



SUNSHINE ORDINANCE TASK FORCE CITY AND COUNTY OF SAN FRANCISCO MINUTES

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

August 3, 2016 - 4:00 PM

Regular Meeting

Seat 1	Vacant	Seat 7	Dave Maass
Seat 2	Eric Eldon	Seat 8	Frank Cannata
Seat 3	Josh Wolf	Seat 9	Chris Hyland - Vice Chair
Seat 4	Rishi Chopra	Seat 10	Louise Fischer
Seat 5	Leuwam Tesfai	Seat 11	Fiona Hinze
Seat 6	Bruce Wolfe - Chair		

Ex-officio (*non-voting*) Clerk of the Board of Supervisors or his or her designee

Ex-officio (*non-voting*) Mayor or his or her designee

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

Chair Bruce Wolfe called the meeting to order at 4:03 p.m. Member Chopra was noted absent. Vice Chair Hyland and Member Fischer were noted excused. There was a quorum.

Member Fischer was noted present at 4:13 p.m.

Member Maass, seconded by Member Hinze move to make a clerical correction regarding referencing the calling Items Nos. 5 and 6 together to calling Items Nos. 7 and 8 together (File Nos. 16042 and 16043). (00:21:00 – 01:04:00)

Public Comment:

Peter Warfield stated he had no objection to the clerical correction but stated that the Task Force does not have any procedure for calling items together.

The motion PASSED by the following vote:

Ayes: 8 - Eldon, J. Wolf, Tesfai, Maass, Cannata, Fischer, Hinze, B. Wolfe

Noes: 0 - None

Absent: 1 - Chopra

Excused 1 - Hyland

Member Tesfai, seconded by Member Cannata, moved to adopt the amendments to the Sunshine Ordinance Task Force August 3, 2016, agenda.

Public Comment:

Peter Warfield stated he had no objection to the adoption of the amended agenda but expressed concern regarding the combination of complaints.

Ray Hartz stated that the Task Force has no procedure for combining complaints.

The motion PASSED by the following vote:

Ayes: 8 - Eldon, J. Wolf, Tesfai, Maass, Cannata, Fischer, Hinze, B. Wolfe

Noes: 0 - None

Absent: 1 - Chopra

Excused 1 - Hyland

2. Approval of minutes from the Sunshine Ordinance Task Force July 6, 2016, meeting.

The Task Force discussed the meeting minutes.

Public Comment:

Peter Warfield suggested that additional explanatory information should be included in the minutes and stated his agreement of reviewing minutes at the beginning of the meeting. Mr. Warfield provided suggestions to amend his comments during the July 6, 2016, meeting.

The Task Force requested that Mr. Warfield provide his proposed amendments to the July 6, 2016, minutes in a written format.

Member Hinze, seconded by Member Fischer, moved to approve the minutes as amended.

The motion PASSED by the following vote:

Ayes: 8 - Eldon, J. Wolf, Tesfai, Maass, Cannata, Fischer, Hinze, B. Wolfe

Noes: 0 - None

Absent: 1 - Chopra

Excused 1 - Hyland

3. Sunshine Ordinance Task Force - Chair's Report:

- **Superior Court ruling that redactions of public records does not fall within the state law that allows for charges related to "data compilation, extraction, or programming to produce the record."**
- **Development of training regarding the Sunshine Ordinance**
- **Appointments of members to the Sunshine Ordinance Task Force Committees**

Chair Bruce Wolfe provided a summary of the Superior Court ruling regarding charges related to data compilation, extraction, or programming to produce the records.

Deputy City Attorney Colla provided comments and responded to questions from the Task Force.

Public Comment:

Ray Hartz provided his experience related to the Police Department's resistance to providing public information.

Peter Warfield requested specifics of the court case and its relation to San Francisco.

Chair Bruce Wolfe provided a summary of his intention to conduct training for members of the Task Force, stated his intentions for changes to the committee schedule and procedure, provided his appointments to the committee of the Task Force and stated his intention to rotate the membership of the committee at least once during the next year.

