



SUNSHINE ORDINANCE TASK FORCE

CITY AND COUNTY OF SAN FRANCISCO

Minutes – Draft

Room 278
City Hall, 1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4689

January 15, 2019 - 5:00 PM

Special Meeting

Seat 1	Matthew Cate	Seat 7	Rodman Martin
Seat 2	Lila LaHood	Seat 8	Frank Cannata
Seat 3	Josh Wolf	Seat 9	Chris Hyland - Vice Chair
Seat 4	Rishi Chopra	Seat 10	Matthew Yankee
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 B. Wolfe called the meeting to order at 5:34 p.m. On the call of the roll Chair B. Wolfe, Vice-Chair Hyland, Members Cate, Martin, Yankee, LaHood, J. Wolf, and Hinze were noted present. Members Chopra, Cannata, and Tesfai were noted not present. There was a quorum.

2. **Public Comment:** Members of the public may address the Committee on matters that are within the Committee's jurisdiction but not on today's agenda.

Journalist, Richard Knee, who formerly served on the Sunshine Ordinance Task Force, spoke about the Board of Supervisors not being supportive of Sunshine and the potential problems with the Mayor's Office.

3. **File No. 18096:** Sunshine Ordinance Task Force Strategic Planning and Orientation.

- Effects and benefits of Prop B on Sunshine Ordinance
 - Mr. Knee stated that voters approved Proposition B which includes allowing the Board of Supervisors to amend the Sunshine Ordinance. Chair Wolfe spoke about adjudicating 67.34 cases and possibly writing a new set of rules for enforcement; willful misconduct and willful failure. Chair Wolfe stated the importance of applying Robert's Rules of Order to SOTF meetings. Chair Wolfe reviewed the importance of public comment and decorum at SOTF meetings.

Chair Wolfe stated that the importance of the Sunshine Ordinance is that it creates more transparency and expediency in government and which is the purpose of the Ordinance. Chair Wolfe also spoke about Section 67.29 of the Ordinance and the new SharePoint system which will be implemented by the City in the near future and will allow for ease of retrieving documents. Chair Wolfe stated the importance of following 67.21(d).

- Review and report of one or more commission, board or other policy body, or other deliberative appointive body required to comply with the Sunshine Ordinance by Compliance and Amendments and/or Education, Outreach and Training Committee.

Chair Wolfe stated that the City Attorney can determine if a record is public or not. Chair Wolfe also stated that if a member of the public disagrees with the committee, they can bring it to the Ethics Commission. Chair Wolfe said that for Ethics to change a ruling, it must be because the SOTF overlooked something important.

Chair Wolfe stated that Proposition B, which is a Charter Amendment, is for City contractors and that as a contractor you cannot share or sell your information unless it is in the contract. Chair Wolfe stated that they don't expect anything to come up before the Board of Supervisors without the SOTF Members knowing in advance. Member J. Wolf stated that possible changes to the Sunshine Ordinance could be May 31, 2019, and that issues with privacy the SOTF should be consulted with before it can be voted on. Chair Wolfe stated that this legislation is not to amend the voter approved finding and purpose of the Ordinance. Member J. Wolf stated that he would like to see this item agendaized for a future date before the SOTF to address this issue to members of the public. Chair Wolfe stated that it has been suggested that professional hearing officers be appointed, and that matters be adjudicated the same way a court would handle them.

- Review/discuss specific sections of Sunshine Ordinance that may need revisions. Member J. Wolf stated the importance of Section 67.A.1 regarding phones, audio devices and other equipment that may disrupt proceedings and that the Chair is required to inform those attending the hearing to turn off their devices. Chair Wolfe discussed possible revisions to the Complaint procedure; especially the question and answer period/rebuttals and making sure that there is clarification of the case, so that a motion can be made and the matter can be concluded. Chair Wolfe stated that it is important to have the process in terms of a legal standing. Chair Wolfe stated that possibly the SOTF could approach the District Attorney or the Attorney General asking for their opinion on violations of the ADA policy at City Hall. Chair Wolfe stated that with regard to 67.30(c) the SOTF can advise the Board of Supervisors and the Sheriff on ways to implement this section of the Sunshine Ordinance; possibly sending a City-wide memo saying with regards to public meetings, it is our opinion that through research, that practices for people with disabilities and service animals, that members of the public should be allowed to attend these meetings. Chair Wolfe addressed attendance at SOTF meetings, excused absences and possibly amending the By-laws.

- SOTF Committee assignments
Chair Wolfe stated that he makes committee assignments based on what each Member stated they would prefer.

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

There were no announcements.

5. **ADJOURNMENT**

There being no further business the meeting was adjourned at 9:14 p.m.

**APPROVED: Draft
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.