File No. 19091 Item No. 11

SUNSHINE ORDINANCE TASK FORCE
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Sunshine Ordinance Task Force **Date: January 21, 2020**

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Completed by: C. Leger **Date** 1/13/20

* An asterisked item represents the cover sheet to a document that exceeds 25 pages. The complete document is in the file on a disk

Leger, Cheryl (BOS)

From: Google Forms <sfbdsupvrs@gmail.com>
Sent: Monday, August 26, 2019 11:31 AM
To: SOTF, (BOS)
Subject: New Response Complaint Form

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

Your form has a new entry.

Here are the results.

Complaint against which Department or Commission	Office of Mayor
Name of individual contacted at Department or Commission	London N. Breed (Mayor), Hank Heckel (Compliance Officer), Tyrone Jue (Senior Advisor), Sean Elsbernd (Chief of Staff), Andres Power (Policy Director), Andrea Bruss (Deputy Chief of Staff), Marjan Philhour (Senior Advisor), Jeff Cretan (Communications Director), Sophia Kittler (Liaison to the Board)
Alleged Violation	Public Records
Sunshine Ordinance Section:	67.21, 67.26, 67.27, and 67.29-7
Please describe alleged violation	Individual respondents are custodians of public records requested on their personal property subject to a City of San Jose v Superior Court (2017) search. Complaint attached here:

https://cdn.muckrock.com/outbound_request_attachments/Anonymous_2859385/76434/SOTF-Mayor-20190826-Complaint.pdf
Exhibits attached here:
https://cdn.muckrock.com/outbound_request_attachments/Anonymous_2859385/76434/SOTF-Mayor-20190826-Exhibits.pdf

This complaint is regarding, inter alia, the Office of Mayor's:
- failure to provide various email in .msg format and with headers,
- use of personal and/or secret communications technologies to discuss the people's business,
- use of scanned PDFs instead of text PDFs, and
- lack of specificity re: redaction justification.

This is similar to 19044 v. the City Attorney's office, but there are new issues not covered in 19044.

Email 76434-70600365@requests.muckrock.com

If anonymous, please let us know how to contact you. Thank you. 76434-70600365@requests.muckrock.com

Sent via Google Forms Email

CITY AND COUNTY OF SAN FRANCISCO

DENNIS J. HERRERA
City Attorney

OFFICE OF THE CITY ATTORNEY

PEDER J. V. THOREEN
Deputy City Attorney

Direct Dial: (415) 554-3846
Email: Peder.Thoreen@sfcityatty.org

MEMORANDUM
PRIVILEGED AND CONFIDENTIAL

TO: Sunshine Ordinance Task Force

FROM: Peder J. V. Thoreen
Deputy City Attorney

DATE: September 11, 2019

RE: Complaint No. 19091: Anonymous v. Office of the Mayor, London Breed, Hank Heckel, Tryone Jue, Sean Elsbernd, Andres Power, Andrea Bruss, Marjon Philhour, Jeff Cretan, Sophia Kittler

COMPLAINT

An anonymous complainant ("Complainant") alleges that Respondents violated public records laws by failing to provide public records.

COMPLAINANT FILES COMPLAINT

On August 26, 2019, Complainant filed this complaint with the Task Force, alleging that the Mayor's office and various officials affiliated with that office failed to provide complete responses to Complainant's requests for public records, in violation of Administrative Code sections 67.21, 67.26, 67.27, 67.29-7, and Government Code sections 6253, 6253.9, and 6255.

JURISDICTION

Respondents are subject to the Sunshine Ordinance and the California Public Records Act ("CPRA") regarding records requests. Respondents do no dispute jurisdiction.

APPLICABLE STATUTORY SECTION(S)

Section 67 of the San Francisco Administrative Code:

- Section 67.21 governs responses to a public records request in general.
- Section 67.26 provides that withholding of public records shall be kept to a minimum.
- Section 67.27 sets forth requirements for justifying the withholding of information.
- Section 67.29-7 sets standards regarding the retention of correspondence and records.

Sections 6253, 6235.9, and 6255 of the Cal. Govt. Code (CPRA)

- Section 6253(c) governs the timeframe in which general requests for public documents must be honored.
- Section 6235.9 governs the production of public documents in electronic format.
- Section 6255(a) regards the circumstances in which the public interest in withholding a record outweighs the public interest in disclosure.

APPLICABLE CASE LAW

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TO: Sunshine Ordinance Task Force
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- None

BACKGROUND

On July 2, 2019, Complainant requested a number of categories of documents from Respondents, essentially asking for a recent sample of all communications to or from Respondents regarding City business, whether via official City email accounts, personal accounts, or some other form.

On July 10, 2019, Hank Heckel of the Mayor's office notified Complainant that it was invoking a 14-day extension. On July 26, 2019, the Office of the Mayor provided documents that it deemed responsive to Complainant's requests. On the same day, the Office of the Mayor provided Complainant with additional responsive records. These responses, in addition to an email the following day, generally invoked certain exceptions from disclosure and/or a basis for redaction, without specifying which particular matters were being withheld on any particular basis. On July 29, 2019, the Office of the Mayor provided Complainant with additional documents it deemed responsive to Complainant's requests.

Complainant does not contest the timeliness of the responses. But Complainant raises seven distinct complaints regarding Respondent's documents:

1. Complainant contends that San Francisco Administrative Code 67.29-7 has been violated because certain Respondents used "personal ... apps" like "'Signal'" "to communicate about the public's business."

2. Complainant asserts that Respondents responses, in pdf format, lack headers and metadata that were specifically requested in Complainant's request.

3. Complainant further alleges that the withholding of the headers/metadata referenced in #2, violates the Sunshine Ordinance requirement that withholdings be kept to a minimum.

4. Complainant contends that the Sunshine Ordinance was violated because Respondents' response did not justify the withholding of headers and metadata from the production.

5. Complainant contends that California Government Code sec. 6253.9, regarding the production of documents in the electronic format in which the documents are maintained by the entity, was violated for the reasons stated above.

6. Complainant contends that California Government Code sec. 6253(a), which requires that the "[a]ny reasonably segregable portion of a record shall be available for inspection by any

person requesting the record after deletion of the portions that are exempted by law," was violated for the same reasons set forth in #4, set forth above.

7. Finally, Complainant contends that California Government Code sec. 6255(a), which requires that the "[t]he agency shall justify withholding any record by demonstrating that the record in question is exempt under express provisions of this chapter or that on the facts of the particular case the public interest served by not disclosing the record clearly outweighs the public interest served by disclosure of the record," was violated for the reasons set forth in point #2, above.

In response, Respondents contend that Administrative Code 67.29-7 was not violated because the communications sent via Signal, while they could have been encrypted or automatically deleteted by the relevant software, were produced to Complainant. In addition, Respondents contends that they were not required to produce certain records held by Tryrone Jue because Respondents did not believe Mr. Jue to be within the scope of the request.

Respondents respond to their withholding of certain metadata and redacted information on the grounds asserted in Complaint No. 19044, *Anonymous v. Herrera, et al*. As we wrote in regard to that complaint:

> In their May 17, 2019, written submission to the Task Force, Respondents point out that on April 24, 2019, they provided two responsive emails that had been exchanged between their office and "Muck Rock" on April 18 and 19. When the Complainant requested metadata associated with those emails, the City Attorney's office "elected to supplement [its] production" and gave "the requester the metadata we were able to find following a reasonable and diligent good faith search." However, "[t]o safeguard the security of our computer system," Respondents withheld "certain portions of the metadata that describe unique identifiers for our individual computer terminals and computer servers and our security certificates and similar information." In support of their general position on the production of metadata, Respondents identify various privilege-related and security concerns regarding the disclosure of metadata, argue that the CPRA does not provide authoritative guidance regarding whether metadata are subject to disclosure, and contend that their position is consistent with the City Attorney's position, as set forth in the Good Government Guide.

QUESTIONS THAT MIGHT ASSIST IN DETERMINING FACTS

- What is the legal basis for withholding metadata where an email with which it is associated is otherwise a disclosable public record?
- Did Respondents properly articulate the basis for the redactions in the documents they produced?

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TO: Sunshine Ordinance Task Force
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- Is the use of Signal a violation of San Francisco's Sunshine Ordinance? Does the answer depend on whether messages are encrypted or automatically deleted?

LEGAL ISSUES/LEGAL DETERMINATIONS

- Did the Mayor's Office violate the Sunshine Ordinance or CPRA by allegedly failing to satisfy Complainant's request for public records in a complete manner?

CONCLUSION

THE TASK FORCE FINDS THE FOLLOWING FACTS TO BE TRUE:

THE TASK FORCE FINDS THE ALLEGED VIOLATIONS TO BE **TRUE OR NOT TRUE.**

* * *

MEMORANDUM
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TO: Sunshine Ordinance Task Force
DATE: September 11, 2019
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CHAPTER 67, SAN FRANCISCO ADMINISTRATIVE CODE (SUNSHINE ORDINANCE)

SEC. 67.21. PROCESS FOR GAINING ACCESS TO PUBLIC RECORDS; ADMINISTRATIVE APPEALS

(a) Every person having custody of any public record or public information, as defined herein, (hereinafter referred to as a custodian of a public record) shall, at normal times and during normal and reasonable hours of operation, without unreasonable delay, and without requiring an appointment, permit the public record, or any segregable portion of a record, to be inspected and examined by any person and shall furnish one copy thereof upon payment of a reasonable copying charge, not to exceed the lesser of the actual cost or ten cents per page.

(b) A custodian of a public record shall, as soon as possible and within ten days following receipt of a request for inspection or copy of a public record, comply with such request. Such request may be delivered to the office of the custodian by the requester orally or in writing by fax, postal delivery, or e-mail. If the custodian believes the record or information requested is not a public record or is exempt, the custodian shall 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 under express provisions of this ordinance.

(c) A custodian of a public record shall assist a requester in identifying the existence, form, and nature of any records or information maintained by, available to, or in the custody of the custodian, whether or not the contents of those records are exempt from disclosure and shall, when requested to do so, provide in writing within seven days following receipt of a request, a statement as to the existence, quantity, form and nature of records relating to a particular subject or questions with enough specificity to enable a requester to identify records in order to make a request under (b). A custodian of any public record, when not in possession of the record requested, shall assist a requester in directing a request to the proper office or staff person.

(d) If the custodian refuses, fails to comply, or incompletely complies with a request described in (b), the person making the request may petition the supervisor of records for a determination whether the record requested is public. The supervisor of records shall inform the petitioner, as soon as possible and within 10 days, of its determination whether the record requested, or any part of the record requested, is public. Where requested by the petition, and where otherwise desirable, this determination shall be in writing. Upon the determination by the supervisor of records that the record is public, the supervisor of records shall immediately order the custodian of the public record to comply with the person's request. If the custodian refuses or fails to comply with any such order within 5 days, the supervisor of records shall notify the district attorney or the attorney general who shall take whatever measures she or he deems necessary and appropriate to insure compliance with the provisions of this ordinance.

(e) If the custodian ref

uses, fails to comply, or incompletely complies with a request described in (b) above or if a petition is denied or not acted on by the supervisor of public records, the person making the request may petition the Sunshine Task Force for a determination whether the record requested is

public. The Sunshine Task Force shall inform the petitioner, as soon as possible and within 2 days after its next meeting but in no case later than 45 days from when a petition in writing is received, of its determination whether the record requested, or any part of the record requested, is public. Where requested by the petition, and where otherwise desirable, this determination shall be in writing. Upon the determination that the record is public, the Sunshine Task Force shall immediately order the custodian of the public record to comply with the person's request. If the custodian refuses or fails to comply with any such order within 5 days, the Sunshine Task Force shall notify the district attorney or the attorney general who may take whatever measures she or he deems necessary to insure compliance with the provisions of this ordinance. The Board of Supervisors and the City Attorney's office shall provide sufficient staff and resources to allow the Sunshine Task Force to fulfill its duties under this provision. Where requested by the petition, the Sunshine Task Force may conduct a public hearing concerning the records request denial. An authorized representative of the custodian of the public records requested shall attend any hearing and explain the basis for its decision to withhold the records requested.

(f) The administrative remedy provided under this article shall in no way limit the availability of other administrative remedies provided to any person with respect to any officer or employee of any agency, executive office, department or board; nor shall the administrative remedy provided by this section in any way limit the availability of judicial remedies otherwise available to any person requesting a public record. If a custodian of a public record refuses or fails to comply with the request of any person for inspection or copy of a public record or with an administrative order under this section, the superior court shall have jurisdiction to order compliance.

(g) In any court proceeding pursuant to this article there shall be a presumption that the record sought is public, and the burden shall be upon the custodian to prove with specificity the exemption which applies.

(h) On at least an annual basis, and as otherwise requested by the Sunshine Ordinance Task Force, the supervisor of public records shall prepare a tally and report of every petition brought before it for access to records since the time of its last tally and report. The report shall at least identify for each petition the record or records sought, the custodian of those records, the ruling of the supervisor of public records, whether any ruling was overturned by a court and whether orders given to custodians of public records were followed. The report shall also summarize any court actions during that period regarding petitions the Supervisor has decided. At the request of the Sunshine Ordinance Task Force, the report shall also include copies of all rulings made by the supervisor of public records and all opinions issued.

(i) The San Francisco City Attorney's office shall act to protect and secure the rights of the people of San Francisco to access public information and public meetings and shall not act as legal counsel for any city employee or any person having custody of any public record for purposes of denying access to the public. The City Attorney may publish legal opinions in response to a request from any person as to whether a record or information is public. All communications with the City Attorney's Office with regard to this ordinance, including petitions, requests for opinion, and opinions shall be public records.

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(j) Notwithstanding the provisions of this section, the City Attorney may defend the City or a City Employee in litigation under this ordinance that is actually filed in court to any extent required by the City Charter or California Law.

(k) Release of documentary public information, whether for inspection of the original or by providing a copy, shall be governed by the California Public Records Act (Government Code Section 6250 et seq.) in particulars not addressed by this ordinance and in accordance with the enhanced disclosure requirements provided in this ordinance.

(l) Inspection and copying of documentary public information stored in electronic form shall be made available to the person requesting the information in any form requested which is available to or easily generated by the department, its officers or employees, including disk, tape, printout or monitor at a charge no greater than the cost of the media on which it is duplicated. Inspection of documentary public information on a computer monitor need not be allowed where the information sought is necessarily and unseparably intertwined with information not subject to disclosure under this ordinance. Nothing in this section shall require a department to program or reprogram a computer to respond to a request for information or to release information where the release of that information would violate a licensing agreement or copyright law.

SEC. 67.26. WITHHOLDING KEPT TO A MINIMUM.

No record shall be withheld from disclosure in its entirety unless all information contained in it is exempt from disclosure under express provisions of the California Public Records Act or of some other statute. Information that is exempt from disclosure shall be masked, deleted or otherwise segregated in order that the nonexempt portion of a requested record may be released, and keyed by footnote or other clear reference to the appropriate justification for withholding required by Section 67.27 of this Article. This work shall be done personally by the attorney or other staff member conducting the exemption review. The work of responding to a public-records request and preparing documents for disclosure shall be considered part of the regular work duties of any City employee, and no fee shall be charged to the requester to cover the personnel costs of responding to a records request.

SEC. 67.27. JUSTIFICATION OF WITHHOLDING.

Any withholding of information shall be justified, in writing, as follows:

(a) A withholding under a specific permissive exemption in the California Public Records Act, or elsewhere, which permissive exemption is not forbidden to be asserted by this ordinance, shall cite that authority.

(b) A withholding on the basis that disclosure is prohibited by law shall cite the specific statutory authority in the Public Records Act or elsewhere.

(c) A withholding on the basis that disclosure would incur civil or criminal liability shall cite any specific statutory or case law, or any other public agency's litigation experience, supporting that position.

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TO: Sunshine Ordinance Task Force
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(d) When a record being requested contains information, most of which is exempt from disclosure under the California Public Records Act and this Article, the custodian shall inform the requester of the nature and extent of the nonexempt information and suggest alternative sources for the information requested, if available.

SEC. 67.27-9(a). CORRESPONDENCE AND RECORDS SHALL BE MAINTAINED.

(a) The Mayor and all Department Heads shall maintain and preserve in a professional and businesslike manner all documents and correspondence, including but not limited to letters, e-mails, drafts, memorandum, invoices, reports and proposals and shall disclose all such records in accordance with this ordinance.

GOVERNMENT CODE SECTION 6250, *et seq.* (CPRA)

SEC. 6253

(a) Public records are open to inspection at all times during the office hours of the state or local agency and every person has a right to inspect any public record, except as hereafter provided. Any reasonably segregable portion of a record shall be available for inspection by any person requesting the record after deletion of the portions that are exempted by law.

(b) Except with respect to public records exempt from disclosure by express provisions of law, each state or local agency, upon a request for a copy of records that reasonably describes an identifiable record or records, shall make the records promptly available to any person upon payment of fees covering direct costs of duplication, or a statutory fee if applicable. Upon request, an exact copy shall be provided unless impracticable to do so.

(c) Each agency, upon a request for a copy of records, shall, within 10 days from receipt of the request, determine whether the request, in whole or in part, seeks copies of disclosable public records in the possession of the agency and shall promptly notify the person making the request of the determination and the reasons therefor. In unusual circumstances, the time limit prescribed in this section may be extended by written notice by the head of the agency or his or her designee to the person making the request, setting forth the reasons for the extension and the date on which a determination is expected to be dispatched. No notice shall specify a date that would result in an extension for more than 14 days. When the agency dispatches the determination, and if the agency determines that the request seeks disclosable public records, the agency shall state the estimated date and time when the records will be made available. As used in this section, "unusual circumstances" means the following, but only to the extent reasonably necessary to the proper processing of the particular request:

(1) The need to search for and collect the requested records from field facilities or other establishments that are separate from the office processing the request.

(2) The need to search for, collect, and appropriately examine a voluminous amount of separate and distinct records that are demanded in a single request.

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TO: Sunshine Ordinance Task Force
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(3) The need for consultation, which shall be conducted with all practicable speed, with another agency having substantial interest in the determination of the request or among two or more components of the agency having substantial subject matter interest therein.

(4) The need to compile data, to write programming language or a computer program, or to construct a computer report to extract data.

(d) Nothing in this chapter shall be construed to permit an agency to delay or obstruct the inspection or copying of public records. The notification of denial of any request for records required by Section 6255 shall set forth the names and titles or positions of each person responsible for the denial.

(e) Except as otherwise prohibited by law, a state or local agency may adopt requirements for itself that allow for faster, more efficient, or greater access to records than prescribed by the minimum standards set forth in this chapter.

(f) In addition to maintaining public records for public inspection during the office hours of the public agency, a public agency may comply with subdivision (a) by posting any public record on its Internet Web site and, in response to a request for a public record posted on the Internet Web site, directing a member of the public to the location on the Internet Web site where the public record is posted. However, if after the public agency directs a member of the public to the Internet Web site, the member of the public requesting the public record requests a copy of the public record due to an inability to access or reproduce the public record from the Internet Web site, the public agency shall promptly provide a copy of the public record pursuant to subdivision (b).

SEC. 6253.9

(a) Unless otherwise prohibited by law, any agency that has information that constitutes an identifiable public record not exempt from disclosure pursuant to this chapter that is in an electronic format shall make that information available in an electronic format when requested by any person and, when applicable, shall comply with the following:

(1) The agency shall make the information available in any electronic format in which it holds the information.

(2) Each agency shall provide a copy of an electronic record in the format requested if the requested format is one that has been used by the agency to create copies for its own use or for provision to other agencies. The cost of duplication shall be limited to the direct cost of producing a copy of a record in an electronic format.

(b) Notwithstanding paragraph (2) of subdivision (a), the requester shall bear the cost of producing a copy of the record, including the cost to construct a record, and the cost of programming and computer services necessary to produce a copy of the record when either of the following applies:

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(1) In order to comply with the provisions of subdivision (a), the public agency would be required to produce a copy of an electronic record and the record is one that is produced only at otherwise regularly scheduled intervals.

(2) The request would require data compilation, extraction, or programming to produce the record.

(c) Nothing in this section shall be construed to require the public agency to reconstruct a record in an electronic format if the agency no longer has the record available in an electronic format.

(d) If the request is for information in other than electronic format, and the information also is in electronic format, the agency may inform the requester that the information is available in electronic format.

(e) Nothing in this section shall be construed to permit an agency to make information available only in an electronic format.

(f) Nothing in this section shall be construed to require the public agency to release an electronic record in the electronic form in which it is held by the agency if its release would jeopardize or compromise the security or integrity of the original record or of any proprietary software in which it is maintained.

(g) Nothing in this section shall be construed to permit public access to records held by any agency to which access is otherwise restricted by statute.

SEC. 6255

(a) The agency shall justify withholding any record by demonstrating that the record in question is exempt under express provisions of this chapter or that on the facts of the particular case the public interest served by not disclosing the record clearly outweighs the public interest served by disclosure of the record.

(b) A response to a written request for inspection or copies of public records that includes a determination that the request is denied, in whole or in part, shall be in writing.

Sunshine Ordinance Task Force
Complaint Summary

File No. 19091

Anonymous v. Mayor London Breed and Hank Heckel, Office of the Mayor

Date filed with SOTF: 08/26/19

Contacts information (Complainant information listed first):
Anonymous (76434-70600365@requests.muckrock.com) (Complainant)
Mayor London Breed, Hank Heckel (hank.heckel@sfgov.org) (Respondents)

File No. 19091: Complaint filed by Anonymous against Mayor London Breed, Hank Heckel and the Office of the Mayor for allegedly violating Administrative Code, (Sunshine Ordinance) Sections 67.21, 67.26, 67.27 and 67.29-7, by failing to respond to a request for public records in a timely and/or complete manner.

Administrative Summary if applicable:

Complaint Attached.

Complainant/Petitioners Documents Submission

Leger, Cheryl (BOS)

From: Anonymous <arecordsrequestor@protonmail.com>
Sent: Wednesday, January 15, 2020 5:16 PM
To: Heckel, Hank (MYR)
Cc: SOTF, (BOS)
Subject: Re: SOTF 19091 - summary for the hearing
Attachments: signature.asc

Mr. Heckel,

No one is requiring that each respondent provide separate responses. They are free to delegate to you.

But they as the principals must each be bound by the SOTF's Order since it is their records that must be produced correctly. You are definitely not the only person who produced the records and the PDFs in this case prove that.

Regarding your request:
The City will make it much harder for me to claim willfulness next time if I don't get a full order this time.

Each time I make a concession or give the City the benefit of the doubt assuming they are genuinely improving something, it turns out there are some fingers crossed behind the City's back and some loophole is found to restrict or delay access. Your office has itself done this a few times. Even when I win.

My rights of public access are rights, not privileges subject to the whims or discretion of the government.