Chair Wolfe provided the following committee assignment:

Compliance and Amendments Committee F. Cannata (Chair), C. Hyland, D. Maass	2 nd Monday of the Month bi-monthly at 4:00 pm (odd)
Education Outreach and Training Committee J. Wolf (Chair), E. Eldon, L. Fischer	3 rd Tuesday of the Month bi-monthly at 4:00 pm (even)
Complaint Committee L. Tesfai (Chair), F. Hinze, V. Baranetsky	4 th Tuesday of the Month at 4:00 pm
Rules Committee F. Hinze (Chair), L. Fischer, C. Hyland	Meets as needed

Public Comment:

Ray Hartz stated that the complaint form allows for complainants to decide whether or not they wish to have a public hearing and provided other related information.

Nick Pasquariello stated that the education of Task Force members should be open to the public.

Peter Warfield stated training is valuable and the custodian of records should provide responses to requests as soon as possible.

4. **File No. 16060: Report** - Board of Supervisors (File No. 160478) proposed amendment to the Campaign and Governmental Conduct Code requiring Commissioners to file Behested Payment Reports regarding the solicitation of charitable contribution over \$5,000.

Task Force Administrator provided an update and the Task Force discussed the matter.

Member Tesfai, seconded by Member Cannata, moved to continue the matter to the call of the chair.

Public Comment:

Ray Hartz questioned the Public Library's encouraging donation/participation to the Friends of the Public Library.

The motion PASSED by the following vote:

Ayes: 8 - Eldon, J. Wolf, Tesfai, Maass, Cannata, Fischer, Hinze, B. Wolfe

Noes: 0 - None

Absent: 1 - Chopra

Excused 1 - Hyland

5. **Public Comment:** Members of the public may address the Sunshine Ordinance Task Force (SOTF) on matters that are within SOTF's jurisdiction, but not on today's agenda. ***Public comment shall be taken at 5:00 pm or as soon thereafter as possible. (01:04:00 – 01:16:00)***

Speakers:

Ray Hartz commented on the combining of his complaints against the Library Commission and stated it is up to staff to insure the agenda complies with Sunshine. Mr. Hartz stated that although violations may be corrected the violations still occurred.

Peter Warfield expressed appreciation that the Task Force is changing for the better and for the active membership.

Recommendation from the Compliance and Amendments Committee.

(The Compliance and Amendments Committee held a hearing to review File Nos. 16023, 16042, 16043, and 16054, and issued a report and/or recommendation for the Sunshine Ordinance Task Force's (SOTF) review. Upon review of the Committee's recommendations the SOTF shall: 1) accept the recommendation of the Committee; or 2) schedule the complaint for a hearing before the SOTF at a future date.

6. **File No. 16023:** Complaint filed by Nick Pasquariello against Mayor Edwin Lee and Steve Kawa, Office of the Mayor, for allegedly violating Administrative Code (Sunshine Ordinance), Sections 67.21 (b) and 67.25, by failing to respond to an Immediate Disclosure Request in a timely and/or complete manner. (01:16:00 –)
(On June 21, 2016, the Compliance and Amendments Committee referred the matter to the Task Force with the recommendation to find jurisdiction and to find that Mayor Edwin Lee and Chief of Staff Steve Kawa, Office of the Mayor, violated Administrative Code (Sunshine Ordinance), Section 67.21 (b) by failing to respond to a public records request in an appropriate manner and Section 67.25, by failing to respond to an Immediate Disclosure Request in a timely manner.)

Nick Pasquariello (Complainant) provided an overview of the complaint and requested the Task Force to find violations. Kirsten Macaulay, Office of the Mayor (Respondent), provided a summary of the department's position and stated that Mr. Pasquariello was verbally informed that additional time was needed to respond to his request and that all records have been provided. A question and answer period followed.

Member Tesfai, seconded by Member Eldon, moved to adopt the recommendation of the Compliance and Amendments Committee to find that the Task Force has jurisdiction and that Mayor Edwin Lee, and Steve Kawa, Office of the Mayor, violated Administrative Code (Sunshine Ordinance), Section 67.21 (b) by failing to respond to a public records request in an appropriate manner and Section 67.25, by failing to respond to an Immediate Disclosure Request in a timely manner.

Public Comment:

Peter Warfield summarized the complaint and stated the documents provided were not responsive to the Immediate Disclosure Request.

Ray Hartz stated that a violation of the Sunshine Ordinance occurred and the requested documents were not provided.

