



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

May 12, 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 3:04 p.m. All members were noted present. There was a quorum.

- 2. File No. 13082: Hearing on the status of the Order of Determination** - Gonzalo Javier Ferrer against City Attorney Dennis Herrera and Deputy City Attorney Paula Jesson, City Attorney's Office, for violating Sunshine Ordinance Sections 67.21(d) for failure to respond in a timely manner to a request for determination of the status of certain records being public documents or not.

Gonzalo Javier Ferrer (Complainant) provided an overview of the status of the Order of Determination. There were no speakers in support of the Complainant. Paula Jesson, City Attorney's Office (Respondent) provided an overview of the City Attorney's Office position on compliance with the Order of Determination. There were no speakers in support of the Complainant. A question and answer period followed. The Respondent provided a rebuttal. The Complainant provided a rebuttal.

Member Oka, seconded by Member Hyland, moved to Continue the Matter to the Call of the Chair (estimated June 30, 2014). The Committee also requested that the Respondent provide/create City Attorney's procedures and protocols regarding the process of handling petitions to the Supervisor of Records.

Public Comment:

Thomas Picarello stated that the committee should not overturn a decision of the Task Force.

The motion passed without objection.

3. **File No. 14045: Hearing - San Francisco Arts Commission- Review of policies and procedures related to public meetings and records.**

Kate Patterson-Murphy, Howard Lazar, and Sharon Page Richie (Arts Commission) provided an overview of the Arts Commission’s policies and procedures related to public meetings and records.

The committee requests that the Arts Commission provide a public records procedures manual to the committee.

Public Comment:

Paula Datesh stated that the Arts Commission Executive Committee has not posted meeting minutes to the Arts Commission’s website.

Thomas Picarello stated that the Arts Commission does not do a good job of tracking requests and other information.

Charles Pitts stated that Administrative Code, Chapter 12L laws for non-profits should be addressed.

Due to a lack of a motion, the MATER was CONCLUDED.

4. **File No. 14013: Hearing - Time Limit for Public Comment at Public Meetings.**

Chair Pilpel provided an overview of the Time Limit for Public Comment at Public Meetingx. Discussion occurred regarding the matter.

Public Comment:

Charles Pitts requested that the City Attorney’s Office provide an opinion regarding the time limit for public comment and what is considered a reasonable amount of time.

Thomas Picarello stated that the Task Force can provide education as to what is reasonable regarding time limits for public comment.

Due to a lack of a motion, the MATTER was CONCLUDED.

5. **Public Comment.**

None.

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

There were no announcements.

Public Comment:

None.

7. **ADJOURNMENT**

There being no further business the meeting adjourned at 5:03 p.m.

APPROVED: November 10, 2014



**Victor Young
Administrator
Sunshine Ordinance Task Force**