I will maintain my complaint as is.

Sent from ProtonMail mobile

NOTE: Nothing herein is legal, IT, or professional advice of any kind. The author disclaims all warranties, express or implied, including but not limited to all warranties of merchantability or fitness. In no event shall the author be liable for any special, direct, indirect, consequential, or any other damages whatsoever. The digital signature, if any, in this email is not an indication of a binding agreement or offer; it merely authenticates the sender. Please do not include any confidential information, as I intend that these communications with the City all be disclosable public records.

Sincerely,

Anonymous

-------- Original Message --------
On Jan 15, 2020, 4:07 PM, Heckel, Hank (MYR) < hank.heckel@sfgov.org> wrote:

Anonymous,

As I noted, I am the one who handled the response to this request and I am following up on the open issues you cite in your complaint. Nobody is claiming ignorance of the requirements of the ordinance nor would we rely on exclusion from a complaint as a basis for doing so.

A system in which requests to a department require separate responses from all the many holders of records that are responsive, rather than a designated department custodian/point person would be inefficient and is not the system we employ.

I ask you as a courtesy to drop respondents who have numerous other duties and whose response has been delegated to me. Thank you for your consideration.

Regards,

Hank Heckel
Compliance Officer
Office of the Mayor
City and County of San Francisco

-----Original Message-----
From: Anonymous <arecordsrequestor@protonmail.com>
Sent: Wednesday, January 15, 2020 3:59 PM
To: Heckel, Hank (MYR) <hank.heckel@sfgov.org>
Cc: SOTF, (BOS) <sotf@sfgov.org>
Subject: RE: SOTF 19091 - summary for the hearing

According to the SOTF complaint procedure, I am supposed to include both the agency and any "individual working at the agency who the request involves."
My presentation also includes at least one example of violation from each respondent's records.

I dropped Tyrone Jue a few days ago due to the claimed miscommunication as you stated.

If there is SOTF case law indicating I am wrong, please let me know and I will reconsider.
A perusal of the SOTF's prior Orders indicates that nearly always it is the owner/subject of the records, not just the compliance officer, who is a proper respondent.
In this case you are both the compliance officer and a subject.

In the future, I don't want the Mayor or her leadership to avoid Sunshine compliance claiming supposed ignorance of SFAC 67.26, and any Order of Determination in my favor will serve as final notice before I start alleging willfulness. (Though, as before: a binding, published letter, as specified earlier along with all of my other terms, signed by Mayor Breed, also serves the purpose I seek and remains an option through this Friday. Her specific consent to the full Sunshine terms, without caveats, serves as notice just as well as an Order in 19091 does.)

NOTE: Nothing herein is legal, IT, or professional advice of any kind. The author disclaims all warranties, express or implied, including but not limited to all warranties of merchantability or fitness. In no event shall the author be liable for any special, direct, indirect, consequential, or any other damages whatsoever. The digital signature, if any, in this email is not an indication of a binding agreement or offer; it merely authenticates the sender. Please do not include any confidential information, as I intend that these communications with the City all be disclosable public records.

Sincerely,

Anonymous

------- Original Message -------
On Wednesday, January 15, 2020 3:14 PM, Heckel, Hank (MYR) <hank.heckel@sfgov.org> wrote:

> Anonymous,
>

> I will review the file when the agenda is posted. Thank you. Also, you name a number of people in this complaint whose records were the subject of the request. However, I was responsible for providing the response. Would you agree to withdraw the other respondents from the complaint, except for myself and the Office of the Mayor?
>

> Please let me know.
>

> Regards,
>

> Hank Heckel
> Compliance Officer
> Office of the Mayor
> City and County of San Francisco
>

> -----Original Message-----
> From: Anonymous arecordsrequestor@protonmail.com
> Sent: Wednesday, January 15, 2020 2:01 PM
> To: Heckel, Hank (MYR) hank.heckel@sfgov.org
> Subject: RE: SOTF 19091 - summary for the hearing
>

> I entered my presentation into the record pursuant to the SOTF's Jan 13 agenda packet deadline and Jan 14 document consideration deadline.
> It is extremely large due to all the exhibits of your records.
> Let me know if you would like me to send the non-exhibit portion.
>

> I will note that the City's deadline for supplementing the record and to allow the SOTF to consider your documents has already passed yesterday, for Jan 21.
>

> FYI:
>

> - SOTF did not decide anything on metadata yesterday. Not sure where that rumor came from. They recapped the 2019 year in review, of which metadata was a big portion of their "interesting" issues, without any hearing or any motions.
> - As announced last night at SOTF public comment, I will be proposing the creation of a Chief Public Information Officer,, to the SOTF, Mayor, and Board to harmonize all records production policies across all agencies, due to the vast inconsistencies I have observed during the audit, along with media

publication of my final agency audit score cards. These inconsistencies both violate the public's rights of access, and in some cases potentially endanger their privacy rights as well. The CPIO would be a non-lawyer (or at least, not operating as an attorney and without privilege), and provide practical, instead of legal, advice with consistent city-wide policies, and take input from SOTF, City Attorney, and Dept of Technology. The CPIO would exist either under the City Administrator or the Controller, and would also audit (formally) agencies' records production, as I do informally.
>

> NOTE: Nothing herein is legal, IT, or professional advice of any kind. The author disclaims all warranties, express or implied, including but not limited to all warranties of merchantability or fitness. In no event shall the author be liable for any special, direct, indirect, consequential, or any other damages whatsoever. The digital signature, if any, in this email is not an indication of a binding agreement or offer; it merely authenticates the sender. Please do not include any confidential information, as I intend that these communications with the City all be disclosable public records.
>

> Sincerely,
>

> Anonymous
>

> ------- Original Message -------
> On Wednesday, January 15, 2020 1:35 PM, Heckel, Hank (MYR) hank.heckel@sfgov.org wrote:
>

>

> > I understand. Thank you. If you have further documents or statements that have not been provided via email regarding Tuesday's hearing please send them in advance.
>

> > Regards,
>

> > Hank Heckel
> > Compliance Officer
> > Office of the Mayor
> > City and County of San Francisco
>

> > -----Original Message-----
> > From: Anonymous arecordsrequestor@protonmail.com
> > Sent: Wednesday, January 15, 2020 1:30 PM
> > To: Heckel, Hank (MYR) hank.heckel@sfgov.org
> > Subject: RE: SOTF 19091 - summary for the hearing
>

> > Thank you.
>

> > The signature.asc file is not relevant to the complaint.
>

> > Long story:
> > The signature.asc file is an OpenPGP digital signature thats helps reduce the risk of someone "spoofing" of my emails. It is not used as a signature in the legal sense (see my disclaimer below), but a signature in a cryptographic (IT) sense. The security protocol I use is described as an Internet standard here: https://tools.ietf.org/html/rfc4880
>

> > From other discussions pertaining to me that have been disclosed as public records, I understand the City is suspicious of attachments I send, so please have it reviewed by IT professionals if you have any concerns.
>

> > NOTE: Nothing herein is legal, IT, or professional advice of any kind. The author disclaims all warranties, express or implied, including but not limited to all warranties of merchantability or fitness. In no event shall the author be liable for any special, direct, indirect, consequential, or any other damages whatsoever. The digital signature, if any, in this email is not an indication of a binding agreement or offer; it merely authenticates the sender. Please do not include any confidential information, as I intend that these communications with the City all be disclosable public records.
>

> > Sincerely,
>

> > Anonymous
>

> > ------- Original Message -------
> > On Wednesday, January 15, 2020 1:20 PM, Heckel, Hank (MYR) hank.heckel@sfgov.org wrote:
>

> > > Anonymous,
>

> > > We are working on an updated response to this complaint. Is your .asc attachment to the attached email substantive? If so, please send it as a PDF so we may view it.
>

> > > Thank you,
>

> > > Hank Heckel
> > > Compliance Officer
> > > Office of the Mayor
> > > City and County of San Francisco
>

> > > -----Original Message-----
> > > From: Anonymous arecordsrequestor@protonmail.com
> > > Sent: Wednesday, January 8, 2020 2:43 PM

> > > To: SOTF, (BOS) sotf@sfgov.org; MayorSunshineRequests, MYR (MYR) mayorsunshinerequests@sfgov.org; Heckel, Hank (MYR) hank.heckel@sfgov.org
> > > Subject: SOTF 19091 - summary for the hearing
>

> > > This message is from outside the City email system. Do not open links or attachments from untrusted sources.

Nothing herein is legal, IT, or professional advice of any kind.

~~Attorney/Client Privileged & Confidential~~

#19091

Anonymous

vs

Mayor London Breed, Sean Elsbernd, Andres Power, Andrea Bruss, Marjan Philhour, Jeff Cretan, Sophia Kittler, Hank Heckel, Office of Mayor

January 21, 2020

Before the SOTF

San Francisco City Hall

Re: Disclosure of Text Messages, Emails, Chats, Images, Attachments; *San Jose v Superior Court (Smith)*

~~Attorney/Client Privileged & Confidential~~

Timeline & Facts of the Case

1. **July 2, 2019** - Request for certain emails, chats, and texts of Mayor's Office leadership, in native formats, with metadata/headers, and including personal accounts
2. **July 12** - Invoked 14-day Extension
3. **July 26-27** - Response to July 2; Failure to justify redactions with footnote/clear reference
4. **July 29** - Supplemental Response to July 2
5. **Aug 26** - This complaint and a Sup of Records petition filed
6. **Sept. 5** - Sup of Records neither denies nor grants my Aug. 26 petition, but further states Respondents will justify all redactions
7. **Sept. 11** - Subsequent Sup of Records petition filed
8. **Oct. 10** - Sup of Records denies Sep 11 petition, except for Respondents provision of additional attachments withheld since July without justification. One such attachment was provided.

This is not a complete timeline of these requests, but only about the remaining allegations presented today

~~Attorney/Client Privileged & Confidential~~

State of Complaint 19091

Original Aug. 26 complaint contained 7 allegations. Most important part of what is left in this complaint file is the following portion:

> "3. Violations of SF Admin Code Sec: 67.26. Withholding Kept To A Minimum ... Furthermore, the numerous non-metadata redactions in the responsive records should be "keyed by footnote or other clear reference to the appropriate justification for withholding required by section 67.27 of this article." (SFAC 67.26) Instead, the justifications are enumerated only in the response letter, preventing us from understanding precisely which reason is associated with which redaction." [Aug 26 Complaint]

Headers/EML/MSG split by SOTF Committee into complaint #20006 (prev. known as #19109)

~~Attorney/Client Privileged & Confidential~~

Sec. 67.26. Withholding Kept To A Minimum. *(emphasis mine)*

No record shall be withheld from disclosure in its entirety unless all information contained in it is exempt from disclosure under express provisions of the California Public Records Act or of some other statute. **Information that is exempt** from disclosure **shall be masked, deleted or otherwise segregated** in order that the nonexempt portion of a requested record may be released, **and keyed by footnote or other clear reference to the appropriate justification** for withholding required by section 67.27 of this article. **This work shall be done personally by the attorney or other staff member conducting the exemption review.** The work of responding to a public-records request and preparing documents for disclosure shall be considered part of the regular work duties of any city employee, and no fee shall be charged to the requester to cover the personnel costs of responding to a records request.

~~Attorney/Client Privileged & Confidential~~

SFAC 67.26 - Every withholding must be "keyed by footnote or other clear reference to the appropriate justification."

- Many redactions were made, and a summary list of all possible reasons were provided. No keys or footnotes was provided in their July responses.
- Sept. 4 - Respondents did not deny this allegation in their response.
- Sept. 5 - Supervisor of Records stated Respondents would identify redaction reasons, but Respondents still never have as of Jan. 9, 2020.
  - I reserve the right to file further complaints about specific unlawful redactions once I get the justifications.

- It is **mandatory** that every single withholding of any information must be justified in writing (67.27) and keyed by footnote or other clear reference to that 67.27 justification (67.26).
  - For obligations that the Sunshine Ordinance makes optional, the law uses the phrase "when requested" or similar (ex. IDRs, statements of assistance, easily-generated formats are only required on request).

~~Attorney/Client Privileged & Confidential~~

SFAC 67.26 - Withholding must be kept to a minimum

- Respondents admit one attachment was withheld in entirety until Oct. 10. There may be others. (We did in fact explicitly ask for attachments in our original request.)
- Many other (non-metadata) portions of email records appear to be non-minimally withheld, and no justification was provided. Examples follow.

- Failure to key masking/deletion of information with specific justifications **causes** non-minimal withholding: when they do after-the-fact specific justifications, the City can be sloppy in withholding to withhold whatever it wants, gambling on the fact that most requestors will not challenge each redaction, and thus get away with non-minimal withholding.

~~Attorney/Client Privileged & Confidential~~

67.26 - Maskings without clear reference to justifications

Still awaiting absolute confirmation from DPH about [redacted] but we've been receiving mixed messages from HSH.

TEAM PLAN

	Beds	District
Open	212	Various
BVHH	60	9
ZSFGH Hummingbird	14	10
	286	
In Development		
Jelani	24	10
Division Circle (Exp)	60	9
Civic Center Hotel (Exp)	20	6
	104	
Next Up		
SAFE (SWL 330)	200	6
Subtotal	516	

[redacted]

TOTAL	1000

<!--[if !supportLists]--><!--[endif]-->DRAFT – DO NOT DISTRIBUTE

<image001.gif@01dd[illegible]> Policy Advisor
Office of Mayor London N. Breed
City and County of San Francisco
415-554-6284

From: Bruss, Andrea (MYR)
To: Power, Andres (MYR)
Subject: FW: Thank you! + Resume
Date: Tuesday, July 02, 2019 11:01:02 AM
Attachments: [redacted] Resume.pdf

[redacted] is going to apply for the open budget office position, but you may want to also see if he is a good fit for your team. He comes recommended from his time in the Controller's Office.

From: [redacted]
Sent: Tuesday, July 02, 2019 11:03 AM
To: Bruss, Andrea (MYR) <andrea.bruss@sfgov.org>
Subject: Thank you! + Resume

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

Andrea,

Thank you very much for taking the time to chat and offering to forward my resume to folks. Please see my attached resume.

Please let me know if there is anything else I can provide.

Best,

[redacted]

X-2: Pp 2, 19, Power 1

These are **non-exhaustive examples** - Respondents need to provide footnotes or other clear reference to justifications OR disclose the record or part of a record in each and every redaction and withholding.

~~Attorney/Client Privileged & Confidential~~

67.26 - Maskings without clear reference to justifications

[redacted]

X-2: Pp 12, 13, 3, Power 1

From: Undler, Nicole (MYR)
Sent: Wednesday, July 03, 2019 10:12 AM
To: Power, Andres (MYR) <andres.power@sfgov.org>; Cretan, Jeff (MYR) <Jeff.Cretan@sfgov.org>
Subject: 1000 Beds Tracker
Importance: High

Below is the agreed plan that we've outlined to reach the 1000 bed shelter goal:

TEAM PLAN		
	Beds	District
Open	212	Various
In Development		
ZSFGH Hummingbird	14	10
Jelani	24	10
Division Circle (Exp)	60	9
Civic Center Hotel (Exp)	20	6
	118	
Next Up		
SAFE (SWL 330)	200	6
Subtotal	530	

[redacted]

TOTAL	1000	

~~Attorney/Client Privileged & Confidential~~

67.26 - Generic list of 8+ redaction types is not enough;

it may meet their 67.27 obligation, but not 67.26.

Please note that certain personal information such as private email addresses, phone numbers and personal addresses has been redacted to avoid an unwarranted breach of personal privacy. See Cal. Govt. Code Secs. 6254(c), 6254(k); California Constitution, Art. I, Sec. 1.

Please note that certain information has been redacted on the basis of the attorney-client privilege. Gov't Code § 6254(k); Evidence Code § 954; Admin. Code § 67.21(k).

Please also note that certain call-in information has been redacted pursuant to the official information privilege. See Cal. Evid. Code Sec. 1040(b)(2).

Please note that certain identifying information has been redacted to protect the identity of certain individuals involved in ongoing hiring processes. See Cal. Govt. Code Secs. 6254(c), Admin. Code § 67.24(c).

el

Please note that in addition to the redactions noted below, the attached files also contain redactions of information withheld due to a law enforcement investigation exemption (Cal Gov. Code 6254(f)); informer identity protections (Cal. Evidence Code 1040) and/or due to personal privacy interests (California Constitution, Art. I, Sec. 1).

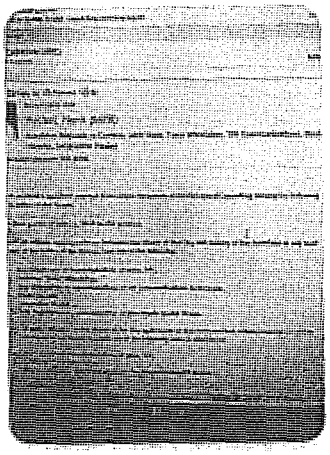
Please see the additional responsive records. Please note that in addition to the redactions noted below regarding privilege, personal privacy, official information dial-in numbers and codes, and open personnel decisions, these files contain redactions of information that is exempt from disclosure because it relates to ongoing negotiations regarding real estate and/or constitutes draft recommendations of the author. See Admin. Code § 67.25(a), (e).

N.B.: Section 67.25 (immediacy) cannot exempt anything, it just sets *time* requirements.

11 ~~Attorney/Client Privileged & Confidential~~

67.26 - Portions of images withheld

NOTE: Full, color images, without cropping, must be provided. No image information may be withheld. Inline images and attachments were explicitly requested records.



X-1: Pg 3, Heckel Rec. 1

< This image sent by Kyra to Heckel via chat must be fully provided, in color.



^ This image was cropped to ¼.
X-4 Pg 21, Philhour

Form of my request: **an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of [record]**

12 ~~Attorney/Client Privileged & Confidential~~

67.26 - This attachment admitted withheld in entirety until Oct. 10, without 67.27 justification

From: Kittler, Sophia (MYR)
To: Cretan, Jeff (MYR)
Subject: FW: Mental Health Reform in San Francisco
Date: Tuesday, June 18, 2019 12:32:13 PM
Attachments: MentalHealthSF_Letter to Board_06182019.pdf

67.26 - Attachments deleted without justification

X-5, Pg. 16, Cretan

From: Heckel, Hank (MYR)
To: Cretan, Jeff (MYR); RUSSI, BRAD (CAT)
Subject: FW: KTVU Records Request 6-6-19 - Mayor Breed
Date: Monday, June 17, 2019 4:31:53 PM
Attachments: 6.17.19 Response to Simone Aponte.pdf
Responsive Records Re Request of Simone Aponte_Redacted.pdf

13 ~~Attorney/Client Privileged & Confidential~~

67.26 - Hyperlinks URLs deleted without justification

We do hope you and your colleagues can join us this year. With a preview of our agenda now online, please take a minute to view our sessions and case studies we have in our program this year.

To learn more, please visit our website and see who is attending.

X-6 Breed, Pg. 35;

X-4 Philhour, Pg. 58

Chinese Media Press Clips
Sunday, June 30, 2019

World Journal

Wing Ho Leung advocates budget on housing for seniors

District Attorney candidate Suzy Loftus visits Chinese Consolidated Benevolent Association

NOTE: Hyperlinks URLs in PDFs can be provided without providing EML/MSG formats or headers, and it is possible to delete only the exempt URLs (ask Human Resources - they segregate URLs in PDFs successfully). We also have evidence Mr. Heckel possesses and can use the Adobe PDFMaker tool used to produce PDFs with email URLs.

14 ~~Attorney/Client Privileged & Confidential~~

67.26 - Govt employee's personal Email addresses used for business redacted (see GC 6254.3(b)(1))

Philhour, Marjan (MYR)

X-4, Pg. 1, Philhour

From: Philhour, Marjan (MYR)
Sent: Monday, July 01, 2019 1:32 PM
To: Alfonso S. Perez, Jr.; Philhour Marjan (MYR)
Cc: Marcaida, Michelle (MYR); Fay, Abigail (MYR); Sun, Selina (MYR); Wu, Kelvin (ADM); scheduling, Mayor's (MYR)
Subject: RE: Request for support for 26th Annual Pistahan Parade and Festival (Aug 10-11, 2019)

Thank you Al – do you have a preferred date for the reception so we can confirm?

Also, we can do the proclamation, certificates, and welcome letter - I am including Abby on this email as she will facilitate.

Selina Sun, our scheduling director, will be able to confirm the Mayor's timing for the Parade. We are honored with your invitation for her to participate as Grand Marshal!

From: Alfonso S. Perez, Jr. [mailto[redacted]
Sent: Wednesday, June 26, 2019 9:32 AM
To: Philhour, Marjan (MYR) <marjan.philhour@sfgov.org>; Philhour Marjan (MYR)[redacted]
Cc: Marcaida, Michelle (MYR) <michelle.marcaida@sfgov.org>
Subject: Request for support for 26th Annual Pistahan Parade and Festival (Aug 10-11, 2019)

~~Attorney/Client Privileged & Confidential~~

Mayor's Office **did** possess last July the PDFMaker tool to properly produce and redact ALL email content. "Andres Power 2" record **was** properly produced:

```
Modify Date                     : 2019:07:25 12:01:56-07:00
Create Date                     : 2019:07:25 12:01:55-07:00
Metadata Date                   : 2019:07:25 12:01:56-07:00
Creator Tool                    : Acrobat PDFMaker 11 for Microsoft Outlook
Document ID                     : uuid:6cfba3a6-bdfc-432c-a726-538771530b0f
Instance ID                     : uuid:9a8d7005-da39-4b57-800b-ca85811e8e7b
Format                          : application/pdf
Producer                        : Adobe PDF Library 11.0
Mail From                       : /O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP
[redacted])/CN=RECIPIENTS/CN=[redacted]-ANDRES POWE Power,
Andres (MYR)
Mail To                         : sarah.owens@sfgov.org Owens, Sarah (MYR)
Mail CC                         : Jeff.Cretan@sfgov.org Cretan, Jeff (MYR)
Mail Subject                    : Re: Gross Receipts Tax Release
Mail Date                       : D:20190702123927-08'00'
Mail Folder                     : Hank.Heckel@sfgov.org/Inbox/Sunshine - 10 most recent
Page Layout                     : OneColumn
Page Count                      : 1
Creator                         : Acrobat PDFMaker 11 for Microsoft Outlook
```

PDF metadata, redacted by me

~~Attorney/Client Privileged & Confidential~~

Request for Relief

- Move that Respondents violated **SFAC 67.26** because they masked, deleted, or segregated information without keying by footnote or other clear reference to justifications, and withheld more than the minimum exempt portion of public records.
  - Respondents must, for each and every currently withheld piece of information, either disclose the information OR provide the footnote or other clear reference to a locally-permitted exemption justification.
  - Send this File to Compliance Committee to ensure compliance (within 5 business days, pursuant to law) by Respondents.