The motion PASSED by the following vote:

Ayes: 8 - Eldon, J. Wolf, Tesfai, Maass, Cannata, Fischer, Hinze, B. Wolfe

Noes: 0 - None

Absent: 1 - Chopra

Excused 1 - Hyland

7. **File No. 16042:** Complaint filed by Ann Treboux against the War Memorial Board of Trustees for allegedly violating Administrative Code (Sunshine Ordinance), Section 67.16, by failing to make draft minutes of each meeting available for inspection and copying upon request no later than ten working days after the meeting (January 14, 2016, draft minutes).

(On June 21, 2016, the Compliance and Amendments Committee referred the matter to the Task Force with the recommendation to find jurisdiction and to find that the War Memorial Board of Trustees violated Administrative Code (Sunshine Ordinance), Section 67.16, by failing to make the draft minutes for the January 14, 2016, and April 14, 2016, meetings available for inspection and copying upon request no later than ten working days after the meeting (File Nos. 16042 and 16043).

The Task Force reviewed the recommendation of the Compliance and Amendments Committee.

Member J. Wolf moved to combine File No. 16042 and 16043. The motion failed due to the lack of a seconded.

Member Fischer, seconded by Member Tesfai, moved to adopt the recommendation of the Compliance and Amendments Committee to find that the Task Force has jurisdiction and that the War Memorial Board of Trustees violated Administrative Code (Sunshine Ordinance), Section 67.16, by failing to make the draft minutes for the January 14, 2016, meetings available for inspection and copying upon request no later than ten working days after the meeting.

Public Comment:

Ray Hartz stated that the Complaint Committee can streamline the process by combining files but the members of the full Task Force should be allow to ask questions and make final determinations.

Peter Warfield inquired about repeated violation resulting in willful violations.

The motion PASSED by the following vote:

Ayes: 8 - Eldon, J. Wolf, Tesfai, Maass, Cannata, Fischer, Hinze, B. Wolfe

Noes: 0 - None

Absent: 1 - Chopra

Excused 1 - Hyland

8. **File No. 16043:** Complaint filed by Ann Treboux against the War Memorial Board of Trustees for allegedly violating Administrative Code (Sunshine Ordinance), Section 67.16, by failing to make draft minutes of each meeting available for inspection and copying upon request no later than ten working days after the meeting (April 14, 2016, draft minutes).

(On June 21, 2016, the Compliance and Amendments Committee referred the matter to the Task Force with the recommendation to find jurisdiction and to find that the War Memorial Board of Trustees violated Administrative Code (Sunshine Ordinance), Section 67.16 by failing to make the draft minutes for the January 14, 2016, and April 14, 2016, meetings available for inspection and copying upon request no later than ten working days after the meeting (File Nos. 16042 and 16043).

The Task Force reviewed the recommendation of the Compliance and Amendments Committee.

Member Fischer, seconded by Member Hinze, moved to adopt the recommendation of the Compliance and Amendments Committee to find that the Task Force has jurisdiction and that the War Memorial Board of Trustees violated Administrative Code (Sunshine Ordinance), Section 67.16, by failing to make the draft minutes for the April 14, 2016, meetings available for inspection and copying upon request no later than ten working days after the meeting.

Public Comment:

None.

The motion PASSED by the following vote:

Ayes: 8 - Eldon, J. Wolf, Tesfai, Maass, Cannata, Fischer, Hinze, B. Wolfe

Noes: 0 - None

Absent: 1 - Chopra

Excused 1 - Hyland

9. **File No. 16054:** Complaint filed by Ann Treboux against the War Memorial Board of Trustees for allegedly violating Administrative Code (Sunshine Ordinance), Section 67.7, by failing to post a current agenda on its internet site at least 72 hours before a regular meeting.

(On June 21, 2016, the Compliance and Amendments Committee referred the matter to the Task Force with the recommendation to find jurisdiction and to find that the War Memorial Board of Trustees violated Administrative Code (Sunshine Ordinance), Section 67.7 by failing to post the June 9, 2016, agenda on its internet site at least 72 hours before a regular meeting.)

The Task Force reviewed the recommendation of the Compliance and Amendments Committee.

Member Hinze, seconded by Member Fischer, moved to adopt the recommendation of the Compliance and Amendments Committee to find that the Task Force has jurisdiction and that the War Memorial Board of Trustees, violated Administrative Code (Sunshine Ordinance), Section 67.7, by failing to post the June 9, 2016, agenda on its internet site at least 72 hours before the regular meeting.

