sunshine Ordinance.

**Member Hyland, seconded by Member David, moved for the Chair of the Education, Outreach and Training Committee to write a letter regarding the committee's view of Senate Budget Act of 2013 for the Task Force's approval**

**Speaker:** Ray Hartz, Jr. questioned the purpose of the item and whether it was placed on the agenda to serve as a benefit to the sponsor of the item

**The motion PASSED without objection.**

5. **Public Comment.**

**Speakers:** Ray Hartz, Jr. expressed the Chair of the Education, Outreach and Training Committee favors and argues on the side of the City; has difficulty being impartial and rehashes the initial issues of complaints which were settled by the Task Force.

6. **Approval of Minutes from the May 10, 2012 Regular Meeting.**

**Member Oka, seconded by Member David, moved to APPROVE THE MINUTES AS CORRECTED.**

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

Chair Pilpel briefed the committee on pending complaints before the committee; stated the committee will hear pending items before the committee regarding an anonymous complainant against the complainant's request approved by the Task Force, to place all her pending complaints on hold.

8. **ADJOURNMENT.**

**Member David, seconded by Member Hyland, moved to ADJOURN.**

There were no speakers. **The motion PASSED without objection.**

There being no further business, the Education, Outreach and Training Committee adjourned at 4:17 p.m.

**Agenda Item Information**

Each item on the agenda may include: 1) Department or Agency cover letter and/or report; 2) Public correspondence; 3) Other explanatory documents. For more information concerning agendas, minutes, and meeting information, such as these documents, please contact the SOTF Clerk, City Hall, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102.

Audio recordings of the meeting of the Sunshine Ordinance Task Force are available at: <http://www.sfbos.org/index.aspx?page=9811>

For information concerning Sunshine Ordinance Task Force please contact by e-mail [sotf@sfgov.org](mailto:sotf@sfgov.org) or by calling (415) 554-7724.

**Public Comment**

Public Comment will be taken before or during the Committee’s consideration of each agenda item. Speakers may address the Task Force for up to three minutes on that item. During General Public Comment, members of the public may address the Task Force on matters that are within the Task Force’s jurisdiction and are not on the agenda. Any person speaking during a public comment period may supply a brief written summary of their comments, which shall, if no more than 150 words, be included in the official file.

Each member of the public will be allotted the same maximum number of minutes to speak as set by the Chair at the beginning of each item, excluding persons requested by the Task Force to make presentations.

Each member of the public who is unable to attend the public meeting or hearing may submit to the City, by the time the hearing begins, written comments regarding the subject of the meeting or hearing;. These comments will be made a part of the official public record.

**Hearing Procedures**

- |    |  |                      |
|----|--|----------------------|
| 1. | Complainant presents his/her facts and evidence  | 5 minutes            |
|    | Other parties of Complainant present facts and evidence  | Up to 3 minutes each |
| 2. | City responds  | 5 minutes            |
|    | Other parties of City respond  | Up to 3 minutes each |
|    | <i>Above total speaking times for Complainant and City to be the same.</i>                                   |                      |
| 3. | Matter is with the Task Force for discussion and questions.  |                      |
| 4. | Respondent and Complainant presents clarification/rebuttal   | 3 minutes            |
| 5. | Matter is with the Task Force for motion and deliberation.   |                      |
| 6. | Public comment (Excluding Complainant & City response, witnesses)  | Up to 3 minutes each |
| 7. | Vote by Task Force (Public comment at discretion of chair on new motion and/or on new motion if vote fails.) |                      |

Note: Time must be adhered to. If a speaker is interrupted by questions, the interruption does not count against his/her time.

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The following services are available on request 48 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week: For American sign language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes, please contact the SOTF Clerk at (415) 554-7724 to make arrangements for the accommodation. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals.

### **Know Your Rights Under the Sunshine Ordinance**

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review.

For more information on your rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code) or to report a violation of the ordinance, contact: Sunshine Ordinance Task Force, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102; phone (415) 554-7724; fax (415) 554-7854; or email [sof@sfgov.org](mailto:sof@sfgov.org).

Citizens may obtain a free copy of the Sunshine Ordinance by printing Chapter 67 of the San Francisco Administrative Code on the Internet, at <http://www.sfbos.org/sunshine>.

### **Cell Phones, Pagers and Similar Sound-Producing Electronic Devices**

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

### **Lobbyist Registration and Reporting Requirements**

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code §2.100, et. seq] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at: 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102; telephone (415) 581-3100; fax (415) 252-3112; web site [www.sfgov.org/ethics](http://www.sfgov.org/ethics).