~~Attorney/Client Privileged & Confidential~~

Appendix - More Non-Exhaustive Examples

Hi Marisa, Laura, and Lilian –

Wondering if any of the three of you have more detail on the thinking behind the Working Families credit expansion in the ERAF reallocation plan. Noelle has heard, via Trent via your office, that we would use the funds to: 1) do away with the once-in-a-lifetime cap on receipt of the credit and 2) also increase the amount from $250 to $500. [redacted]

Specifically, we were wondering:

1) Given how ERAF funds are being handled, is this all intended to be spent in FY19-20 if possible? [redacted]

2) How much flexibility do we have around implementation of the expansion? We weren't sure how much thinking there was about our ability to actually achieve both #1 and #2 within the $2.5 M allotment or whether there is an expectation we will adjust on our end to make it fit. [redacted]

Staff happen to have a meeting tomorrow (Tuesday) scheduled on the WFC, so if you have ready answers, we'd love them. Happy to chat by phone if it's easier.

X-7, Pg. 13, Kittler

~~Attorney/Client Privileged & Confidential~~

From: Elsbernd, Sean (MYR)
Sent: Tuesday, July 02, 2019 4:28 PM
To: Fay, Abigail (MYR)
Subject: RE: draft proclamation

Fine

From: Fay, Abigail (MYR)
Sent: Tuesday, July 02, 2019 3:45 PM
To: Elsbernd, Sean (MYR) <sean.elsbernd@sfgov.org>
Subject: FW: draft proclamation

From: concrj@otterbrands.com <concrj@otterbrands.com>
Sent: Tuesday, July 2, 2019 3:36 PM
To: 'Karin C. Johnston' <kcj@hmsassoc.com>; 'Marjan Philhour' [redacted] Fay, Abigail (MYR) <abigail.fay@sfgov.org>
Subject: draft proclamation

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

WHEREAS PJ Johnston has enjoyed a long and decorated career as a fast food maker and professional bullshitter, serving as: a housekeeper at a Yosemite Motel, a Shift Manager at Taco Bell, the Editor of the Stagg High Newspaper, a Burrito

Govt employee's personal Email addresses used for business redacted (see GC 6254.3(b)(1))

X-8, Pg. 25, Elsbernd #1

19

~~Attorney/Client Privileged & Confidential~~

67.26 - Attachments deleted without justification

Subject: CCSF July 4, 2019 Waterfront Celebration
Date: Monday, July 01, 2019 5:55:41 PM
Attachments: 4th of July 2019 City Of San Francisco 6.27v2 Overview.pdf
2019 - 4th of July Waterfront Celebration - Production Schedule.pdf
2019 - 4th of July Waterfront Celebration - Contacts List.pdf

---

From: Hartley, Kate (MYR)
To: Bruss, Andrea (MYR)
Subject: FW: 3435 Cesar Chavez
Date: Friday, June 28, 2019 12:42:34 PM
Attachments: image001.png
3435 Cesar Chavez Plat Map.pdf
3435 Cesar Chavez Aerial.pdf

X-3, Bruss

20

~~Attorney/Client Privileged & Confidential~~

67.26 - Attachments deleted without justification

X-5, Pg. 19, Cretan

From: Nance, Allen (JUV)
To: Cretan, Jeff (MYR); Tugbenyoh, Mawuli (MYR); Bruss, Andrea (MYR)
Cc: Elsbernd, Sean (MYR); Sun, Selina (MYR)
Subject: Chief Nance public outreach regarding BOS ordinance to close juvenile hall
Date: Monday, June 17, 2019 5:10:56 PM
Attachments: SFJPD Chief Allen Nance - MEDIA & MTGS re JUV HALL CLOSURE - RUNNING LIST 6-17-19s.pdf

From: Heckel, Hank (MYR)
To: Cretan, Jeff (MYR)
Subject: FW: Response to 5.24.19 Public Records Request
Date: Monday, June 17, 2019 5:36:42 PM
Attachments: 6.17.19 Response to Pillsbury Winthrop.pdf
Responsive Documents re Request of Pillsbury Winthrop Redacted.pdf

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X-5, Pg. 20, Cretan

INDEX OF EXHIBITS

- A: Supervisor of Records Response, Sept 5, 2019

- B: Supervisor of Records Response, Oct 10, 2019

- C: My Jan 7, 2020 Letter to Mayor's Office regarding their proven use of Adobe PDFMaker tool to provide metadata, URLs, images, and attachments in a PDF form on Jan 7, 2020 in a different request

- D: Original Request #1, July 2, 2019 (Email, texts, chats, San Jose)

- E: Heckel Responses to Request #1, July 26-27, 29

- X: Excerpts of various responsive records, produced in violation of SFAC 67.26 (these are *non-exhaustive examples*)

EXHIBIT A: Supervisor of Records Response, Sept 5, 2019

CITY AND COUNTY OF SAN FRANCISCO

DENNIS J. HERRERA
City Attorney

OFFICE OF THE CITY ATTORNEY

BRADLEY A. RUSSI
DEPUTY CITY ATTORNEY

Direct Dial: (415) 554-4645
Email: brad.russi@sfcityatty.org

September 5, 2019

Sent via email (76434-70600365@requests.muckrock.com)

Re: Petition to Supervisor of Records

To Whom It May Concern:

This letter responds to your petition to the Supervisor of Records submitted on August 26, 2019, concerning a public records request to the Mayor's Office dated July 2, 2019, in which you requested various emails and other forms of electronic communications from mayoral staff. You have sought a determination from the Supervisor of Records on the following issues related to this request:

> This petition is regarding, inter alia, the Office of Mayor's:
>
> (a) failure to provide various email in .msg format and with headers,
>
> (b) use of personal and/or secret communications technologies to discuss the people's business and therefore failing to preserve correspondence in a "professional and businesslike" manner (67.29-7).
>
> (c) use of scanned PDFs instead of text PDFs, and
>
> (d) lack of specificity re: redaction justification.

With regard to item (a), you have acknowledged that our "Aug. 26, 2019 response to [your] 19044 May 8 petition already reflects [this] office's position regarding (a)."

Items (b) and (c) are beyond the jurisdiction of the Supervisor of Records. The Sunshine Ordinance (Section 67.21(d) of the Administrative Code), tasks the Supervisor of Records with determining whether a City department has withheld a record, or any part of a record, without a lawful basis for doing so – for determining "whether the record requested, or any part of the record requested, is public." With regard to item (b), you do not allege that the Mayor's Office has withheld or redacted public records responsive to your request. Instead, you allege that the Mayor's Office failed to maintain some records in a "professional and businesslike" manner in violation of Section 67.29-7 of the Sunshine Ordinance by using the Signal application. Whether the use of a particular communications technology is proper and complies with this provision of the Sunshine Ordinance is not an issue within the ambit of our responsibility under the Sunshine Ordinance. Similarly, with respect to item (c), whether the Sunshine Ordinance requires the Mayor's Office to produce a searchable PDF file is beyond the scope of our review; we do not

view this as an allegation that the Mayor's Office improperly withheld a record or any part of a record.

Finally, with respect to item (d), we understand that the Mayor's Office has agreed to identify the legal basis for each redaction that it applied to the responsive documents. If after receiving this information, you believe that the Mayor's Office improperly relied on an exemption to redact information, please follow up with us and we will address your concern at that time.

Very truly yours,

DENNIS J. HERRERA
City Attorney

Bradley A. Russi
Deputy City Attorney

n:\govern\as2019\0100505\01389707.doc

EXHIBIT B: Supervisor of Records Response, Oct 10, 2019

CITY AND COUNTY OF SAN FRANCISCO

DENNIS J. HERRERA
City Attorney

OFFICE OF THE CITY ATTORNEY

BRADLEY A. RUSSI
DEPUTY CITY ATTORNEY

Direct Dial: (415) 554-4645
Email: brad.russi@sfcityatty.org

October 10, 2019

Sent via email (76434-70600365@requests.muckrock.com)

Re: Petition to Supervisor of Records

To Whom It May Concern:

This letter responds to your further petition to the Supervisor of Records concerning your requests to the Mayor's Office dated July 2, 2019 and August 22, 2019. The Mayor's Office produced records responsive to your request.

First, you contend the Mayor's Office either failed to produce public records maintained on employees' personal accounts or failed to state that it had no such responsive records. The response from the Mayor's Office, dated July 26, 2019, states: "Additionally, responsive text messages from personal devices pertaining to city business have been provided for Communications Director Jeff Cretan, Liaison to the Board of Supervisors Sophia Kittler and Compliance Officer Hank Heckel. No such responsive texts were located for the other requested custodians. Further, no responsive communications in the other electronic media named were located for the requested custodians."

Second, you contend that the Mayor's Office improperly withheld native files and metadata. For the reasons articulated in our response to another one of your petitions, attached hereto as Exhibit A, we find that the Mayor's Office did not improperly withhold native files or metadata.

Third, you contend that the Mayor's Office improperly withheld email addresses of City employees in the To/From/Cc/Bcc headers of some emails provided in PDF format. We find that the Mayor's Office did not improperly withhold information. The Mayor's Office provided the records in PDF format, which we find to be reasonable and appropriate. We understand that the way in which the City's email system prints such records – and the way they appear on the screen – does not show the email addresses. You may of course request a directory of City email addresses if you so choose. Similarly, you contend that the Mayor's Office withheld URL links, HTML content, certain images, color and formatting of documents, and timestamp information due to the manner in which the records were printed and provided. We find that the Mayor's Office did not improperly withhold this information for the same reasons.

Fourth, you contend the Mayor's Office withheld responsive email attachments without a legal basis. We understand that the Mayor's Office will produce any responsive attachments that are not exempt from disclosure, if it has not done so already.

Fifth, you contend the Mayor's Office improperly withheld a responsive text message conversation partially visible on the top of page 57 of the attachments you sent with your

petition. Records on personal devices that do not relate to City business are not subject to disclosure under the Public Records Act or the Sunshine Ordinance. *See City of San Jose v. Superior Court*, 2 Cal.5th 608, 618 (2017).

Finally, you request that we determine whether some or part of the information in 116 different metadata headers must be disclosed. We decline to do so. The Mayor's Office produced the records in PDF format and did not disclose the metadata headers, and we have already determined that this is a proper way to respond to the request. Moreover, the information contained in these fields is highly technical and without engaging in an analysis that exceeds the requirements of the Public Records Act, the information is not "reasonably segregable," further supporting the Mayor's Office's method of responding to the request. *See* Gov't Code § 6253(a).

For the reasons stated above, your petition is denied.

Very truly yours,

DENNIS J. HERRERA
City Attorney

Bradley A. Russi
Deputy City Attorney

n:\govern\as2019\0100505\01396505.doc

EXHIBIT C: My Jan 7, 2020 Letter to Mayor's Office regarding their proven use of Adobe PDFMaker tool to provide metadata, URLs, images, and attachments in a PDF form on Jan 7, 2020 in a different request

Mayor's Office,

Thank you for your response to 82570-96710725@requests.muckrock.com .

We notice that you have started providing at least email PDFs in the appropriate way, for some of these responsive records. There is still some inconsistency for unknown reasons, but we'll get to that later.

The metadata of the PDFs themselves prove that Mr. Heckel (and thus your office) possesses the tool "PDFMaker" which allows the City to produce email PDFs with: body URLs (not metadata), email attachments and inline images (not metadata), and some email headers (metadata). This is the tool I alluded to at the SOTF 19105 hearing.

This is much closer[1] to the exact copies per Gov Code 6253(b) and minimum withholding of information of SFAC 67.26 than printing to PDF or printing to paper and scanning. Here is an example of the PDF's email metadata (redactions and elisions below are mine), which tells me how and when the PDF was created and some of the email metadata as well: attachment names, date it was sent, folder name, subject, to (with email addresses), from, CC, and the receiving timestamp. Each of these are records "thereby created" when a person writes an email, and are thus a writing; clearly retained by the City, and are not purely personal -- these are thus public records pursuant to CPRA.

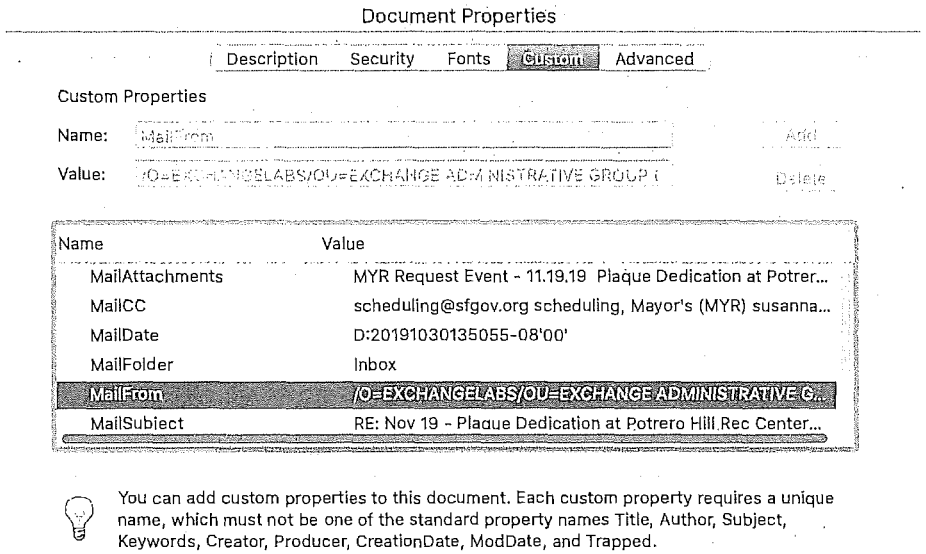
```
Author                          : HHeckel
Create Date                     : 2020:01:07 19:26:02-08:00
Mail Attachments                : MYR Request Event - 11.19.19  Plaque Dedication at Potrero
Hill Rec Center's Tennis Courts for Mayor Art Agnos.pdf
Mail CC                         : scheduling@sfgov.org scheduling, Mayor's (MYR)
susanna.conine-nakano@sfgov.org Conine-Nakano, Susanna (MYR) sandra.zuniga@sfgov.org Zuniga,
Sandra (DPW) deanthony.jones@sfgov.org Jones, De'Anthony (MYR) leonard.alfaro@sfgov.org
Alfaro, Leonard (MYR)
Mail Date                       : D:20191030135055-08'00'
Mail Folder                     : Inbox
Mail From                       : /O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP
([redacted])/CN=RECIPIENTS/CN=[redacted]-SELINA SUN Sun, Selina
(MYR)
Mail Subject                    : RE: Nov 19 - Plaque Dedication at Potrero Hill Rec Center
Tennis Courts for Mayor Art Agnos
Mail To                         : beverly.ng@sfgov.org Ng, Beverly (REC)
Mail Transport Header           : Received: [redacted]
[redacted]Wed, 30 Oct 2019 20:50:52 +0000..Authentication-Results:
     (remainder of Mail Transport Header elided)
name="winmail.dat"..Content-Transfer-Encoding: binary..From: "Sun, Selina (MYR)"
<selina.sun@sfgov.org>..To: "Ng, Beverly (REC)" <beverly.ng@sfgov.org>..CC: "scheduling,
     (remainder of Mail Transport Header elided)
Modify Date                     : 2020:01:07 19:26:56-08:00
Has XFA                         : No
XMP Toolkit                     : Adobe XMP Core 5.4-c006 80.159825, 2016/09/16-03:31:08
Metadata Date                   : 2020:01:07 19:26:56-08:00
Creator Tool                    : Acrobat PDFMaker 11 for Microsoft Outlook
Document ID                     : uuid:b7722941-8d5e-40f3-b8c5-a5ddd3b2434d
Instance ID                     : uuid:e6812551-b740-4d2a-9b31-abc76dc53d32
Format                          : application/pdf
Title                           : RE_ Nov 19 - Plaque Dedication at Potrero Hill ....pdf
Creator                         : HHeckel
Producer                        : Acrobat Distiller 11.0 (Windows)
Page Count                      : 2
```

Figure 1 - Mayor's Office's PDF metadata (redacted/elided by me)

[1] While this does not meet the format requirements of SFAC 67.21(l) nor Gov Code 6253.9(f), that is a separate issue than the metadata information itself.

We can also estimate the time it took to produce this redacted copy (less than 1 minute) from the PDF metadata and the fact that your office generated them today, not long ago when this request was made or due.

The metadata properties are also visible from the standard Acrobat interface, for example in my Acrobat Reader:



As you are probably aware, SOTF will re-takeup the City Attorney's email metadata case 19044 on January 21 along with your case 19091. We will introduce this document and your office's response to this request as evidence in 19044, 19105 (if SOTF decides to go back to discussing general metadata instead of specific), 19109 (the metadata portion of your emails in 19091), and others, providing that the City has, at this moment, the tools to further minimize withholding and provide exact copies (in PDF form) and has no excuse not to do so.[2]

Thank you for your cooperation in this matter.

NOTE: Please be certain you have properly redacted all of your responses. Once you send them to us, there is no going back. The email address sending this request is a publicly- viewable mailbox. All of your responses (including all responsive records) may be instantly and automatically available to the public online via the MuckRock.com FOIA service used to issue this request (though the requester is an anonymous user, not a representative of MuckRock). The author is an adversarial party against the City. Nothing herein is legal, IT, or professional advice of any kind, and the City should consult its own advisors. The author disclaims all warranties, express or implied, including but not limited to all warranties of merchantability or fitness. In no event shall the author be liable for any special, direct, indirect, consequential, or any other damages whatsoever. The digital signature, if any, in this email is not an indication of a binding agreement or offer; it merely authenticates the sender. Please do not include any confidential information, as I intend that these communications with the City all be disclosable public records.

Sincerely,
Anonymous

[2] Though, we do not concede that any lack of tools ever makes otherwise public information exempt.

82570-96710725@requests.muckrock.com

EXHIBIT D: Original Request #1, July 2, 2019
(Email, texts, chats, San Jose)

RE: Email and Electronic Communications Audit

To Whom It May Concern:

**** NOTE: this is a public mailbox, and all of your responses (including disclosed records) may be automatically and instantly available to the general public on the MuckRock.com service used to issue this request (though I am not a MuckRock representative). ****

We request under the San Francisco Sunshine Ordinance (Ordinance) and the California Public Records Act (CPRA) the following items from the Mayor's Office. Similar requests were recently made of the Board of Supervisors and Clerk. If a person has multiple email addresses (including but not limited to email aliases), 10 emails from each are requested. For example the Mayor may have a public-facing email alias and also an email address she uses to do business internally- 10 from each are requested. Please do not include spam or product advertisement emails.

We remind you of your obligations to provide electronic records in the original format you hold them in. Therefore, e-mails exported in the .eml or .msg format with all non-exempt headers, metadata, attachments, etc. are best.
However, if you choose to convert emails, for example, to PDF or printed format, to easily redact them, you must ensure that you have preserved the full content of the original email record (as specified in request "A"), which contains many detailed headers beyond the generally used From/To/Subject/Sent/etc. For the chat apps, a screenshot or print-out is acceptable.

If you use PDF, use properly redacted searchable or text pdfs. Please don't use image PDFs to make it harder to analyze the records.
If you provide PDFs instead of original email files, only give a few of the headers or lacking attachments/images, and/or improperly withhold public records that exist on private accounts/devices you may be in violation of SF Admin Code and/or CPRA, and we may challenge your decision at the Sunshine Ordinance Task Force, Supervisor of Records, judicially, and/or via any other remedies available to us. I currently have pending petitions to the Task Force and Supervisor of Records to correct prior disclosure failures of electronic information from your and other SF agencies.

You must justify all withholding.

Provide records in a rolling fashion. Do not wait for all records to be available.

Please provide only those copies of records available without any fees. If you determine certain records would require fees, please instead provide the required free notice of which of those records are available and non-exempt for inspection in-person if we so choose. Please use email to respond.

I look forward to your prompt disclosure.

PART 1 - Email

A. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails RECEIVED BY EACH OFFICIAL government email account of
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

B. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails SENT FROM EACH OFFICIAL government email account of
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

C. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails IN THE DRAFT or OUTBOX folder of EACH OFFICIAL government email account of the following. Please remember the special Sunshine exceptions to CPRA draft withholding under SF Admin Code 67.24(a).
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

D. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those

explicitly exempted by the Ordinance, of the most recent 10 emails regarding the public's business (specifically those disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017)) SENT FROM EACH PERSONAL email account(s) of the following officials, TO/CC/BCC any sfgov.org email address. If NO such emails exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

E. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails regarding the public's business (specifically those disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017)) RECEIVED BY EACH PERSONAL email account(s) of the following officials, FROM any sfgov.org email address. If NO such emails exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

PART 2 - Chat/Messaging

As used below "Conversations" include but are not limited to any metadata records showing that a conversation had taken place but is now deleted (due to expiration for example).
Various types of apps are mentioned below.

A. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Facebook Messenger]:
1. Mayor Breed

2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

B. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Telegram]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

C. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Slack]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

D. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Google Hangouts]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'

4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

E. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Signal]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

F. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [SMS/MMS/text messages]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

G.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [Facebook Messenger], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed

2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

H.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [Telegram], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

I.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [Slack], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

J.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [Google Hangouts], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.

1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

K.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [Signal], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.

1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

L.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [text/ SMS/MMS messaging], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.

1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

PART 3: all instruments used to inquire of each official as to whether they possess any responsive records above, and all of their responses

Sincerely,

Anonymous

EXHIBIT E: Heckel Responses to Request #1,
July 26-27, 29

Office of the Mayor
City & County of San Francisco

VIA ELECTRONIC MAIL

Requestor: Anonymous
76434-70600365@requests.muckrock.com

July 26, 2019

Re: **Public Records Request Received July 2 2019**

Dear Anonymous:

This further responds to your request attached, entitled Email and Electronic Communications Audit, received by the Office of the Mayor on July 2, 2019. We previously invoked an extension of time to continue our response under Government Code § 6253(c) and San Francisco Admin. Code § 67.25(b) for up to 14 days from the original due date because of the need for consultation with other city departments and the potential volume of requested materials.

Response Dated July 26, 2019

We have completed our search and consultation and are attaching herewith responsive records located in the possession of the Office of the Mayor. The documents are provided in multiple emails due to file size. Please note that responsive emails from official city email accounts are provided for all of the requested custodians. Additionally, responsive text messages from personal devices pertaining to city business have been provided for Communications Director Jeff Cretan, Liaison to the Board of Supervisors Sophia Kittler and Compliance Officer Hank Heckel. No such responsive texts were located for the other requested custodians. Further, no responsive communications in the other electronic media named were located for the requested custodians.