Public Comment:

Peter Warfield expressed support for the proposed motion.

The motion PASSED by the following vote:

Ayes: 8 - Eldon, J. Wolf, Tesfai, Maass, Cannata, Fischer, Hinze, B. Wolfe

Noes: 0 - None

Absent: 1 - Chopra

Excused 1 - Hyland

10. **File No. 16040:** Complaint filed by Geoffrea Morris against Executive Director Toye Moses, Renee Willette, and the Southeast Community Facility Commission for allegedly violating Administrative Code (Sunshine Ordinance), Sections 67.7, 67.8, and 67.15, by failing to provide an agenda description that is meaningful and sufficiently clear to alert a person of average intelligence and education whose interests are affected by the item; failing to include information regarding the Sunshine Ordinance in the meeting agenda; failing to properly notice a Closed Session; and failing to provide an opportunity for members of the public to address the body (April 20, 2016, meeting). (01:45:00 – 02:25:00)

Member Hinze, seconded by Member Eldon, moved to find jurisdiction.

The Task Force opined that certain portion of the complaint may not be under their jurisdiction. Deputy City Attorney Colla provided comments and responded to questions from the Task Force.

Public Comment:

None.

The motion PASSED by the following vote:

Ayes: 8 - Eldon, J. Wolf, Tesfai, Maass, Cannata, Fischer, Hinze, B. Wolfe

Noes: 0 - None

Absent: 1 - Chopra

Excused 1 - Hyland

Geoffrea Morris (Complainant) provided an overview of the complaint and requested the Task Force to find violations. In addition to the listed complaints Ms. Morris alleged that members of the public were present during closed session discussions. There were no speakers in support of the Complainant. Renee Willette (Respondent), provided a summary of the department's position and stated that Executive Director Toye Moses has retired and is no longer with the Commission. Ms. Willette acknowledged that the Sunshine information required by Administrative Code, Sections 67.7 (g)(h), did not appear on the agenda and the issue has been addressed for all future agendas. Ms. Willette stated that only members of the Commission, staff and relevant applicants were present during the closed session portion of the meeting. There were no speakers in support of the Respondent. A question and answer period followed. The issue of bodies subject to Charter, Section 4.101.5 and the 60 day limit for holdover appointee was discussed. However, it was determined that Charter, Section 4.101.5 does not apply to the Southeast Community Facility Commission. The Respondent and Complainant were provided the opportunity for rebuttals.

Member Maass, seconded by Member Hinze, moved to find that former Executive Director Toye Moses, Renee Willette, and the Southeast Community Facility Commission violated Administrative Code (Sunshine Ordinance), Sections 67.7 (g)(h), by failing to include required information regarding the Sunshine Ordinance in their April 20, 2016, agenda.

Public Comment:

Ray Hartz stated that finding a violation is needed in order to establish a possible pattern of violation.

The motion PASSED by the following vote:

Ayes: 8 - Eldon, J. Wolf, Tesfai, Maass, Cannata, Fischer, Hinze, B. Wolfe

Noes: 0 - None

Absent: 1 - Chopra

Excused 1 - Hyland

The meeting was recessed from 6:30 p.m. and reconvened at 6:45 p.m.

11. **File No. 16046:** Complaint filed by Ray Hartz against Regina Dick-Endrizzi and the Small Business Commission for allegedly violating Administrative Code (Sunshine Ordinance), Section 67.25 (a), by failing to respond to an Immediate Disclosure Request in a timely and/or complete manner and failing to request an extension of time to respond. (02:25:00 – 02:52:00)

Member Hinze, seconded by Member Cannata, moved to find jurisdiction.

Public Comment:

Peter Warfield expressed support for the motion.

The motion PASSED by the following vote:

Ayes: 8 - Eldon, J. Wolf, Tesfai, Maass, Cannata, Fischer, Hinze, B. Wolfe

Noes: 0 - None

Absent: 1 - Chopra

Excused 1 - Hyland

Chair Bruce Wolfe disclosed his association with Regina Dick-Endrizzi and stated that it would not affect his ability to adjudicate the matter impartially.