The responsive documents have been provided in a PDF format for its ease of transferability and accessibility, consistent with Cal. Gov. Code 6253.9(a)(1). Metadata from any native format has not been provided to avoid risks to the security and integrity of the city's data system and avoid the release of exempt confidential or privileged information. Pursuant to Cal. Gov. Code 6253.9 (f), an agency is not required to provide an electronic record in an electronic format that would jeopardize or compromise the security or integrity of the original record or its data system. The PDF format ensures the security and integrity of the original record.

Please note that certain documents have been withheld on the basis of the attorney-client privilege and/or the attorney work product doctrine. Gov't Code § 6254(k); Evid. Code § 954; Code of Civ. Proc. § 2018.030; Gov't Code § 6276.04; Admin. Code § 67.21(k).

1 Dr. Carlton B. Goodlett Place, Room 200, San Francisco, California 94102-4641
(415) 554-6141

Please note that certain personal information such as private email addresses, phone numbers and personal addresses has been redacted to avoid an unwarranted breach of personal privacy. See Cal. Govt. Code Secs. 6254(c), 6254(k); California Constitution, Art. I, Sec. 1.

Please note that certain information has been redacted on the basis of the attorney-client privilege. Gov't Code § 6254(k); Evidence Code § 954; Admin. Code § 67.21(k).

Please also note that certain call-in information has been redacted pursuant to the official information privilege. See Cal. Evid. Code Sec. 1040(b)(2).

Please note that certain identifying information has been redacted to protect the identity of certain individuals involved in ongoing hiring processes. See Cal. Govt. Code Secs. 6254(c), Admin. Code § 67.24(c).

Please note that we are responding only on behalf of the Office of the Mayor and not on behalf of other City Departments. If you have any questions about your request or would like to submit another public records request, please feel free to contact us at mayorsunshinerequests@sfgov.org.

Best Regards,

Hank Heckel
Compliance Officer
Office of Mayor London N. Breed
City and County of San Francisco

One of many add'l responses

From: Office of the Mayor 07/27/2019

Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

Dear Anonymous,

Please see the additional responsive records. Please note that in addition to the redactions noted below regarding privilege, personal privacy, official information dial-in numbers and codes, and open personnel decisions, these files contain redactions of information that is exempt from disclosure because it relates to ongoing negotiations regarding real estate and/or constitutes draft recommendations of the author. See Admin. Code § 67.25(a), (e).

Additional responsive documents will follow in separate emails due to file size.
Regards,

Hank Heckel
Compliance Officer
Office of Mayor London N. Breed
City and County of San Francisco

Office of the Mayor
City & County of San Francisco

VIA ELECTRONIC MAIL

Requestor: Anonymous
76434-70600365@requests.muckrock.com

July 29, 2019

Re: **Amended and Supplemental Response to Public Records Request Received July 2, 2019**

Dear Anonymous:

This amends and supplements our July 26, 2019 response to your Public Records Request, attached, entitled Email and Electronic Communications Audit, received by the Office of the Mayor on July 2, 2019. We previously invoked an extension of time to continue our response under Government Code § 6253(c) and San Francisco Admin. Code § 67.25(b) for up to 14 days from the original due date because of the need for consultation with other city departments and the potential volume of requested materials. We then responded and provided responsive documents on July 26, 2019.

Amended and Supplemental Response Dated July 29, 2019

We have completed our search and consultation and are attaching herewith responsive records located in the possession of the Office of the Mayor. The documents have been provided in multiple emails due to file size. Please note that responsive emails from official city email accounts have been provided for all of the requested custodians. Additionally, responsive text messages from personal devices pertaining to city business have been provided for Communications Director Jeff Cretan, Liaison to the Board of Supervisors Sophia Kittler and Compliance Officer Hank Heckel. No such responsive texts were located for the other requested custodians. Existing messages received using Signal pertaining to city business have been provided for Chief of Staff, Sean Elsbernd. These communications are provided herewith as a supplemental production. No responsive communications in the other electronic media named were located for the requested custodians.

The responsive documents have been provided in a PDF format for its ease of transferability and accessibility, consistent with Cal. Gov. Code 6253.9(a)(1). Metadata from any native format has not been provided to avoid risks to the security and integrity of the city's data system and avoid the release of exempt confidential or privileged information. Pursuant to Cal. Gov. Code 6253.9 (f), an agency is not required to provide an electronic record in an electronic format that would jeopardize or compromise the security or integrity of the original record or its data system. The PDF format ensures the security and integrity of the original record.

Please note that certain documents have been withheld on the basis of the attorney-client privilege and/or the attorney work product doctrine. Gov't Code § 6254(k); Evid. Code § 954; Code of Civ. Proc. § 2018.030; Gov't Code § 6276.04; Admin. Code § 67.21(k).

1 Dr. Carlton B. Goodlett Place, Room 200, San Francisco, California 94102-4641
(415) 554-6141

Please note that certain personal information such as private email addresses, phone numbers and personal addresses has been redacted to avoid an unwarranted breach of personal privacy. See Cal. Govt. Code Secs. 6254(c), 6254(k); California Constitution, Art. I, Sec. 1.

Please note that certain information has been redacted on the basis of the attorney-client privilege. Gov't Code § 6254(k); Evidence Code § 954; Admin. Code § 67.21(k).

Please also note that certain call-in information has been redacted pursuant to the official information privilege. See Cal. Evid. Code Sec. 1040(b)(2).

Please note that certain identifying information has been redacted to protect the identity of certain individuals involved in ongoing hiring processes. See Cal. Govt. Code Secs. 6254(c), Admin. Code § 67.24(c).

Please note that we are responding only on behalf of the Office of the Mayor and not on behalf of other City Departments. If you have any questions about your request or would like to submit another public records request, please feel free to contact us at mayorsunshinerequests@sfgov.org.

Best Regards,

Hank Heckel
Compliance Officer
Office of Mayor London N. Breed
City and County of San Francisco

Leger, Cheryl (BOS)

From: Bruce Wolfe <sotf@brucewolfe.net>
Sent: Sunday, January 12, 2020 9:15 PM
To: Fiona Hinze
Cc: SOTF, (BOS)
Subject: Re: Sunshine Ordinance Task Force Special Meeting of January 14, 2020; room 278, 4:00 PM

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

No problem. Just let us know if there are any specific subjects you'd like to cover. I'll put them at the top so we'll have plenty of time to discuss them.

On Sun, Jan 12, 2020, 5:23 PM Fiona Hinze <fionahinze@gmail.com> wrote:

Just FYI- I'm needing to commute by Paratransit these days, I'll be at the orientation but I'n going to need to leave at a set time to catch my ride, . So , I may have to leave before we're done. I'm probably going to request my ride between 6-6:30.
Thanks,
Fiona
Sent from my iPad

On Jan 9, 2020, at 11:41, SOTF, (BOS) <sotf@sfgov.org> wrote:

Good Morning:

The agenda and packet for the Sunshine Ordinance Task Force Special Meeting of January 14, 2020 – 4:00 p.m. is online at the following link:

https://sfgov.org/sunshine/sites/default/files/sotf_011420_agenda.pdf

The packet material is linked to each item listed on the agenda mark with an "attachment". Click anywhere on the title of the item to open the link to the pdf of the packet material in question.

Cheryl Leger

Assistant Clerk, Board of Supervisors

Tel: 415-554-7724

Click here to complete a Board of Supervisors Customer Service Satisfaction form.

The Legislative Research Center provides 24-hour access to Board of Supervisors legislation, and archived matters since August 1998.

Disclosures: *Personal information that is provided in communications to the Board of Supervisors is subject to disclosure under the California Public Records Act and the San Francisco Sunshine Ordinance. Personal information provided will not be redacted. Members of the public are not required to provide personal identifying information when they communicate with the Board of Supervisors and its committees. All written or oral communications that members of the public submit to the Clerk's Office regarding pending legislation or hearings will be made available to all members of the public for inspection and copying. The Clerk's Office does not redact any information from these submissions. This means that personal information—including names, phone numbers, addresses and similar information that a member of the public elects to submit to the Board and its committees—may appear on the Board of Supervisors website or in other public documents that members of the public may inspect or copy.*

Major, Erica (BOS)

From: Adria Marie <adrianmariejones53@gmail.com>
Sent: Sunday, January 12, 2020 5:39 PM
To: Major, Erica (BOS)
Subject: Support for 190973

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

Hello, hi this is Adrian and I I am writing to ask you to support and pass this legislative fix for Releaf to be given portability to relocate. She is a good acting legacy operator and we should support equity that she is. God bless you and everyone.

Major, Erica (BOS)

From: Jana Sullivan <jana@sullivans.com>
Sent: Sunday, January 12, 2020 11:20 AM
To: Major, Erica (BOS)
Subject: File no. 190973

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

Hello Ms. Major,

I am writing in support of Releaf Dispensary's bid to move their cannabis license to the new location requested, per file no. 190973.

Cannabis helps many people like myself find relief and freedom from constant pain and discomfort. I have 8 years clean from an opiate addiction after 4 surgeries, but still suffer from chronic pain and other issues. Cannabis is the only safe and affordable avenue I have found for effective relief.

Having multiple dispensaries available to visit helps reduce difficulty in getting medicine by making it physically accessible, and also helps keep prices competitive.

From a business perspective, losing one's lease should not effectively shutter a business from operating. This business owner should be given the opportunity to continue serving the local community, and helping people like me find healing.

Thank you for your time.

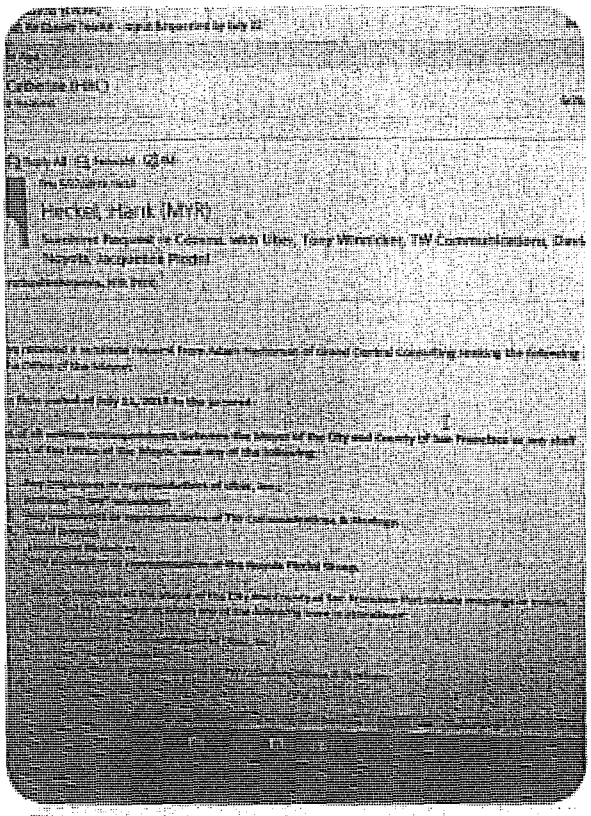
All the best,
Jana Sullivan
Jana@sullivans.com

Sent from my iPhone

EXHIBIT X: Excerpts of various responsive records, produced in violation of SFAC 67.26 (these are *non-exhaustive examples*)

Verizon 4:31 PM 95%

Kyra



[X-1]

Hi! I know you're OOO but did we get an extension on this sunshine request?

No. Why? It's not due until next week.

iMessage

[X-2]

From: Power, Andres (MYR)
To: Lindler, Nicole (MYR)
Subject: Re: 1000 Beds Tracker
Date: Wednesday, July 03, 2019 10:15:34 PM

That's right. Thanks!

Andres Power
Policy Director
Mayor London N. Breed

On Jul 3, 2019, at 4:11 PM, Lindler, Nicole (MYR) <nicole.lindler@sfgov.org> wrote:

> The first subtotal line should have said 590 not 516. Sorry excel error.
>
> Nicole Lindler | Policy Advisor
> Office of Mayor London N. Breed
> Sent via iPhone
>
> On Jul 3, 2019, at 3:43 PM, Power, Andres (MYR) <andres.power@sfgov.org> wrote:
>
> > Am I missing something? This seems like it's adding up to 926.
> >
> > Andres Power
> > Policy Director
> > Mayor London N. Breed
> >
> > On Jul 3, 2019, at 1:12 PM, Lindler, Nicole (MYR) <nicole.lindler@sfgov.org> wrote:
> >
> > > DPH has confirmed that Hummingbird 14 beds are online.
> > >
> > > <image001.gif>**Nicole Lindler** | Policy Advisor
> > > Office of Mayor London N. Breed
> > > City and County of San Francisco
> > > 415-554-6694
> > >
> > > **From:** Lindler, Nicole (MYR)
> > > **Sent:** Wednesday, July 03, 2019 12:16 PM
> > > **To:** Power, Andres (MYR) <andres.power@sfgov.org>; Cretan, Jeff (MYR) <Jeff.Cretan@sfgov.org>
> > > **Subject:** RE: 1000 Beds Tracker
> > >
> > > Revised. The additions at BVHM and Hummingbird are currently open/operating according to HSH. However, I am

still awaiting absolute confirmation from DPH about Hummingbird as it is their program and we've been receiving mixed messages from HSH.

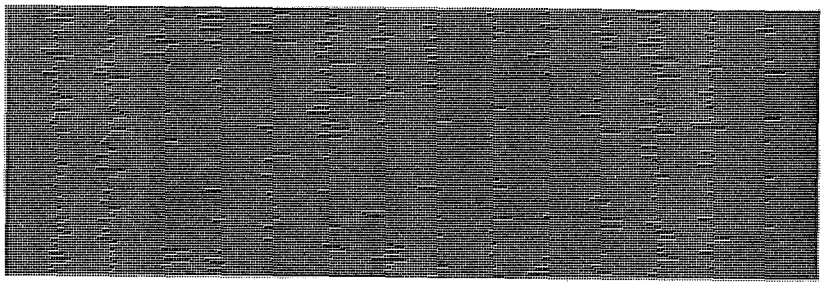
TEAM PLAN

	Beds	District
Open	212	Various
BVHM	60	9
ZSFGH Hummingbird	14	10
	286	

In Development		
Jelani	24	10
Division Circle (Exp)	60	9
Civic Center Hotel (Exp)	20	6
	104	

Next Up		
SAFE (SWL 330)	200	6

Subtotal	**516**



TOTAL	**1000**

<!--[if !supportLists]--> <!--[endif]-->*DRAFT – DO NOT DISTRIBUTE*

<image001.gif>**Nicole Lindler** | Policy Advisor
Office of Mayor London N. Breed
City and County of San Francisco
415-554-6694

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Sent: Wednesday, July 03, 2019 10:12 AM
To: Power, Andres (MYR) <andres.power@sfgov.org>; Cretan, Jeff (MYR) <Jeff.Cretan@sfgov.org>
Subject: 1000 Beds Tracker
Importance: High

Below is the agreed plan that we've outlined to reach the 1000 bed shelter goal:

TEAM PLAN		
	Beds	District
Open	212	Various
In Development		
ZSFGH Hummingbird	14	10
Jelani	24	10
Division Circle (Exp)	60	9
Civic Center Hotel (Exp)	20	6
	118	
Next Up		
SAFE (SWL 330)	200	6
Subtotal	**530**	
TOTAL	**1000**	

Nicole Lindler | Policy Advisor
Office of Mayor London N. Breed
City and County of San Francisco
415-554-6694

From: Power, Andres (MYR)
To: Lindler, Nicole (MYR)
Subject: Re: 1000 Beds Tracker
Date: Wednesday, July 03, 2019 3:43:21 PM

Am I missing something? This seems like it's adding up to 926.

Andres Power
Policy Director
Mayor London N. Breed

On Jul 3, 2019, at 1:12 PM, Lindler, Nicole (MYR) <nicole.lindler@sfgov.org> wrote:

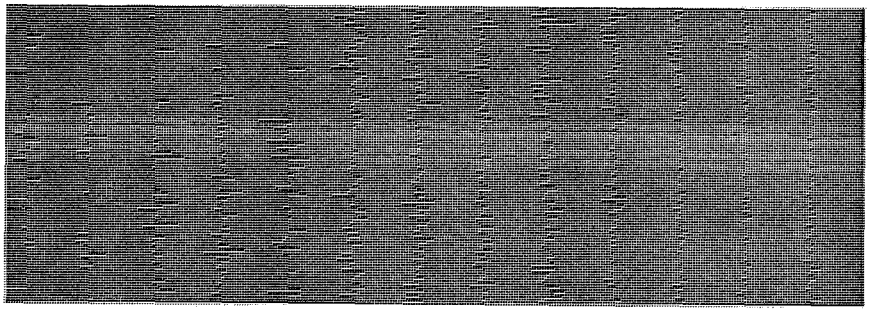
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> Office of Mayor London N. Breed
> City and County of San Francisco
> 415-554-6694
>
> **From:** Lindler, Nicole (MYR)
> **Sent:** Wednesday, July 03, 2019 12:16 PM
> **To:** Power, Andres (MYR) <andres.power@sfgov.org>; Cretan, Jeff (MYR) <Jeff.Cretan@sfgov.org>
> **Subject:** RE: 1000 Beds Tracker
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> **TEAM PLAN**

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Subtotal	516



TOTAL	**1000**

<!--[if !supportLists]-->• <!--[endif]-->*DRAFT – DO NOT DISTRIBUTE*

<image001.gif>**Nicole Lindler** | Policy Advisor
Office of Mayor London N. Breed
City and County of San Francisco
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In Development		
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Subtotal	**530**	
TOTAL	**1000**	

<image001.gif>**Nicole Lindler** | Policy Advisor
Office of Mayor London N. Breed
City and County of San Francisco
415-554-6694

From: Power, Andres (MYR)
To: Lindler, Nicole (MYR)
Subject: Re: 1000 Beds Tracker
Date: Wednesday, July 03, 2019 10:33:58 AM

Isn't BVHM implemented?

Andres Power
Policy Director
Mayor London N. Breed

On Jul 3, 2019, at 10:11 AM, Lindler, Nicole (MYR) <nicole.lindler@sfgov.org> wrote:

Below is the agreed plan that we've outlined to reach the 1000 bed shelter goal:

TEAM PLAN		
	Beds	District
Open	212	Various
In Development		
ZSFGH Hummingbird	14	10
Jelani	24	10
Division Circle (Exp)	60	9
Civic Center Hotel (Exp)	20	6
	118	
Next Up		
SAFE (SWL 330)	200	6
Subtotal	**530**	
[redacted]		

TOTAL	1000	

<image001.gif>**Nicole Lindler** | Policy Advisor
Office of Mayor London N. Breed
City and County of San Francisco
415-554-6694

From: Schneider, Dylan (HOM)
To: Power, Andres (MYR)
Cc: Kittler, Sophia (MYR)
Subject: Re: Homeless Commission Charter Amendment
Date: Tuesday, July 02, 2019 8:10:39 AM

Hi Andres,

I'm on my way in and will give you a call at 9am when I have everything in front of me.

Thank you,
Dylan

Get Outlook for iOS

From: Power, Andres (MYR)
Sent: Tuesday, July 2, 2019 8:05:16 AM
To: Schneider, Dylan (HOM)
Cc: Kittler, Sophia (MYR)
Subject: Re: Homeless Commission Charter Amendment

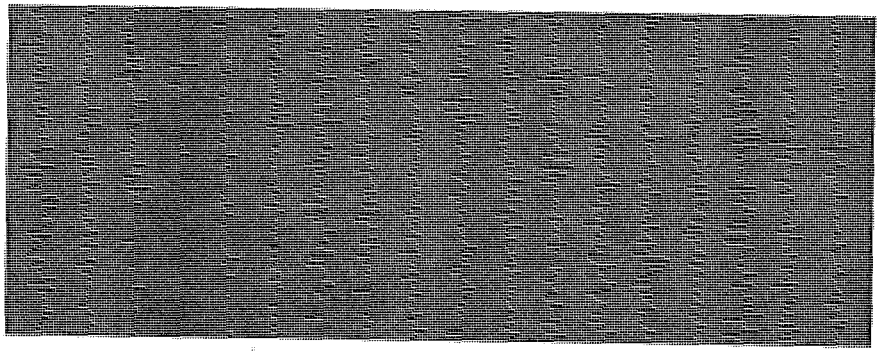
Dylan,

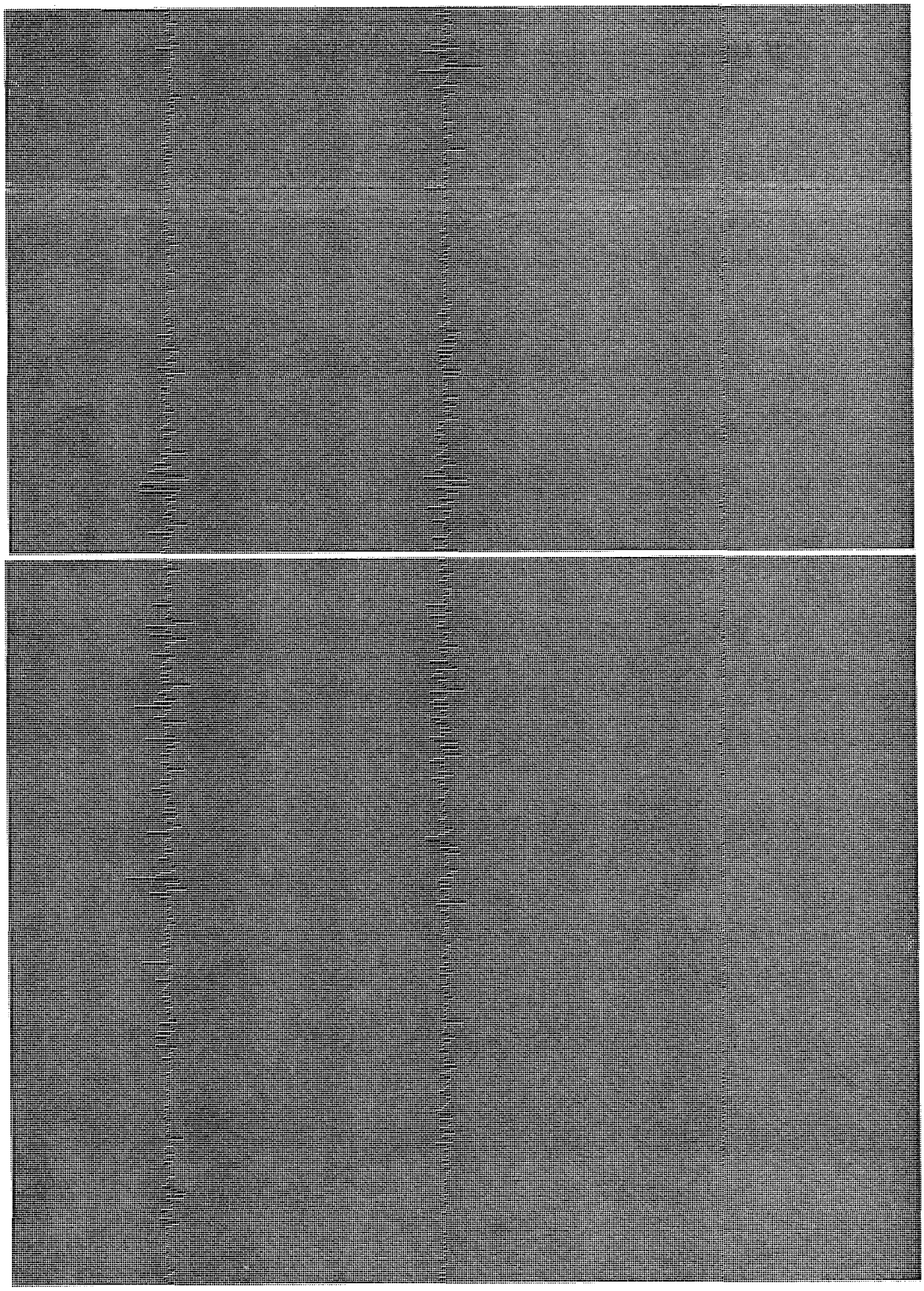
Please give me a call when you're in.