Ray Hartz (Complainant) provided an overview of the complaint and requested the Task Force to find violations. There were no speakers in support of the Complainant. Regina Dick-Endrizzi, Office of Small Business (Respondent), provided a summary of the department's position and provided a description of the department's structure in an effort to show that the Office of Small Business is not the custodian of the requested record. Ms. Dick-Endrizzi stated that the records request was forwarded to the appropriate party for processing. However, the custodian of the requested records had not previously processed personnel records requests and was unaware of the proper compliance procedures which resulted in a delayed/incorrect response. There were no speakers in support of the Respondent. A question and answer period followed. The Task Force opined that a department cannot invalidate an Immediate Disclosure Request but may request, by the end of the next business day, an extension 10 day pursuant to Administrative Code, Section 67.25 (a). The Respondent and Complainant were provided the opportunity for rebuttals.

Member Cannata, seconded by Member Tasfai, moved to find that Regina Dick-Endrizzi and the Small Business Commission violated Administrative Code (Sunshine Ordinance), Section 67.25 (a), by failing to respond to and Immediate Disclosure Request in a timely manner.

Public Comment:

Peter Warfield stated that there was a willful violation of the Sunshine Ordinance as the request for records provided clear and detailed information

The motion PASSED by the following vote:

Ayes: 8 - Eldon, J. Wolf, Tesfai, Maass, Cannata, Fischer, Hinze, B. Wolfe
Noes: 0 - None
Absent: 1 - Chopra
Excused 1 - Hyland

12. **File No. 16047:** Complaint filed by Ray Hartz against Mark Dwight, the Office of Small Business, and the Small Business Commission for allegedly violating Administrative Code (Sunshine Ordinance), Sections 67.9 (a) and 67.15 (c), by failing to make the April 25, 2016, meeting agenda available in a timely manner and failing to accept public comment on Agenda Items Nos. 7, 8, 9 and 10. (02:52:00 – 03:19:00)

Member Maass, seconded by Member Hinze, moved to find jurisdiction.

Public Comment:
None.

The motion PASSED by the following vote:

Ayes: 8 - Eldon, J. Wolf, Tesfai, Maass, Cannata, Fischer, Hinze, B. Wolfe
Noes: 0 - None
Absent: 1 - Chopra
Excused 1 - Hyland

Chair Bruce Wolfe disclosed his association with Regina Dick-Endrizzi and stated that it would not affect his ability to adjudicate the matter impartially.

Ray Hartz (Complainant) provided an overview of the complaint and requested the Task Force to find violations. There were no speakers in support of the Complainant. Regina Dick-Endrizzi, Office of Small Business (Respondent), provided a summary of the department's position. Ms. Dick-Endrizzi acknowledged that public comment was abridged even though the printed agenda has a statement which allows public comment on each item listed in their agenda. However, Ms. Dick-Endrizzi stated that agenda for the meeting were made available but due to an unanticipated number of public attendees they ran out of agenda. Ms. Dick-Endrizzi stated that in the future they will bring binders with the meeting packet for public use and print additional agendas as may be needed. There were no speakers in support of the Respondent. A question and answer period followed. The Respondent and Complainant were provided the opportunity for rebuttals.

Member Tesfai, seconded by Member Hinze, moved to find that Mark Dwight, the Office of Small Business, and the Small Business Commission violated Administrative Code (Sunshine Ordinance), Sections 67.9 (a) and 67.15 (c), by failing to make meeting agendas and any other documents on file related to a matter anticipated for discussion or consideration at public meeting available to the public and failing to provide an opportunity for each member of the public to address the body concerning agenda items prior to action thereupon.

Public Comment:

Peter Warfield expressed agreement with the motion and appreciation with Ms. Dick-Endrizzi's explanation of the matter.

The motion PASSED by the following vote:

Ayes: 8 - Eldon, J. Wolf, Tesfai, Maass, Cannata, Fischer, Hinze, B. Wolfe
Noes: 0 - None
Absent: 1 - Chopra
Excused 1 - Hyland

SPECIAL ORDER – The hearing on File No. 16053 will not begin earlier than 6:00 p.m.

13. **File No. 16053:** Complaint filed by Joel Ekno against Officer Candy Hilder and the Police Department for allegedly violating Administrative Code (Sunshine Ordinance), Section 67.21, by failing to respond to a public records request in a timely and/or complete manner. (03:19:00 – 04:34:00)

Member Cannata, seconded by Member Hinze, moved to find jurisdiction.

Public Comment:

None.

The motion PASSED by the following vote:

Ayes: 8 - Eldon, J. Wolf, Tesfai, Maass, Cannata, Fischer, Hinze, B. Wolfe
Noes: 0 - None
Absent: 1 - Chopra
Excused 1 - Hyland

Joel Ekno (Complainant) provided an overview of the complaint and requested the Task Force to find violations. There were no speakers in support of the Complainant. Sgt. Maria Hermina Ciriaco, Legal Division, Police Department (Respondent), provided a summary of the department's position. Sgt. Ciriaco stated that Officer Anderson (Star #835) accepted the incident report from Mr. Enko and that Officer Candy Hilder, Special Victims Unit, Missing Persons, processed and denied the request for a copy of the incident report. Sgt. Ciriaco stated that the record request was denied pursuant to California Government Code, Section 6254 (f), in order to protect the victim of a crime and to avoid the disclosure of protected medical information included in the report. However, Sgt. Ciriaco could not provide an explanation as to reason for the delay in responding to the request for records. There were no speakers in support of the Respondent. A question and answer period followed. The Respondent and Complainant were provided the opportunity for rebuttals.

Member Wolfe, seconded by Member Hinze, moved to find that Officer Candy Hilder and the Police Department violated Administrative Code (Sunshine Ordinance), Sections 67.21 (a) (b) and (c), by failing to provide public records without unreasonable delay; failing to provide public records within 10 days or justify withholding any record by demonstrating, in writing as soon as possible and within ten days following receipt of a request, that the record in question is exempt; and failing to assist a requester in identifying the existence, form and nature of any records or information maintain or assist a requester in directing a request to the proper office or staff person.

Public Comment:

Ray Hartz provided a summary of the complaint and stated that the department did not justify the request denial.

Peter Warfield expressed support for the motion and the efforts of the Task Force. Mr. Warfield stated that a person knowledgeable of the complaint did not appear for the hearing.

Member Wolfe, seconded by Member Hinze, moved to amend the motion to find that Officer Candy Hilder and the Police Department violated Administrative Code (Sunshine Ordinance), Sections 67.21 (a) (b) (c) and (e), by failing to provide public records without unreasonable delay; failing to provide public records within 10 days or justify withholding any record by demonstrating, in writing as soon as possible and within ten days following receipt of a request, that the record in question is exempt; failing to assist a requester in identifying the existence, form and nature of any records or information maintain or assist a requester in directing a request to the proper office or staff person; and failing to send an authorized representative of the custodian of the public record able to explain the basis for the decision to withhold the records requested.

Public Comment:

Ray Hartz stated that an addition violation of Administrative Code, Section 67.34, should be consider for willful violation.

Peter Warfield expressed agreement with Mr. Hertz's statement.

The motion PASSED by the following vote:

Ayes: 8 - Eldon, J. Wolf, Tesfai, Maass, Cannata, Fischer, Hinze, B. Wolfe

Noes: 0 - None

Absent: 1 - Chopra

Excused 1 - Hyland

Chair Wolfe referred the matter to the Compliance and Amendments Committee and requested that Officer Anderson (Star #835), Officer Candy Hilder, and Lt. Kathryn Waaland attend the meeting to explain why the requested records cannot be provided and/or provide the requested records (Police Report No. 160094640). If applicable, it should be taken into consideration that the requester originally submitted the incident report and may have certain privileges in the matter. In addition, please provide information regarding the month long delay in responding to the records request (Records requested on February 8, 2016, and February 25, 2016. Denial of request for records not provided until March 29, 2016).

14. **Administrator's Report, Complaints and Communications.**

- **Task Force and Committee Hearing Schedule**
- **Complaints Submitted and Hearing Files Created**
- **Communications to the Task Force**
- **Summary of Pending Complaints and Other Issues**

Task Force Administrator Victor Young presented the Administrator's Report.

Public Comment:

None.

15. **Announcements, Comments, Questions, and Future Agenda Items by Members of the Sunshine Ordinance Task Force.**

Member Maass request an informational hearing regarding Open Data SF.

Member Eldon inquire into database tables and their use in making records open to the public and accessible online.

16. **ADJOURNMENT**

There being no further business the meeting was adjourned at 9:05 p.m.

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.

APPROVED by the Sunshine Ordinance Task Force: September 7, 2016