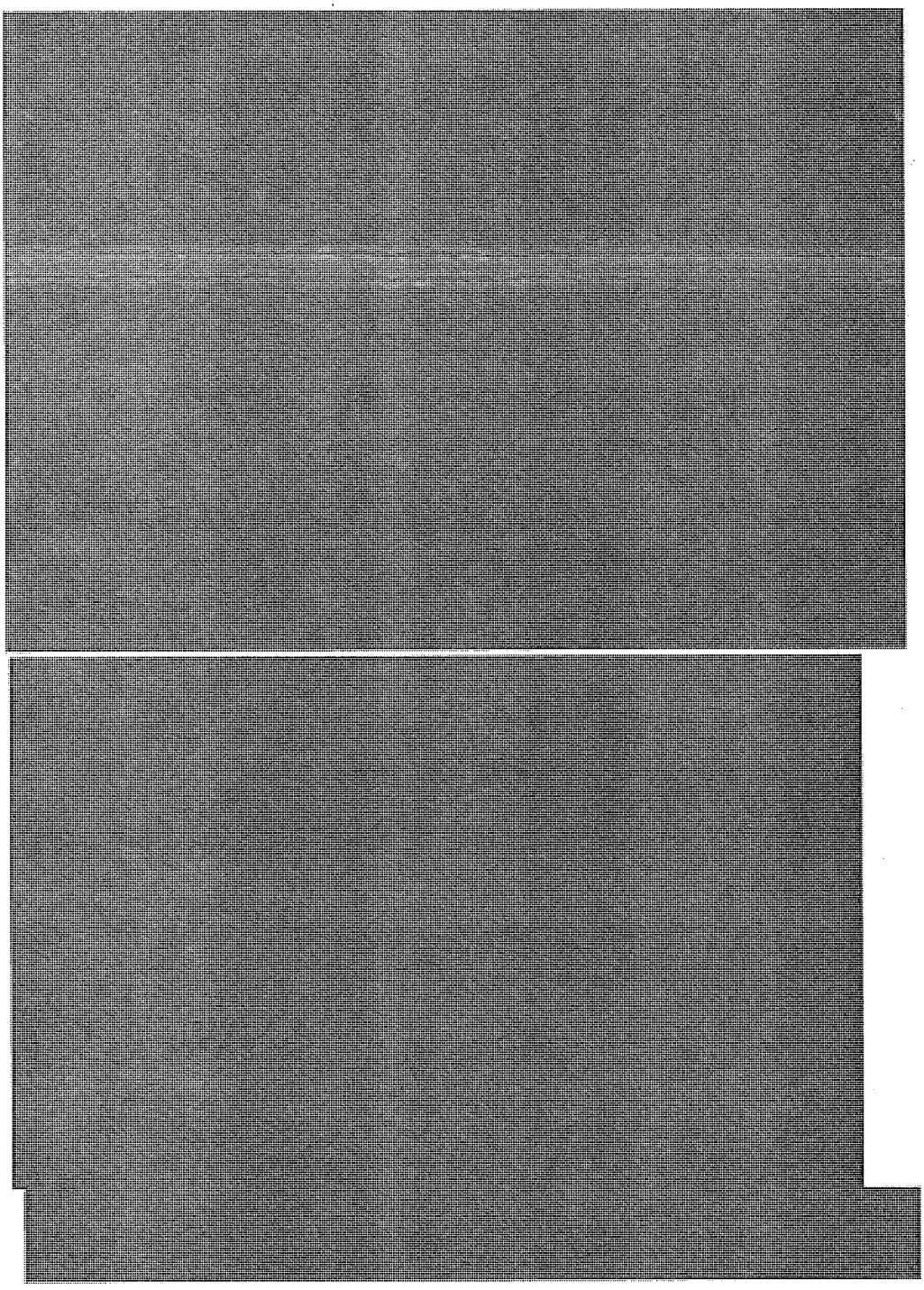
We need to make sure that we're framing this correctly.

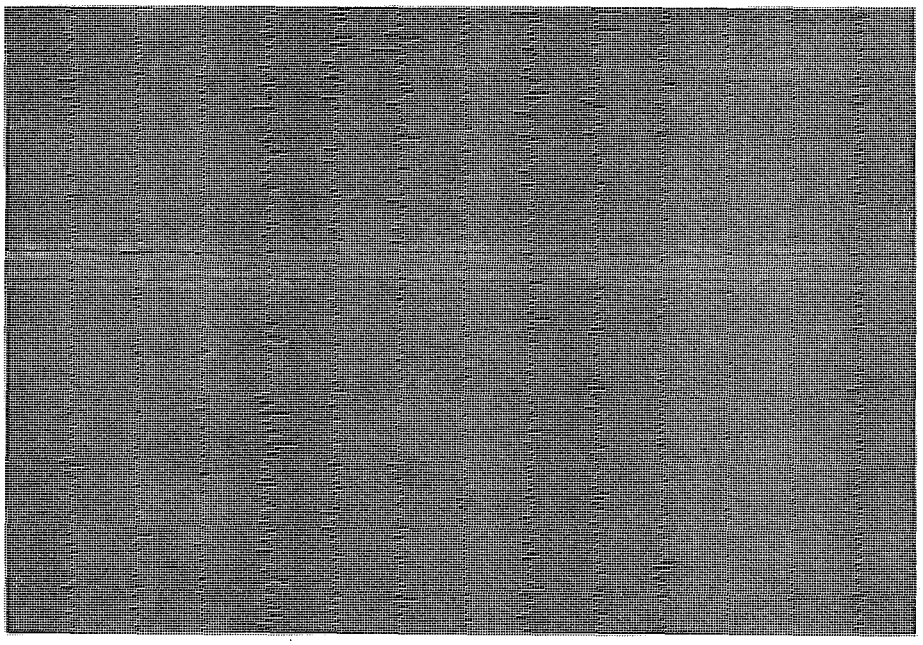
Andres Power
Policy Director
Mayor London N. Breed

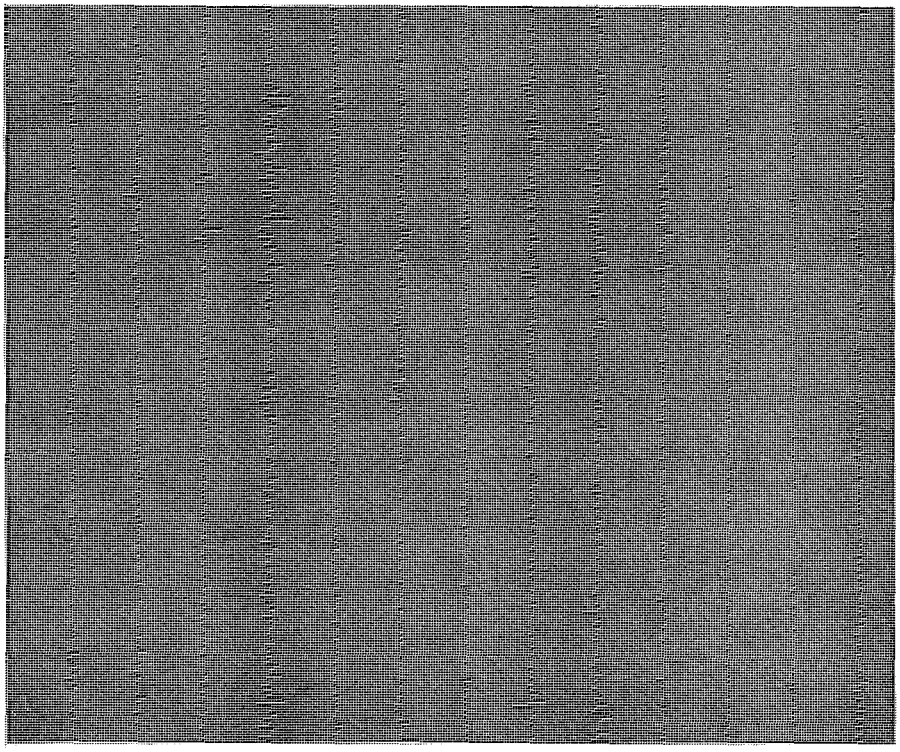
On Jul 1, 2019, at 9:59 PM, Schneider, Dylan (HOM) <dylan.schneider@sfgov.org> wrote:

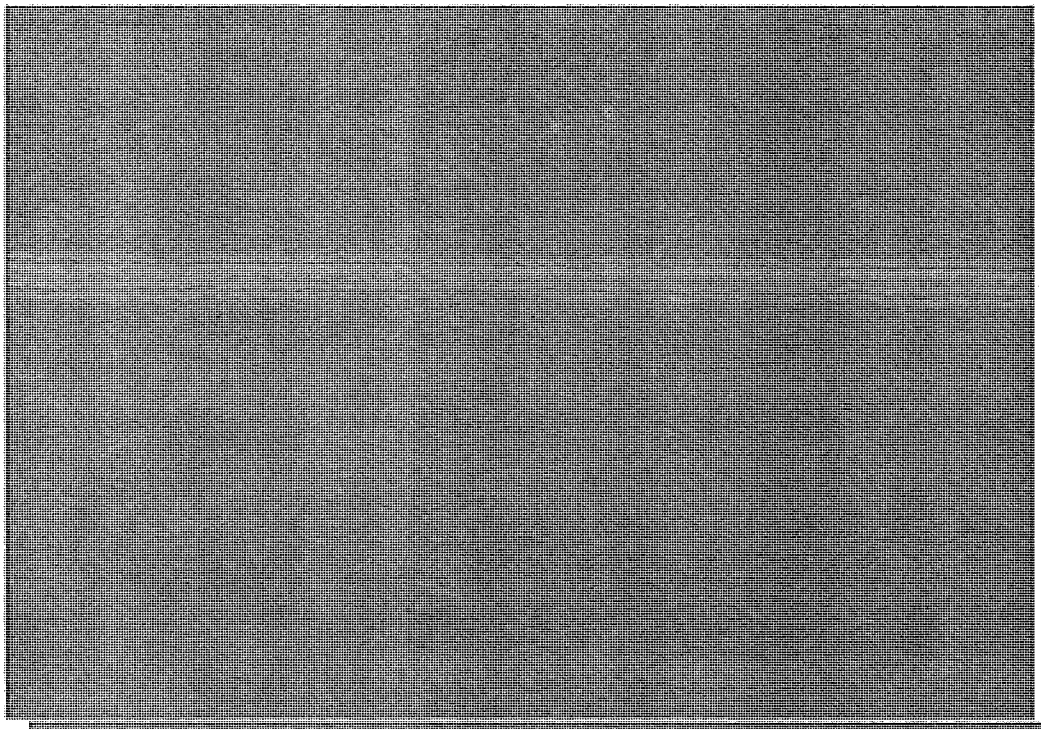


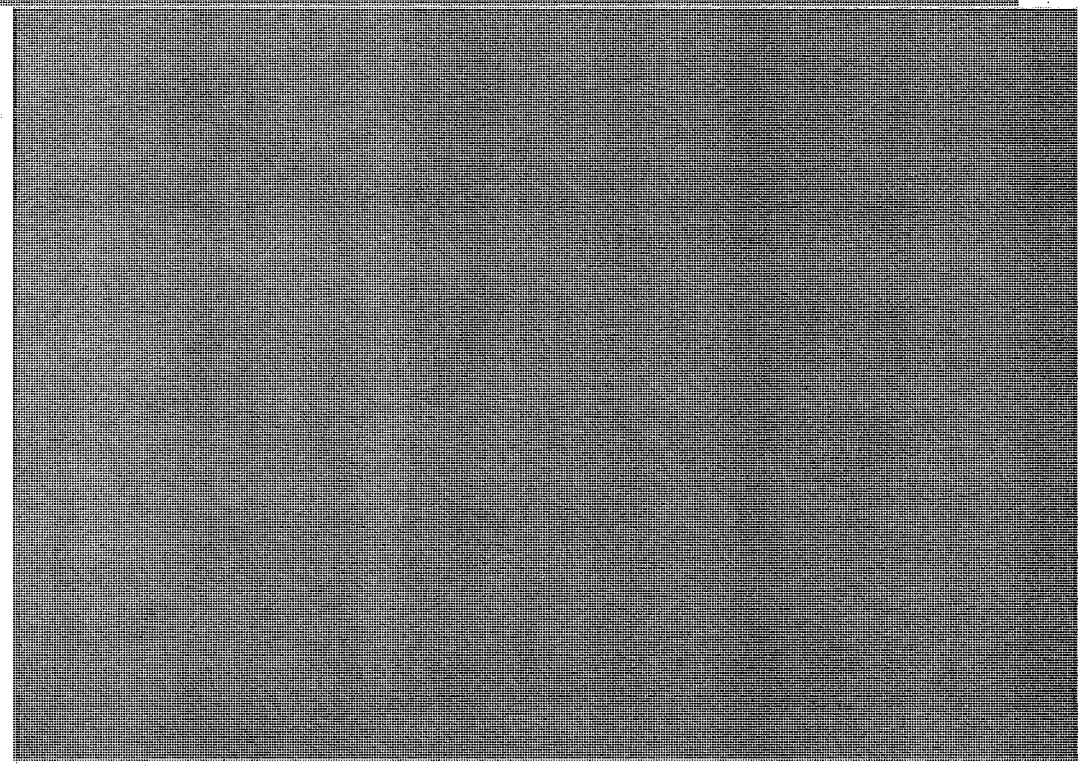


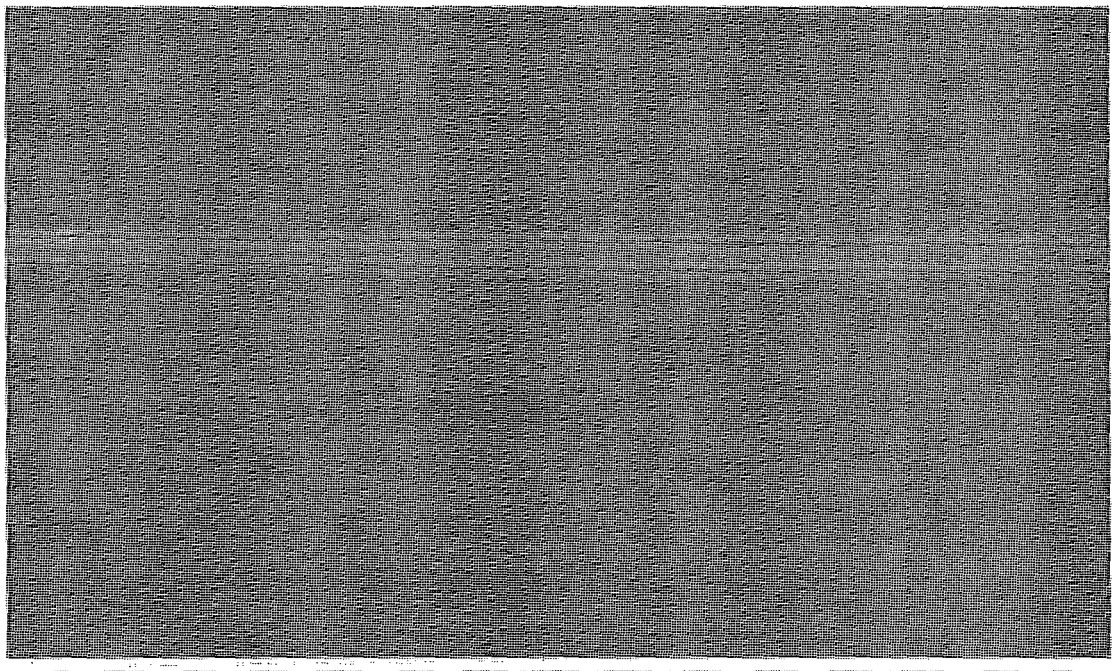


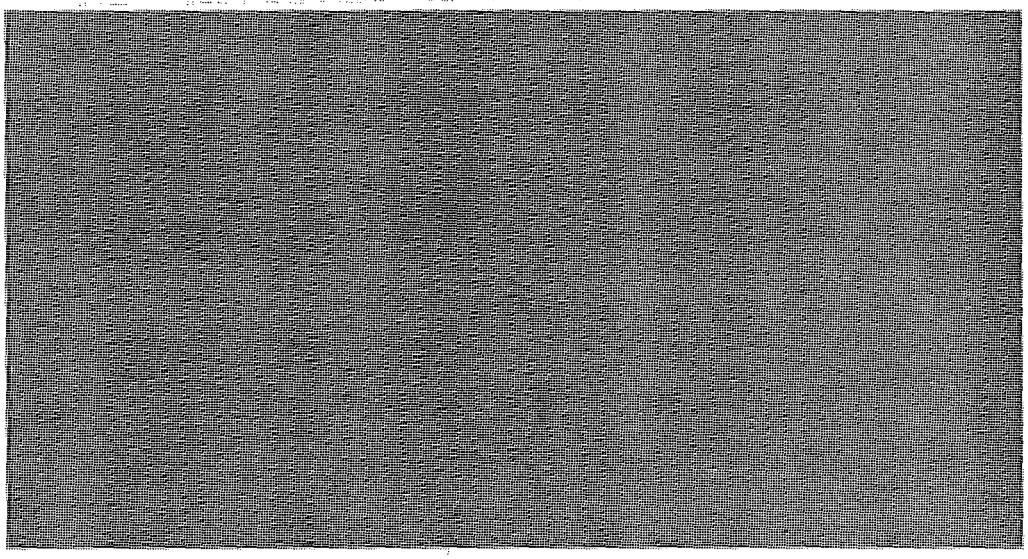


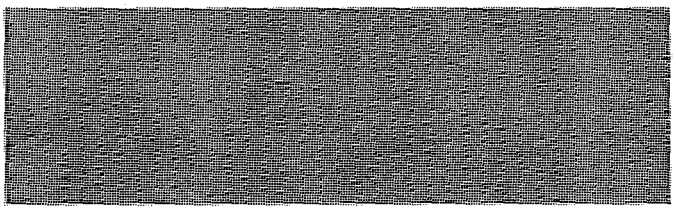


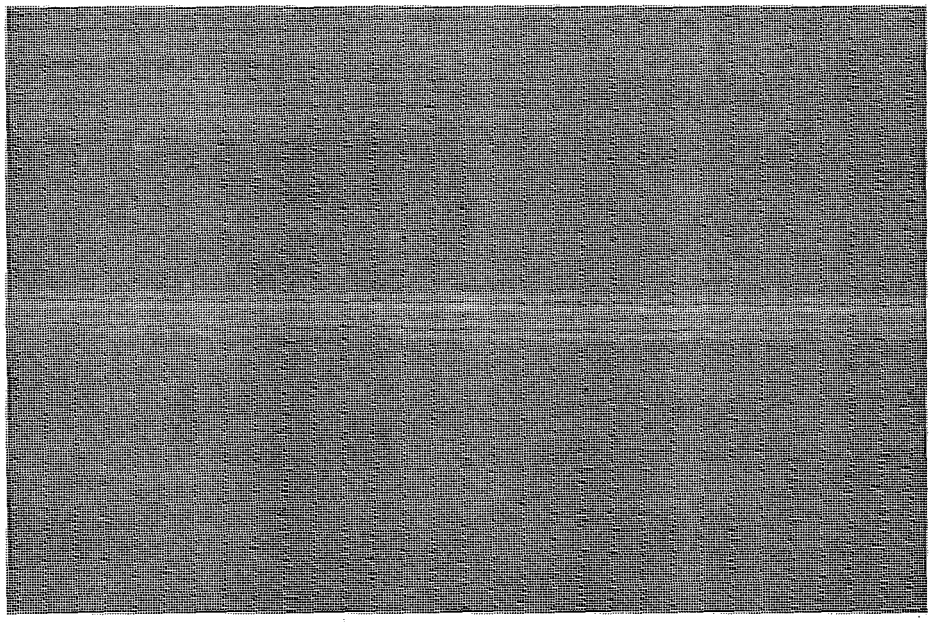


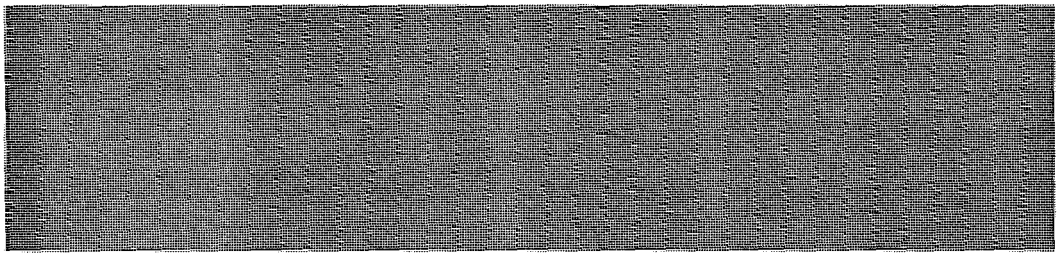


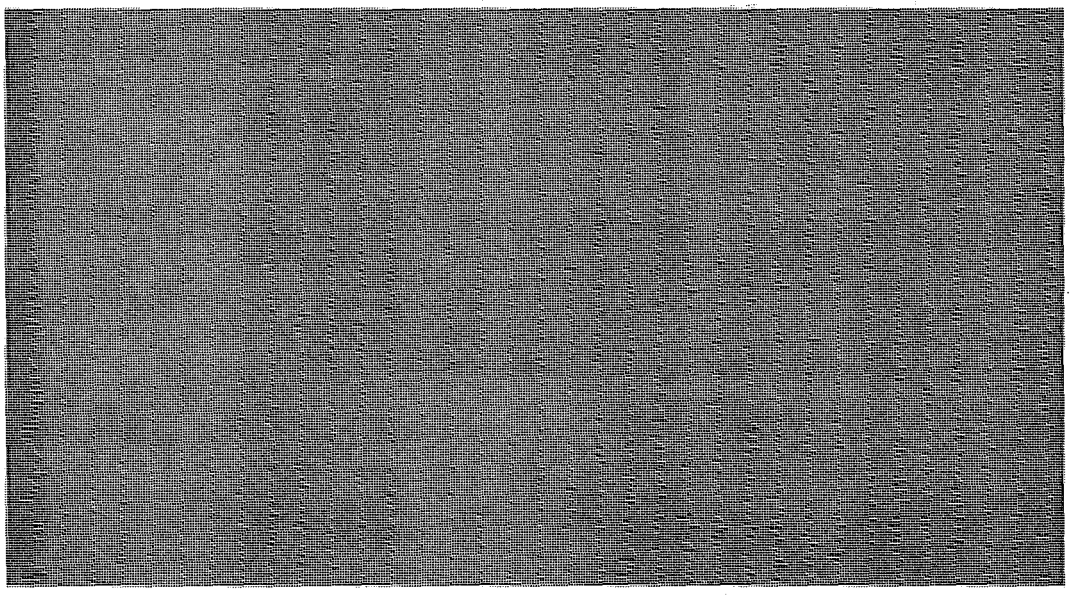


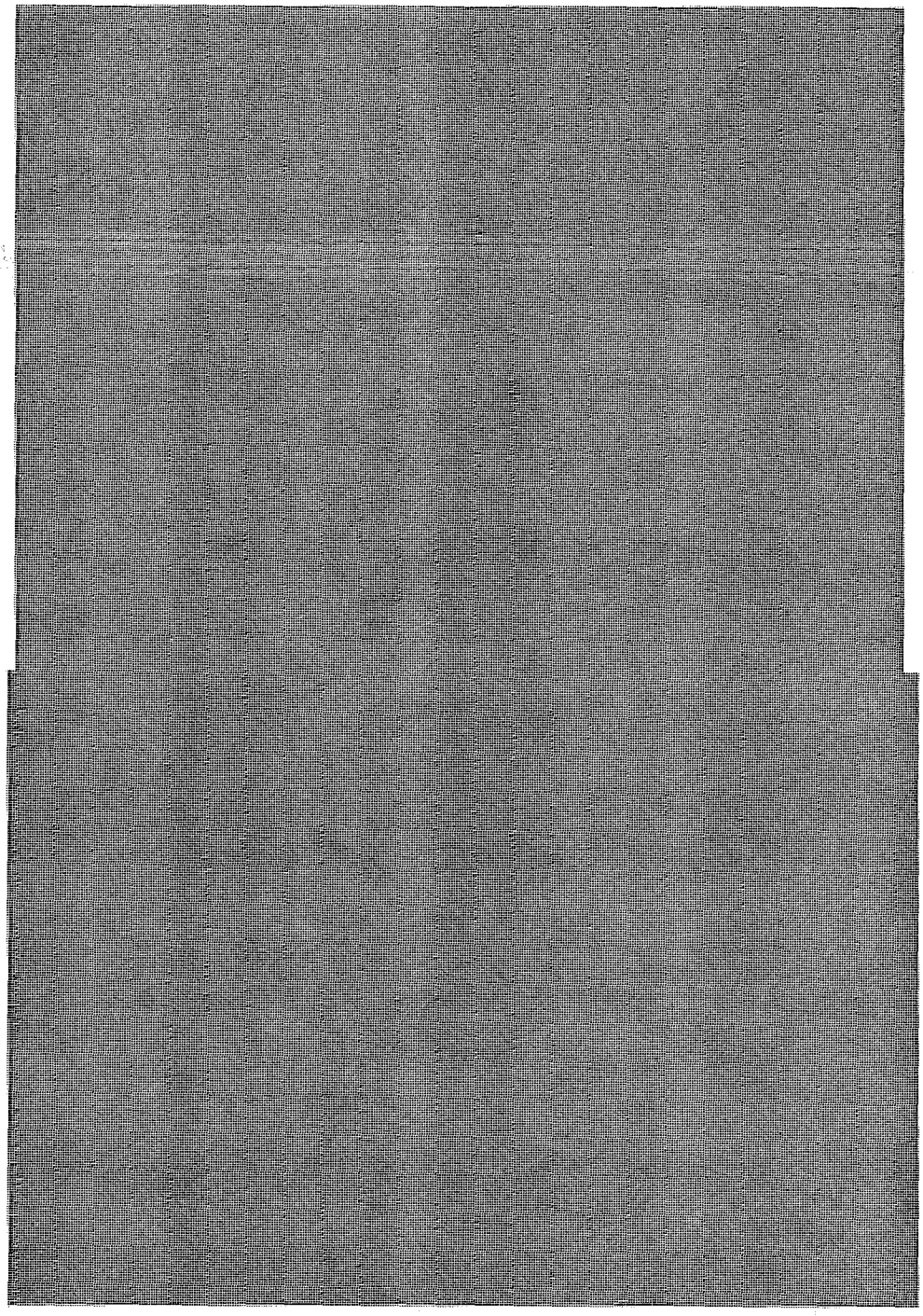


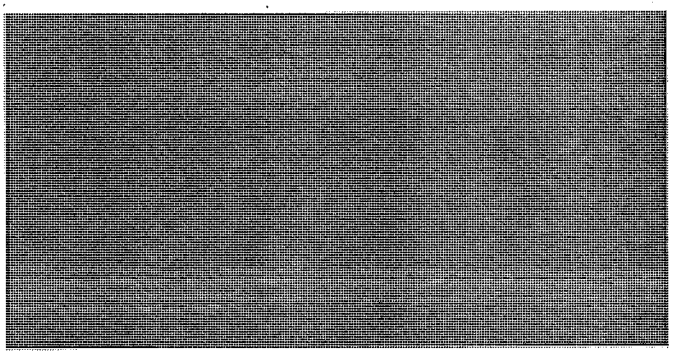












From: Bruss, Andrea (MYR)
To: Power, Andres (MYR)
Subject: FW: Thank you! + Resume
Date: Tuesday, July 02, 2019 11:31:02 AM
Attachments: [redacted]Resume.pdf

[redacted]s going to apply for the open budget office position, but you may want to also see if he is a good fit for your team. He comes recommended frim his time in the Controller's Office.

From: [redacted]
Sent: Tuesday, July 02, 2019 11:03 AM
To: Bruss, Andrea (MYR) <andrea.bruss@sfgov.org>
Subject: Thank you! + Resume

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

Andrea,

Thank you very much for taking the time to chat and offering to forward my resume to folks. Please see my attached resume.

Please let me know if there is anything else I can provide.

Best,

[redacted]

From: Arce, Joshua (ECN)
To: Power, Andres (MYR)
Cc: Torres, Joaquin (ECN)
Subject: FW: Thank You!
Date: Tuesday, July 02, 2019 11:56:58 AM

FYI - closing the loop on this request from the Veterans Summit

From: Arce, Joshua (ECN)
Sent: Tuesday, July 2, 2019 11:56 AM
To: David Chasteen [redacted]
Cc: Torres, Joaquin (ECN) <joaquin.torres@sfgov.org>; Nim, Ken (ECN) <ken.nim@sfgov.org>; Lam, Byron (ECN) <byron.lam@sfgov.org>; Dostal, Viktoriya (ECN) <Viktoriya.Dostal@sfgov.org>; Rice, Lowell (ECN) <lowell.rice@sfgov.org>; Callahan, Micki (HRD) <micki.callahan@sfgov.org>; Howard, Kate (HRD) <kate.howard@sfgov.org>; Biasbas, Anna (HRD) <anna.biasbas@sfgov.org>
Subject: RE: Thank You!

Thank you again Commissioners. Apologies for the delay but we wanted to be very thorough with respect to your request, working with our partners at the Department of Human Resources.

Thank you again Director Callahan, Kate and Anna.

Commissioners, Anna Biasbas, DHR Director of Employment Services, was able to work with her Team to provide the following response (thank you once again):

Year Applied	Received Vet Points (Regular or Disabled)	Received Disabled Vet Points	Total Who Received Vet Points and Were Hired	Total Who Were Hired and Had Received Disabled Vet Points	Total Number of Applicants for Permanent Recruitment
2017	253	55	56	12	65,623
2018	255	66	35	8	73,936

Please let us know if you would like further background and context, or any follow up questions you may have. We look forward to our continued work together on the items that we discussed at the Veterans' Summit.

Josh

From: David Chasteen [redacted]
Sent: Wednesday, June 12, 2019 10:53 PM

To: Arce, Joshua (ECN) <joshua.arce@sfgov.org>; [redacted]
Cc: Torres, Joaquin (ECN) <joaquin.torres@sfgov.org>; Nim, Ken (ECN) <ken.nim@sfgov.org>; Lam, Byron (ECN) <byron.lam@sfgov.org>; Dostal, Viktoriya (ECN) <viktoriya.dostal@sfgov.org>; Rice, Lowell (ECN) <lowell.rice@sfgov.org>
Subject: RE: Thank You!

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

Thank you for attending today and for your prompt response.

-DSC

From: Arce, Joshua (ECN)
Sent: Wednesday, June 12, 2019 20:10
To: dchasteen; [redacted]
Cc: Torres, Joaquin (ECN); Nim, Ken (ECN); Lam, Byron (ECN); Dostal, Viktoriya (ECN); Rice, Lowell (ECN)
Subject: Thank You!

Commissioners,

On behalf of Director Torres and I, thank you again for the opportunity to present at the Veterans Summit today.

We have already made inquiry of the Dept of Human Resources with respect to Commissioner Olivieri's City employment question and plan to discuss the CityBuild question that Commissioner Ellis had tomorrow with Acting CityBuild Director Ken Nim.

We will circle back with responses as soon as possible.

Thanks again,

Josh

Joshua Arce, Director of Workforce Development
Office of Economic and Workforce Development (OEWD), Workforce Division
City and County of San Francisco

1 South Van Ness, 5th Fl., San Francisco, CA 94103
415.701.4861 (DIRECT) 415.701.4848 (MAIN) 415.701.4894 (FAX)
Joshua.Arce@sfgov.org

OEWD/Workforce | CityBuild | #LocalHire

* * *

Get Outlook for Android

From: Duning, Anna (MYR) on behalf of Jaime, Matthias (adm)

To: Kittler, Sophia (MYR); Power, Andres (MYR); Duning, Anna (MYR); Ahern, Mullane (HRC); Ascano, Darrell (TTX); Bishop, Carrie (ADM); Brown, Herman (DAT); Bukowski, Kenneth (ADM); Burdick, Jerry (PRT); Burke-Hill, Colleen (WAR); Cabreja, Rafael (CHF); Calen McEldowney (AAM); Calvillo, Angela (BOS); Canellakis, Krista (TIS); Ching, Eddy (DPW); Coleridge, Marina (HSS); Collins, Robert (RNT); Corso, Mark; Cox, Pat (REC); Cukierman, Rachel (ASR); Dalida, Sandra (JUV); Dawson, Julia (DPW); Dina Quesada (AIR); DiSanto, Thomas (CPC); Eng, Sandra (CSC); Eng, Tedman (PRT); Ewing, Shawn (CHF); Fudym, Bella (ADP); Gard, Susan (HRD); Geddes, Michelle (DEM); Gerull, Linda (TIS); Goldwyn, Norman (ADM); Gong, Jane (ADM); Hardy, David (SHF); Ho, Samuel (JUV); Ian Law (AIR); jlemus@calacademy.org; Kuzina, Nataliya; Lakhmani, Sunny (TIS); Lam, Scarlett (MTA); Laxamana, Junko (BOS); Lee, Craig (RET); Liang, Michael (LIB); Lo, Wilson (DBI); Maimoni, Andy (ADM); Makstman, Michael (TIS); Martinez-Bankhead, Amelia (HRC); Massey, Steven (ETH); Merritt, Susan (POL); Mindolovich, Winona (DPH); Mora, Jesus; Ng, Bo-Ming (ENV); Ng, Wilson (BOS); Pascual, Merrick (ECN); Perla, Jose (JUV); Price, Gary (POL); Quach, Daniel (HOM); RILEY, DALE (CAT); Rodriguez, Brian (HSS); Rosenberg, Julie (BOA); Roye, Karen (CSS); Rydstrom, Todd (CON); Salmon, Ken (PUC); Sanders, Micheal (CPC); Sanson-Mosier, William (POL); Shah, Tajel; Sharon Yencharis; Shilov, Valeri (REG); Solomon, Michael (MYR); Sophia Hom (AIR); Sutton, Mitch (DEM); Toledo, Natalie (HSA); Tse, John (BOS); Ventre, Alyssa (ART); Vu, Tyler (PDR); Walton, Lisa (MTA); Wolfson, Larry (CON); Wong, Art (MTA); Wong, Melinda (DPW); Wood, Jack (CON); Ybanez, Grace (HRD); GUPTA, NEHA (CAT); O"Neill, Luke (ADM); Barnes, Bill (ADM); Nicco, Mark (SHF); YANK, JONATHAN (CAT); Hussey, Deirdre (POL); Espiritu, Charity (ADM)

Cc: Joe Reillye (joseph.reilly@sfport.com); Tashian, Ken (PRT); Amanath Ali (amanath.ali@sfgov.org); Lediju, Tonia (CON); Cathy Widener (AIR); Dyanna Quizon (AIR); Eva Cheong (eva.cheong@flysfo.com); Teresa Scism (AIR); Finley, Sean (ASR); mcostanzo@calacademy.org; rwen@calacademy.org; Steeves, Asja (POL); Lombardi, Roberto (LIB); Singleton, Maureen (LIB); Raffin, Eric (DPH); Flaherty, Steve (CON); Nelson Ho (CON) (nelson.ho@sfgov.org); Lim, Victor (DEM); Bechelli, Adrienne (DEM); Alan Tse (alan.tse@sfgov.org)

Subject: FW: Surveillance Ordinance: Citywide Coordination Conference Call

---

Hi Sophia and Andres – just an FYI that Matthias in COIT has been organizing regular check-in calls about the implementation of the surveillance ordinance. The next call is today at noon. Forwarding the details in case you'd like to listen in.

And I can't call in today, but will join in the future and can fill you in if you're interested. (Though now that the ordinance is law, I'm not sure if you still want to be involved.)

Thanks,

Anna

-----Original Appointment-----
From: Jaime, Matthias (adm)
Sent: Tuesday, July 02, 2019 10:05 AM
To: Jaime, Matthias (adm); Duning, Anna (MYR); Ahern, Mullane (HRC); Ascano, Darrell (TTX); Bishop, Carrie (ADM); Brown, Herman (DAT); Bukowski, Kenneth (ADM); Burdick, Jerry (PRT); Burke-Hill, Colleen (WAR); Cabreja, Rafael (CHF); Calen McEldowney (AAM); Calvillo, Angela (BOS); Canellakis, Krista (TIS); Ching, Eddy (DPW); Coleridge, Marina (HSS); Collins, Robert (RNT); Corso, Mark; Cox, Pat (REC); Cukierman, Rachel (ASR); Dalida, Sandra (JUV); Dawson, Julia (DPW); Dina Quesada (AIR); DiSanto, Thomas (CPC); Eng, Sandra (CSC); Eng, Tedman (PRT); Ewing, Shawn (CHF); Fudym, Bella (ADP); Gard, Susan (HRD); Geddes, Michelle (DEM); Gerull, Linda (TIS); Goldwyn, Norman (ADM); Gong, Jane (ADM); Hardy, David (SHF); Ho, Samuel (JUV); Ian Law (AIR); jlemus@calacademy.org <mailto:jlemus@calacademy.org> ; Kuzina, Nataliya; Lakhmani, Sunny (TIS); Lam, Scarlett (MTA); Laxamana, Junko (BOS); Lee, Craig (RET); Liang, Michael (LIB); Lo, Wilson (DBI); Maimoni, Andy (ADM); Makstman, Michael (TIS); Martinez-Bankhead, Amelia (HRC); Massey, Steven (ETH); Merritt, Susan (POL); Mindolovich, Winona (DPH); Mora, Jesus; Ng, Bo-Ming (ENV); Ng, Wilson (BOS); Pascual, Merrick (ECN); Perla, Jose (JUV); Price, Gary (POL); Quach, Daniel (HOM); RILEY, DALE (CAT); Rodriguez, Brian (HSS); Rosenberg, Julie (BOA); Roye, Karen (CSS); Rydstrom, Todd (CON); Salmon, Ken (PUC); Sanders, Micheal (CPC); Sanson-Mosier, William (POL); Shah, Tajel; Sharon Yencharis; Shilov, Valeri (REG); Solomon, Michael (MYR); Sophia Hom (AIR); Sutton, Mitch (DEM); Toledo, Natalie (HSA); Tse, John (BOS); Ventre, Alyssa (ART); Vu, Tyler (PDR); Walton, Lisa (MTA); Wolfson, Larry (CON); Wong, Art (MTA); Wong, Melinda (DPW); Wood, Jack (CON); Ybanez, Grace (HRD); GUPTA, NEHA (CAT); O'Neill, Luke (ADM); Barnes, Bill (ADM); Nicco, Mark (SHF); YANK, JONATHAN (CAT); Hussey, Deirdre (POL); Espiritu, Charity (ADM)
Cc: Joe Reillye (joseph.reilly@sfport.com <mailto:joseph.reilly@sfport.com>); Tashian, Ken (PRT); Amanath Ali (amanath.ali@sfgov.org <mailto:amanath.ali@sfgov.org>); Lediju, Tonia (CON); Cathy Widener (AIR); Dyanna Quizon (AIR); Eva Cheong (eva.cheong@flysfo.com <mailto:eva.cheong@flysfo.com>); Teresa Scism (AIR); Finley, Sean (ASR); mcostanzo@calacademy.org <mailto:mcostanzo@calacademy.org> ; rwen@calacademy.org <mailto:rwen@calacademy.org> ; Steeves, Asja (POL); Lombardi, Roberto (LIB); Singleton, Maureen (LIB); Raffin, Eric (DPH); Flaherty, Steve (CON); Nelson Ho (CON) (nelson.ho@sfgov.org <mailto:nelson.ho@sfgov.org>); Lim, Victor (DEM); Bechelli, Adrienne (DEM); Alan Tse (alan.tse@sfgov.org <mailto:alan.tse@sfgov.org>)
Subject: FW: Surveillance Ordinance: Citywide Coordination Conference Call
When: Tuesday, July 09, 2019 4:00 PM-5:00 PM (UTC-08:00) Pacific Time (US & Canada).
Where: [redacted]

-----Original Appointment-----
From: Jaime, Matthias (adm)
Sent: Wednesday, June 26, 2019 10:32 AM
To: Jaime, Matthias (adm); Ahern, Mullane (HRC); Ascano, Darrell (TTX); Bishop, Carrie (ADM); Brown, Herman (DAT); Bukowski, Kenneth (ADM); Burdick, Jerry (PRT); Burke-Hill, Colleen (WAR); Cabreja, Rafael (CHF); Calen McEldowney (AAM); Calvillo, Angela (BOS); Canellakis, Krista (TIS); Ching, Eddy (DPW); Coleridge, Marina (HSS); Collins, Robert (RNT); Corso, Mark; Cox, Pat (REC); Cukierman, Rachel (ASR); Dalida, Sandra (JUV); Dawson, Julia (DPW); Dina Quesada (AIR); DiSanto, Thomas (CPC); Eng, Sandra (CSC); Eng, Tedman (PRT); Ewing, Shawn (CHF); Fudym, Bella (ADP); Gard, Susan (HRD); Geddes, Michelle (DEM); Gerull, Linda (TIS); Goldwyn, Norman (ADM); Gong, Jane (ADM); Hardy, David (SHF); Ho, Samuel (JUV); Ian Law (AIR); jlemus@calacademy.org <mailto:jlemus@calacademy.org> ; Kuzina, Nataliya; Lakhmani, Sunny (TIS); Lam, Scarlett (MTA); Laxamana, Junko (BOS); Lee, Craig (RET); Liang, Michael (LIB); Lo, Wilson (DBI); Maimoni, Andy (ADM);

Maksman, Michael (TIS); Martinez-Bankhead, Amelia (HRC); Massey, Steven (ETH); Merritt, Susan (POL); Mindolovich, Winona (DPH); Mora, Jesus; Ng, Bo-Ming (ENV); Ng, Wilson (BOS); Pascual, Merrick (ECN); Perla, Jose (JUV); Price, Gary (POL); Quach, Daniel (HOM); RILEY, DALE (CAT); Rodriguez, Brian (HSS); Rosenberg, Julie (BOA); Roye, Karen (CSS); Rydstrom, Todd (CON); Salmon, Ken (PUC); Sanders, Micheal (CPC); Sanson-Mosier, William (POL); Shah, Tajel; Sharon Yeneharis; Shilov, Valeri (REG); Solomon, Michael (MYR); Sophia Horn (AIR); Sutton, Mitch (DEM); Toledo, Natalie (HSA); Tse, John (BOS); Ventre, Alyssa (ART); Vu, Tyler (PDR); Walton, Lisa (MTA); Wolfson, Larry (CON); Wong, Art (MTA); Wong, Melinda (DPW); Wood, Jack (CON); Ybanez, Grace (HRD); GUPTA, NEHA (CAT); O'Neill, Luke (ADM); Barnes, Bill (ADM); Nicco, Mark (SHF); YANK, JONATHAN (CAT); Hussey, Deirdre (POL); Espiritu, Charity (ADM)
Cc: Joe Reillye (joseph.reilly@sfport.com <mailto:joseph.reilly@sfport.com>); Tashian, Ken (PRT); Amanath Ali (amanath.ali@sfgov.org <mailto:amanath.ali@sfgov.org>); Ledlju, Tonia (CON); Cathy Widener (AIR); Dyanna Quizon (AIR); Eva Cheong (eva.cheong@flysfo.com <mailto:eva.cheong@flysfo.com>); Teresa Selsm (AIR); Finley, Sean (ASR); mcostanzo@calacademy.org <mailto:mcostanzo@calacademy.org> ; rwen@calacademy.org <mailto:rwen@calacademy.org> ; Steeves, Asja (POL); Lombardi, Roberto (LIB); Singleton, Maureen (LIB); Raffin, Eric (DPH); Flaherty, Steve (CON); Nelson Ho (CON) (nelson.ho@sfgov.org <mailto:nelson.ho@sfgov.org>); Lin, Victor (DEM); Bechelli, Adrienne (DEM); Alan Tse (alan.tse@sfgov.org <mailto:alan.tse@sfgov.org>)
Subject: Surveillance Ordinance: Citywide Coordination Conference Call
When: Tuesday, July 9, 2019 4:00 PM-5:00 PM (UTC-08:00) Pacific Time (US & Canada).
Where: [redacted]

Hello all,

This meeting is intended to kick-off the citywide effort to comply with the Stop Secret Surveillance Ordinance <https://sfgov.legistar.com/LegislationDetail.aspx?ID=3953862&GUID=926469C0-A7BA-47D3-BB32-05C2C6D8EB2B&Options=ID|Text|&Search=surveillance> passed by the Board of Supervisors. In this meeting, we will be discussing:

* Process Overview: Roles, Responsibilities, and Timelines
* Definition of Surveillance Technology
* Q&A

This meeting is intended for Department CIO's & IT Managers, policy staff, and anyone else who will be directly working on the surveillance ordinance. Please forward this calendar invite to relevant stakeholders inside the City as needed.

Due to the complexity of this ordinance, it will be important that you each work with your Department's City Attorney to help define what exactly is considered a surveillance technology. This call is to help answer any overarching questions as we go into this initial phase. Joining us to help answer some of these initial questions will be Neha Gupta from the City Attorney's Office who will be co-leading this effort with COIT.

Talk to you all soon,

Matthias

--

Matthias Jaime is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting

[redacted]

One tap mobile

[redacted]

Dial by your location

[redacted]

[redacted]

Find your local number: https://zoom.us/u/adu7wmUkPz

From: Power, Andres (MYR)
To: Schneider, Dylan (HOM)
Cc: Kittler, Sophia (MYR)
Subject: Re: Homeless Commission Charter Amendment
Date: Tuesday, July 02, 2019 8:05:17 AM

Dylan,

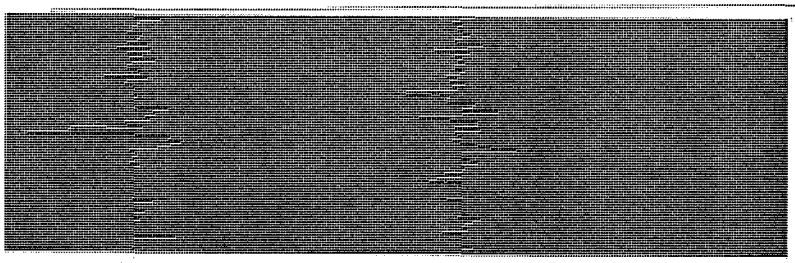
Please give me a call when you're in.

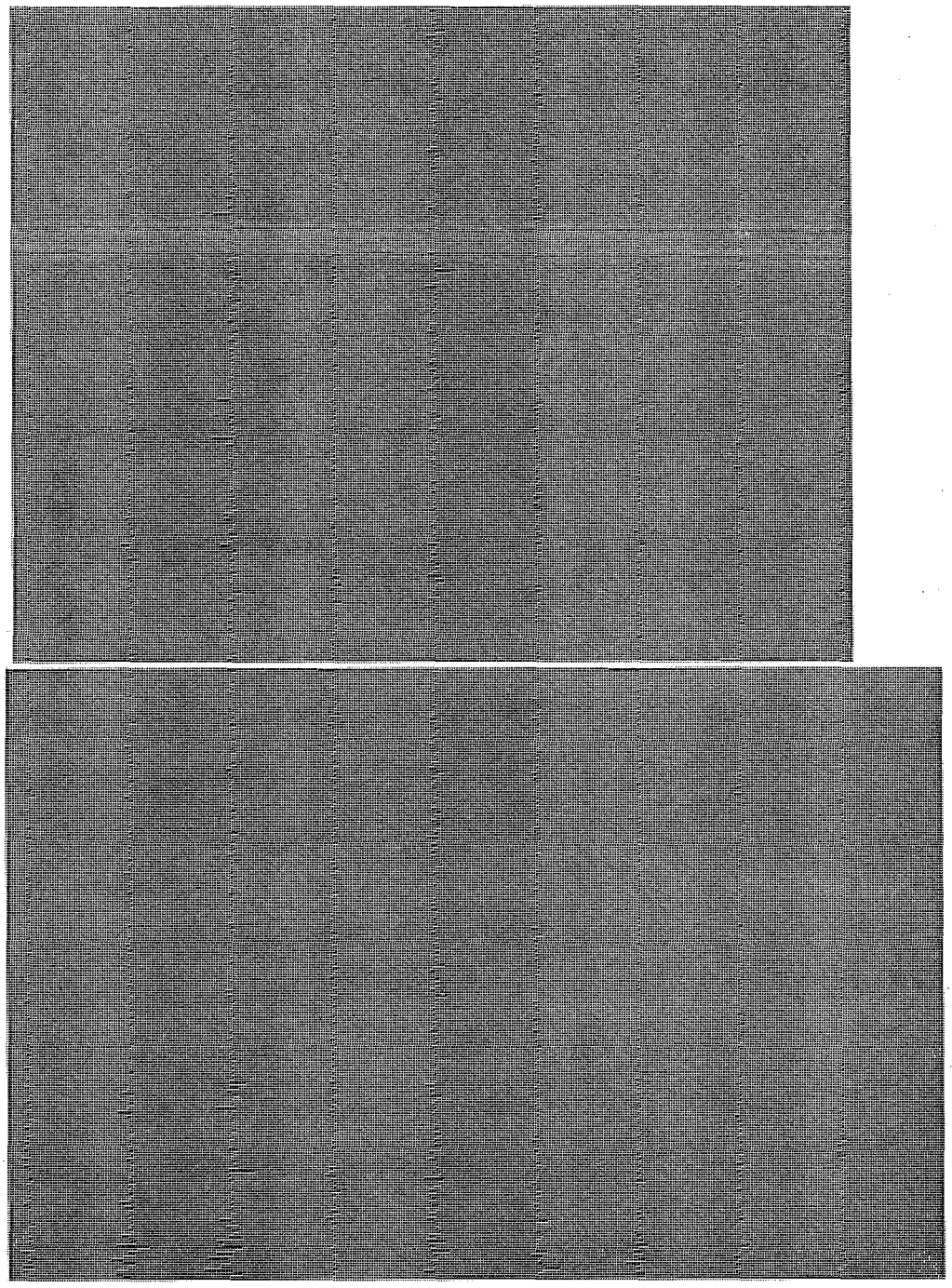
We need to make sure that we're framing this correctly.

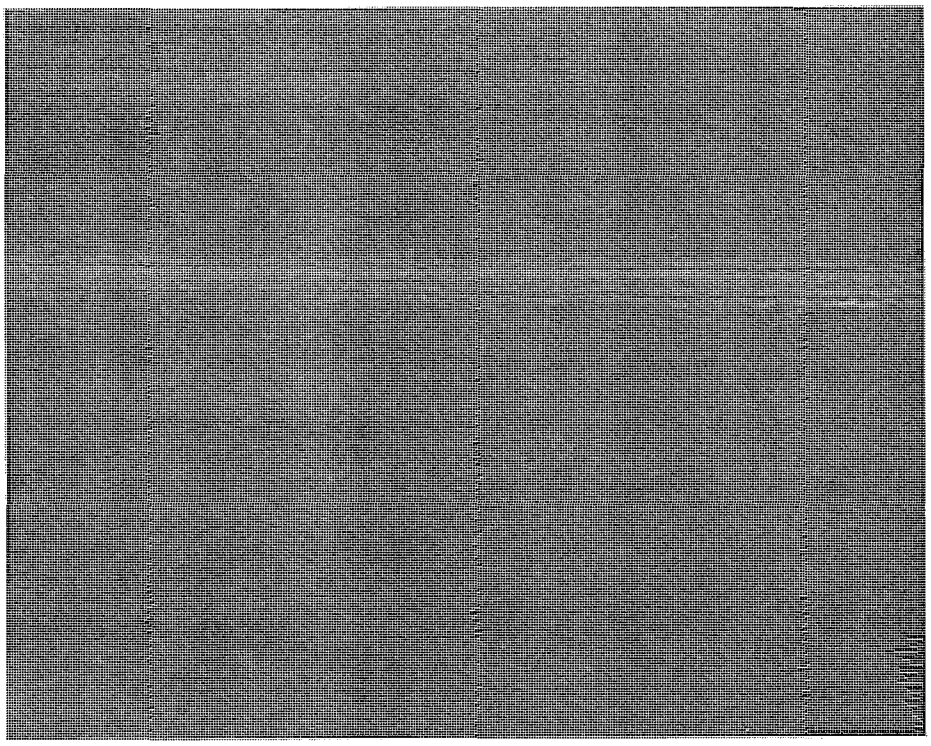
Andres Power
Policy Director
Mayor London N. Breed

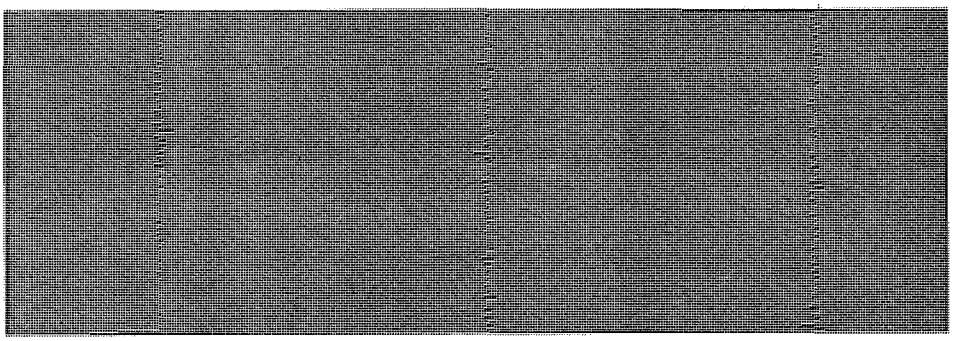
On Jul 1, 2019, at 9:59 PM, Schneider, Dylan (HOM) <dylan.schneider@sfgov.org> wrote:

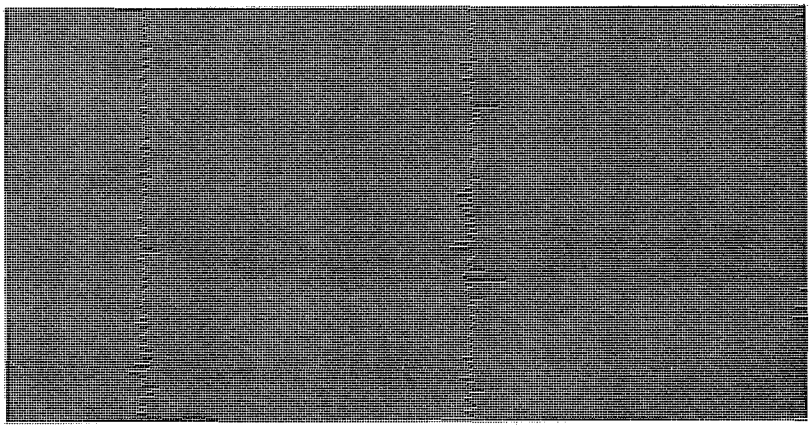
> Thanks for checking in on this Anne and for flagging the upcoming holiday.
>
> Courtney, do you have some time tomorrow we could go over last draft with final asks and get this back to Anne by COB tomorrow to draft final?
>
> Thank you!
> Dylan
>
> **Dylan Rose Schneider**
>
> Manager of Policy & Legislative Affairs
>
> Department of Homelessness & Supportive Housing
>
> O: 415 355 5208
>
> M: [redacted]

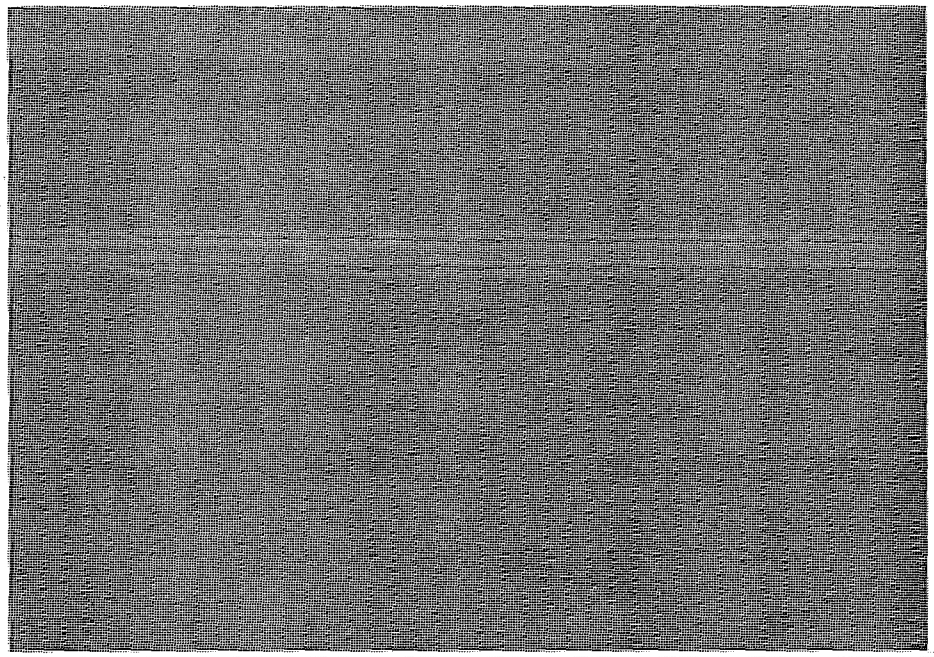


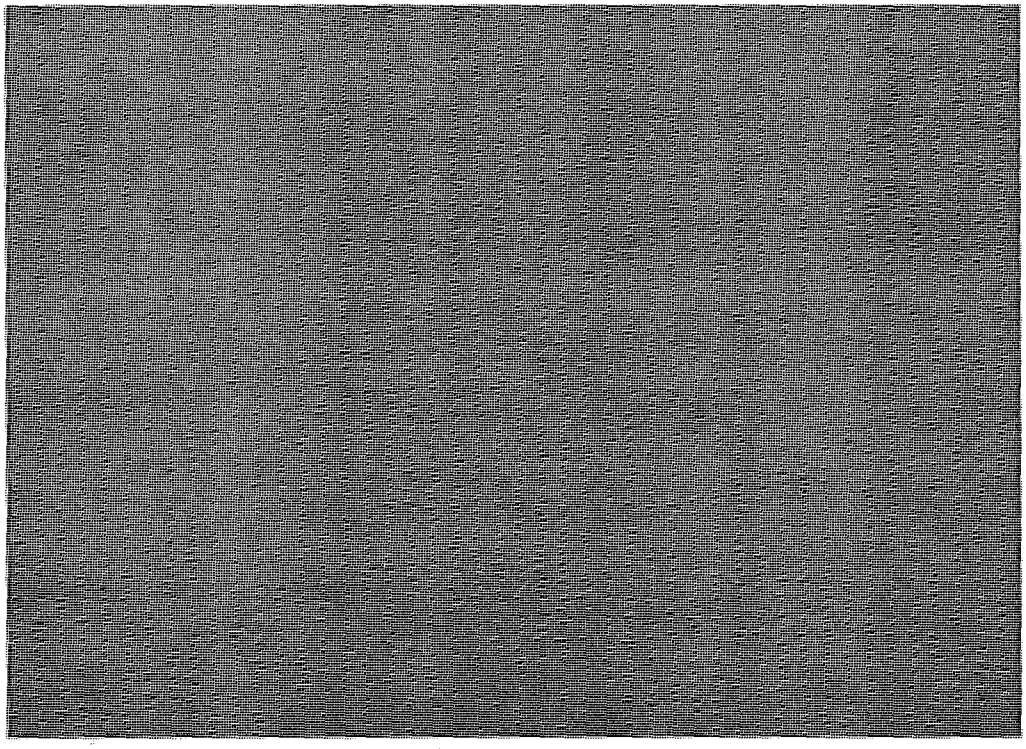


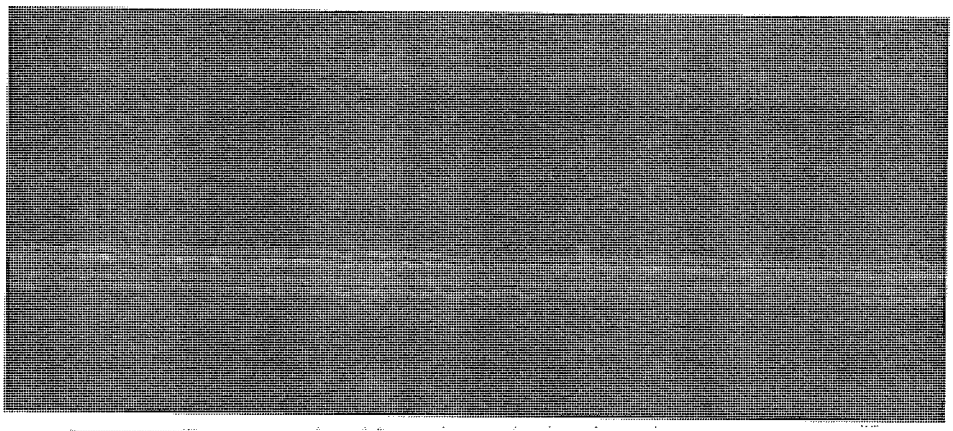


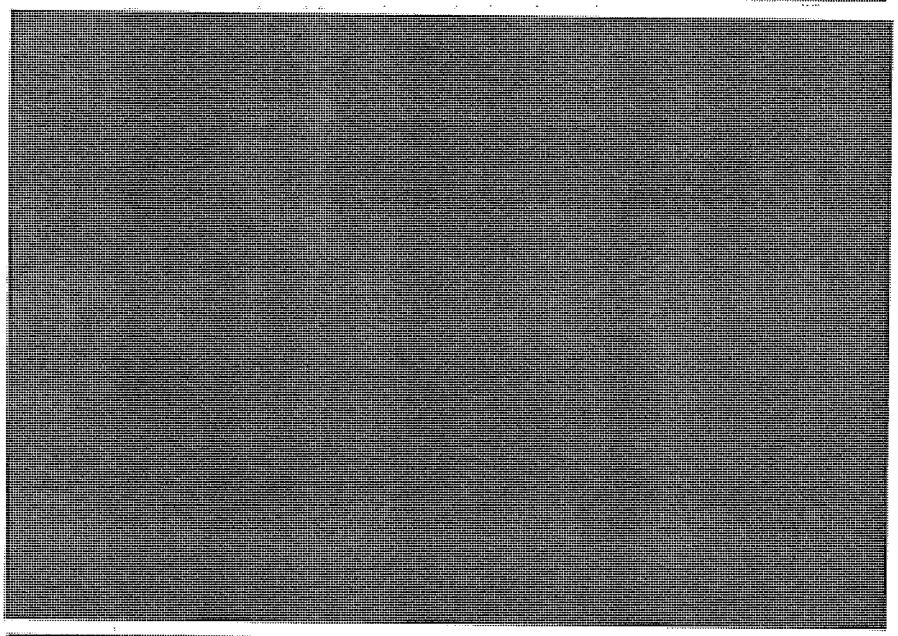


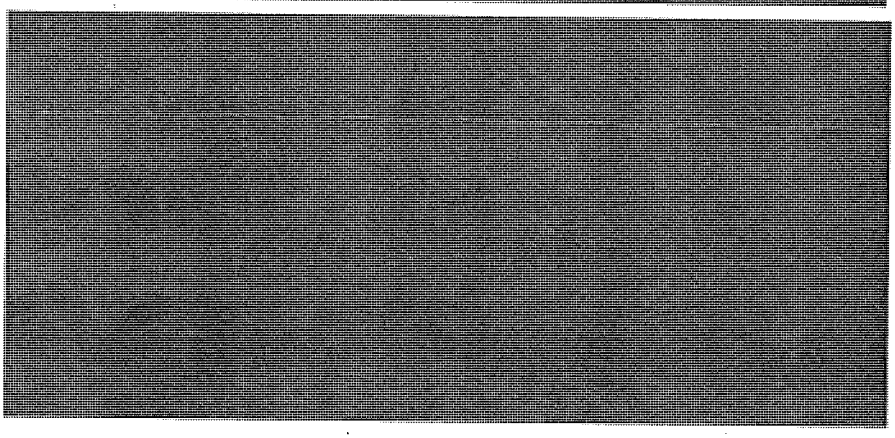


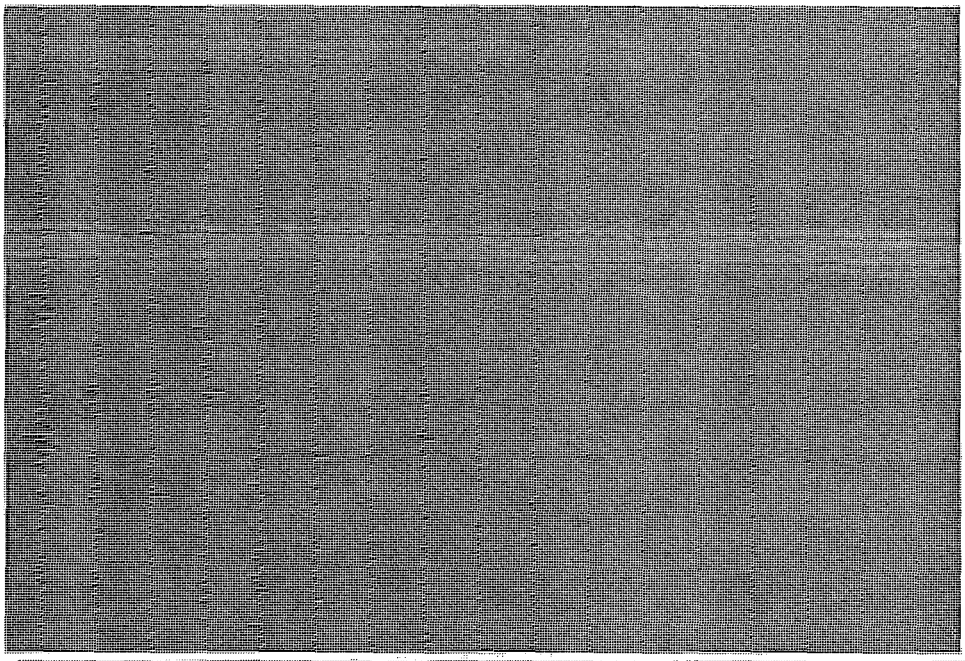


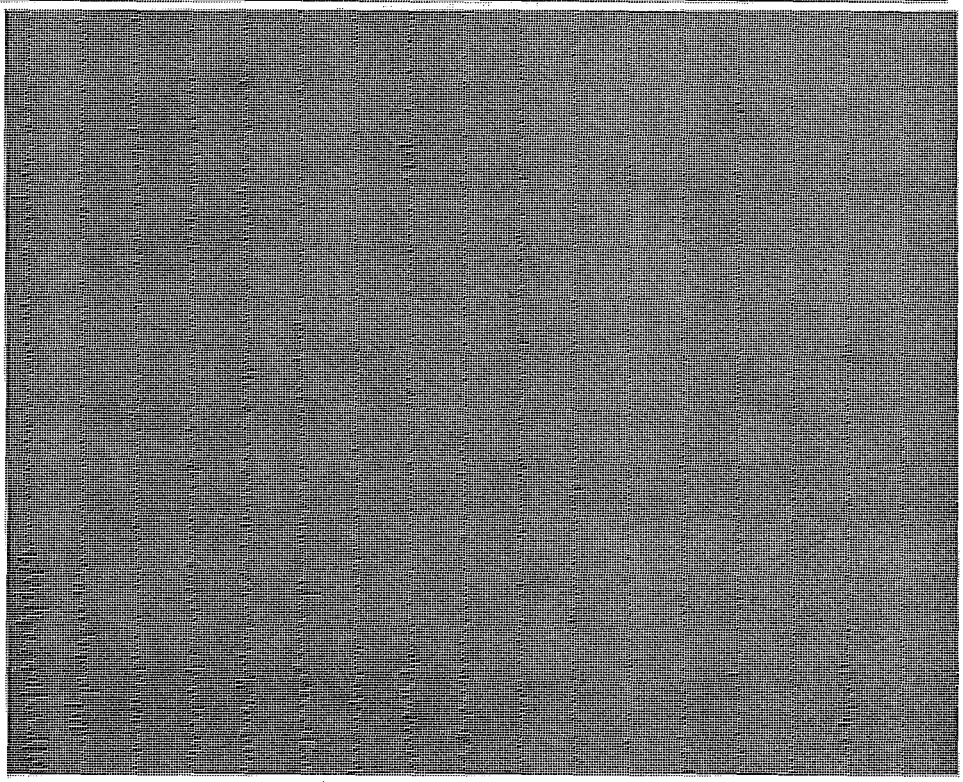


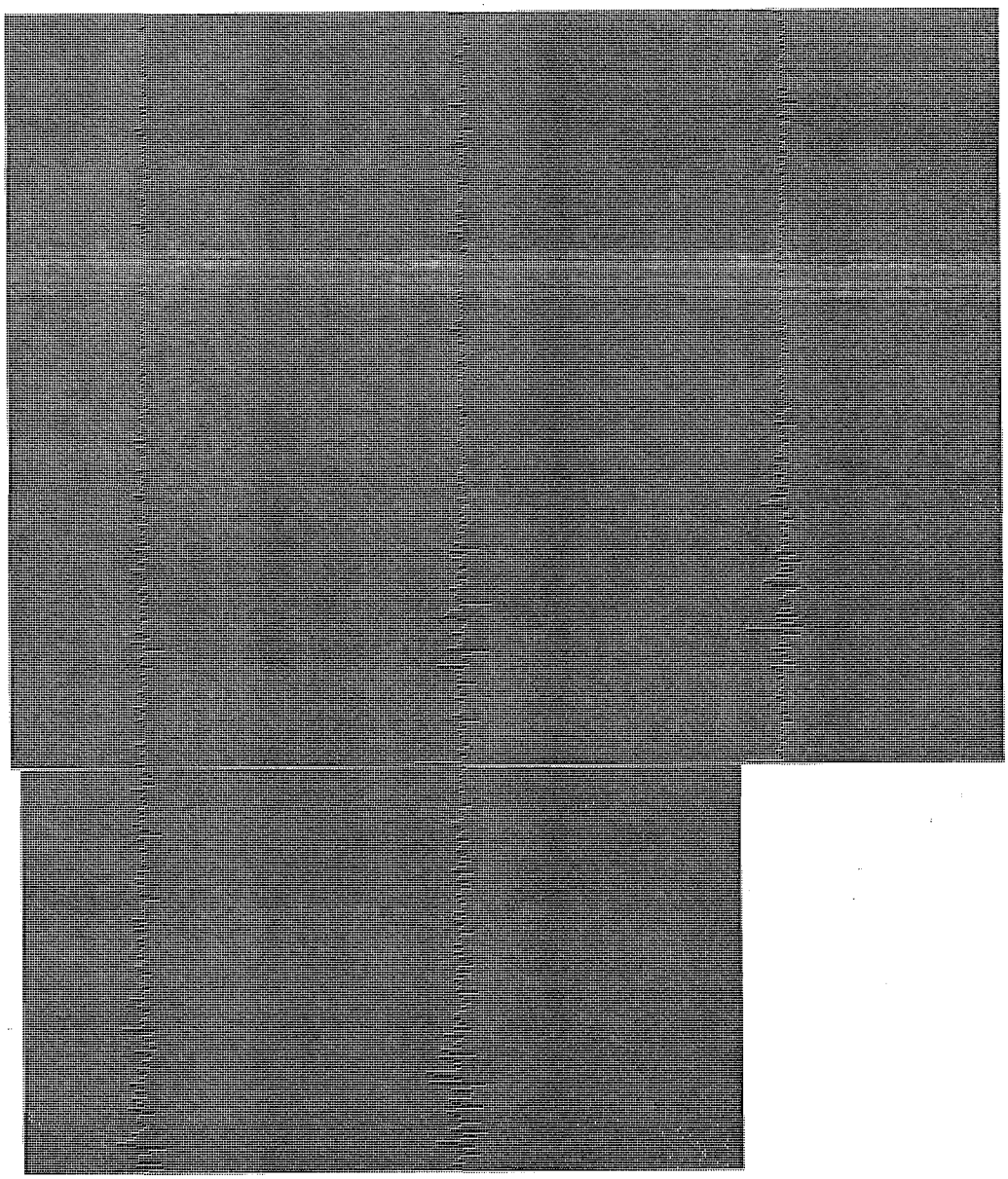












[X-3]

From:	Cohen, Martha (ADM)
To:	Mannix, Ann (POL); Redmond, Michael (POL); Perea, Daniel (POL); Fong, Daryl (POL); Ewins, Teresa (MTA); Yep, Paul (POL); Knight, Laura (POL); Moore, Tobius (POL); Fambrini, Matthew (POL); McDonnell, Dion (POL); Jaimerena, John (POL); Chapman, Nick (MTA); Smith, Curtis (MTA); Lee, James (MTA); Borthne, Debbi (MTA); McCormick, Shawn (MTA); Ketcham, Dana (REC); Bogetz, Shauna (REC); Santiago, Marcus (REC); Bobba, Naveena (DPH); Lau, Peter (DPW); Smith, Tom (DPW); Gordon, Rachel (DPW); Forbes, Elaine (PRT); Reilly, Joseph (PRT); Carter, Tom (PRT); Irma Hernandez; Kathy Paver; Freeman, Matthew (SHF); Miyamoto, Paul (SHF); Carroll, Marvellen (DEM); Wyrsch, Victor (FIR); Velo, Jose (FIR); DeCossio, Dan (FIR); Rivera, Anthony (FIR); Cochrane, Michael (FIR); Tong, Sandra (FIR); Scanlon, Olivia (FIR); Stark, Judy (San Francisco); Randall Scott; Martin, Luke (POL); Hagan, Frank (POL); Lazar, David (POL); Rude, Gretchen (MTA); Forrester, Houston (MTA); Luna, Maria (DEM); Chapman, Brandon (PRT); Raphael, Craig (MTA); Quezada, Randolph (PRT); noemi_robinson@nps.gov; DuBois, Anthony; Ebarle, David (DPH); Tse, Mary (FIR); Coffiln, Ken (FIR)
Cc:	Nuru, Mohammed (DPW); Stringer, Larry (DPW); Quesada, Amy (PRT); Nicholson, Jeanine (FIR); Ludwig, Theresa (FIR); Scott, William (POL); Carr, Rowena (POL); Moser, Bob (POL); Kelly, Naomi (ADM); Bukowski, Kenneth (ADM); Johnston, Jennifer (ADM); Elsbernd, Sean (MYR); Bruss, Andrea (MYR); Philhour, Marjan (MYR); Erick Lee; Tim Desmond; Tom Shea; Becca Bliss; Hervey, Myisha (DPW); Jeff Thomas; Cretan, Jeff (MYR); Sandee Lyall; Todd Fitch; wes@soundonstage.com; Hansen, Matt (ADM); Hennessy, Vicki (SHF); hatem@admiralss.com; mohamed@admiralss.com; Quetone, Tal (ADM); Joe D"Alessandro; Travis Ervin; Jessica Sharp; Nicole Padua; Fay, Abigail (MYR); Finkel, Jessica (MYR); Andrew Dorland; Lysa Lewin; Laurie Armstrong Gossy; Barnes, Bill (ADM); Torres, Joaquin (ECN); Tuimavave, Maina (POL)
Subject:	CCSF July 4, 2019 Waterfront Celebration
Date:	Monday, July 01, 2019 5:55:41 PM
Attachments:	4th of July 2019 City Of San Francisco 6.27v2 Overview.pdf 2019 - 4th of July Waterfront Celebration - Production Schedule.pdf 2019 - 4th of July Waterfront Celebration - Contacts List.pdf

Hi everyone,
The CCSF will hold its annual Independence Day Waterfront Celebration on Thursday, July 4, 2019.

Attached, please find the following documents:
Site plans for the Fisherman's Wharf, Upper Fort Mason and the section of Jefferson Street, west of Hyde Street
Production Schedule for the period Monday, July 1, 2019 through Friday, July 5, 2019
Vendor contact sheet

I am working with Hartmann Studios to produce the CCSF's July 4th Waterfront Celebration.
Admiral Security Services will provide the private security coverage.
I have contracted with AMR to provide the EMS coverage for the Aquatic Park/Fisherman's Wharf area.

There is (1) performance stage; it is located on Jefferson Street, just west of Hyde Street, in Aquatic Park.
The stage goes live at 2 PM on Thursday, July 4, 2019.

The performance schedule is as follows:
2:00 PM – Aquatic Park
DJ Consuelo

6:00 PM – Aquatic Park
Fleetwood Macrame – A Fleetwood Mac tribute band

7:45 PM – Aquatic Park
Pop Rocks – Bay Area Dance Party Band

9:30 PM – Aquatic Park & Pier 39
Fireworks Display

As I have done in years past, I am providing production inventory and janitorial service in the Upper Fort Mason area.

Both Aquatic Park and Upper Fort Mason are under the jurisdiction of the NPS.
I have pulled the required Special Use permit from the NPS.

Please note: there are NO permitted food, beverage or trinket vendors associated with the CCSF's July 4th Waterfront Celebration in the Fisherman's Wharf area.

With the assistance of Nick Chapman, SFMTA, I have applied, through the MTA's ISCOTT process, for temporary street closures in the Fisherman's Wharf area.
Please note: the closure of any streets, other than Jefferson, west of Hyde and Van Ness, between Northpoint and the Muni Pier, will be due solely to pedestrian traffic; absolutely no production inventory will be placed in/on the streets.

Pyro Spectaculars, led by Jeff Thomas, will produce the July 4th fireworks display for the CCSF.
The fireworks display will begin at 9:30 PM; it will last approximately 18 minutes.
The pyro will be fired from barges staged in (2) locations on the Bay; just north of the Muni Pier (the Pier forms the west edge of Aquatic Park) and just north of Pier 39.
The pyro will be loaded onto the Westar Marine barges at Pier 50.

With the assistance of Sound on Stage (SOS), we will place sound towers in the Aquatic Park area and along Jefferson Street in the Wharf.
The towers allow us to broadcast the soundtrack that accompanies the fireworks display.
Please note: the sound/music from the stage in Aquatic Park is broadcasted only in the Aquatic Park area; we do not broadcast the stage performances along Jefferson Street.

Thank you in advance for all of your hard work that makes the CCSF's July 4th Celebration possible.
I hope you and your families have a safe and enjoyable holiday.
If you have any questions, please do not hesitate to contact me.
Martha

Martha Cohen

Office of the Mayor
Director, Special Events
Work 415-554-6487
Cell [redacted]

From: [redacted]
To: Bruss, Andrea (MYR)
Subject: Call w/ [redacted]

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

Thank you for offering your time! Please let me know if another time would be more convenient or if you would prefer to have me call you.

Looking forward to it!

Thanks,
[redacted]

[redacted]

From: Hartley, Kate (MYR)
To: Bruss, Andrea (MYR)
Subject: FW: 3435 Cesar Chavez
Date: Friday, June 28, 2019 12:42:34 PM
Attachments: image001.png
3435 Cesar Chavez Plat Map.pdf
3435 Cesar Chavez Aerial.pdf

Hi – pursuant to the Mayor's expressed desire to purchase two new parcels in the Mission, I wanted to talk to you about this one. Give a call when you get a chance. Thanks.

Kate Hartley
Director
Mayor's Office of Housing and Community Development
1 South Van Ness, 5th Floor
San Francisco, CA 94103
tel: 415.701.5528 fax: 415.701.5501
kate.hartley@sfgov.org

From: Gary Cohen [mailto:gcohen@tricommercial.com]
Sent: Wednesday, June 12, 2019 10:37 AM
To: Hartley, Kate (MYR) <kate.hartley@sfgov.org>; Kitchingham, Kevin (MYR) <kevin.kitchingham@sfgov.org>
Subject: 3435 Cesar Chavez

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

Hi Kate and Kevin,

Per my phone call yesterday, attached is plat map (final subdivision, lot 68) and aerial for 3435 Cesar Chavez, a 43,875 sq.ft. site (currently parking lot) at the corner of Cesar Chavez and Valencia. Ownership is very interested in working with the City on a possible sale. Based on the density achieved at 1990 Folsom St (1 unit per 203 sq.ft. of lot), **216** units could be built at 3435 Cesar Chavez. Please contact me to discuss 415-268-2259.

Gary Cohen
Principal
gcohen@tricommercial.com
Dir 415.268.2259 | **Cell** [redacted]
Fax: 415.367.2558
DRE # 00831936

100 Pine Street Suite 1000
San Francisco, CA 94111
www.tricommercial.com

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From:	Finkel, Jessica (MYR)
To:	Bruss, Andrea (MYR); Elsbernd, Sean (MYR)
Subject:	Fwd: Courtesy Copy of Correspondence for MLB
Date:	Monday, July 01, 2019 12:17:10 PM
Attachments:	ATT00001.htm scan0023.pdf ATT00002.htm

FYI

Begin forwarded message:

From: "Jackson, Jocelyne (MYR)" <jocelyne.jackson@sfgov.org>
Date: July 1, 2019 at 10:52:30 AM PDT
To: "Finkel, Jessica (MYR)" <jessica.finkel@sfgov.org>
Cc: "Calvillo, Angela (BOS)" <angela.calvillo@sfgov.org>
Subject: Courtesy Copy of Correspondence for MLB

Good Morning,
I forwarded a copy of this correspondence to Controller's office, and Clerk of BOS. I wanted to send you a copy as a courtesy copy for MLB. If you have any questions please contact me.
Thank you,

Jocelyne Jackson
Front Office Administrator
Office of the Mayor
City and County of San Francisco
(415) 554-6141
www.sfgov.org | Jocelyne.Jackson@sfgov.org

From: Groffenberger, Ashley (MYR)
To: Bruss, Andrea (MYR)
Cc: Kirkpatrick, Kelly (MYR)
Subject: MBO Job Posting
Date: Monday, July 01, 2019 10:46:54 AM
Attachments: Fiscal and Policy Analyst Announcement July 2019.docx

Hi Andrea – I remember you mentioned last week that you were meeting with someone about opportunities in the City. Wanted to share our budget analyst job description, should that be of interest!

Ashley Notini Groffenberger
Senior Fiscal and Policy Analyst
Mayor's Office of Public Policy and Finance
City and County of San Francisco
(415) 554-6511

From: McCaffrey, Edward (MYR)
To: Power, Andres (MYR); Bruss, Andrea (MYR)
Cc: Finkel, Jessica (MYR)
Subject: Memo -- 2019 State Budget Update
Date: Friday, June 28, 2019 6:45:48 PM
Attachments: 2019.6.28 Memo -- 2019 State Budget Update (June 2019).docx

Andres & Andrea,

Please find attached a memo that outlines an update on the Governor's budget that was signed yesterday. I understand that the Mayor may be out of the office, but still wanted to provide this to her as background.

Best,
Eddie

Edward McCaffrey
Manager, State and Federal Affairs
Office of Mayor London N. Breed
City and County of San Francisco

From: Bruss, Andrea (MYR)
To: Sun, Selina (MYR)
Cc: Philhour, Marian (MYR)
Subject: FW: July 17: CEO reception Salesforce Tower
Date: Friday, June 28, 2019 3:30:00 PM

Selina - See attached invite. I assume this is for the Mayor. I do not thin she needs to attend.

Andrea Bruss
Deputy Chief of Staff
Office of the Mayor
San Francisco, CA
(415) 554-5168

-----Original Message-----
From: George Jacob [mailto:george@bayecotarium.org]
Sent: Friday, June 28, 2019 3:29 PM
To: Bruss, Andrea (MYR) <andrea.bruss@sfgov.org>
Cc: Vicki De Witt <vicki@bayecotarium.org>
Subject: July 17: CEO reception Salesforce Tower

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

From: Bruss, Andrea (MYR)
To: [redacted]
Subject: RE: Accepted: Call w/ [redacted]
Date: Monday, July 01, 2019 11:41:00 AM

[redacted]

Apologies my meetings were very delayed last week. Do you have any availability tomorrow?

-----Original Message-----
From: [redacted]
Sent: Friday, June 28, 2019 2:09 PM
To: Bruss, Andrea (MYR) <andrea.bruss@sfgov.org>
Subject: Re: Accepted: Call w/ [redacted]

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

Hi Andrea,

I'm just confirming for the call today at 2PM Pacific Time. Please feel free to call me at [redacted]

Please let me know if another time works better.

Thank you,
[redacted]

--
Sent from my iPhone

> On Jun 25, 2019, at 12:15 AM, Bruss, Andrea (MYR) <andrea.bruss@sfgov.org> wrote:
>
> <mime-attachment.ics>

From: Bruss, Andrea (MYR)
To: [redacted]
Subject: RE: Call w/ [redacted]
Date: Monday, July 01, 2019 4:23:00 PM

How about 10:30 PST?

-----Original Message-----
From: [redacted]
Sent: Monday, July 01, 2019 12:36 PM
To: Bruss, Andrea (MYR) <andrea.bruss@sfgov.org>
Subject: Re: Call w/ [redacted]

No problem, my schedule is wide open tomorrow. I am available any time after 9am Pacific time Tuesday. Please let me know when works best for you.

Thanks,
[redacted]

On 7/1/19, 1:41 PM, "Bruss, Andrea (MYR)" <andrea.bruss@sfgov.org> wrote:

Sam -
Apologies my meetings were very delayed last week. Do you have any availability tomorrow?

-----Original Message-----
From: [redacted]
Sent: Friday, June 28, 2019 2:09 PM
To: Bruss, Andrea (MYR) <andrea.bruss@sfgov.org>
Subject: Re: Accepted: Call w/ [redacted]

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

Hi Andrea,

I'm just confirming for the call today at 2PM Pacific Time. Please feel free to call me at [redacted]

Please let me know if another time works better.

Thank you,
[redacted]

--
Sent from my iPhone

> On Jun 25, 2019, at 12:15 AM, Bruss, Andrea (MYR) <andrea.bruss@sfgov.org> wrote:
>
> <mime-attachment.ics>

From: Bruss, Andrea (MYR)
To: Groffenberger, Ashley (MYR)
Cc: Kirkpatrick, Kelly (MYR)
Subject: RE: MBO Job Posting
Date: Monday, July 01, 2019 1:22:00 PM

Thanks! Im talking to Sam tomorrow.

.....

Andrea Bruss
Deputy Chief of Staff
Office of the Mayor
San Francisco, CA
(415) 554-5168

From: Groffenberger, Ashley (MYR)
Sent: Monday, July 01, 2019 10:47 AM
To: Bruss, Andrea (MYR) <andrea.bruss@sfgov.org>
Cc: Kirkpatrick, Kelly (MYR) <kelly.kirkpatrick@sfgov.org>
Subject: MBO Job Posting

Hi Andrea – I remember you mentioned last week that you were meeting with someone about opportunities in the City. Wanted to share our budget analyst job description, should that be of interest!

Ashley Notini Groffenberger
Senior Fiscal and Policy Analyst
Mayor's Office of Public Policy and Finance
City and County of San Francisco
(415) 554-6511

From: Bruss, Andrea (MYR)
To: Kirkpatrick, Kelly (MYR); Torres, Joaquin (ECN)
Cc: Patil, Lillian (MYR); Lee, Mason (MYR); Lee, Judy (MYR)
Subject: RE: Proposal
Date: Monday, July 01, 2019 8:59:00 AM
Attachments: How to create a small business.pdf

I would say yes. Looping in Judy and Mason just in case they too hear from Hazel.

Andrea Bruss
Deputy Chief of Staff
Office of the Mayor
San Francisco, CA
(415) 554-5168

From: Kirkpatrick, Kelly (MYR)
Sent: Monday, July 01, 2019 8:58 AM
To: Torres, Joaquin (ECN) <joaquin.torres@sfgov.org>
Cc: Patil, Lillian (MYR) <lillian.patil@sfgov.org>; Bruss, Andrea (MYR) <andrea.bruss@sfgov.org>
Subject: FW: Proposal

Joaquin,

Attached is a grant request from Hazel Lee. Is it appropriate for me to direct her to someone (who on your team?) to learn about your grant cycle and funding opportunities that may align with her program on "how to create a small business?"

Thanks!
Kelly

Kelly Kirkpatrick | Budget Director
Office of Mayor London N. Breed
City & County of San Francisco | 415.554.6125

From: hazel [mailto:sfshanghaiassociation@gmail.com]
Sent: Saturday, June 29, 2019 7:57 AM
To: Kirkpatrick, Kelly (MYR) <kelly.kirkpatrick@sfgov.org>; Gallardo, Tracy (BOS) <tracy.gallardo@sfgov.org>; Walton, Shamann (BOS) <shamann.walton@sfgov.org>
Subject: Proposal

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

Dear Kelly Kirkpatrick, Supervisor Shamann Walton and Legislative Aide Tracy Gallardo,
Would you see the attachment?
Sincerely,
Hazel Lee
President of SF-Shanghai Association

Sent from Mail for Windows 10

Virus-free. www.avast.com

From: Bruss, Andrea (MYR)
To: McCaffrey, Edward (MYR)
Cc: Power, Andres (MYR); Finkel, Jessica (MYR)
Subject: Re: Memo -- 2019 State Budget Update
Date: Friday, June 28, 2019 7:02:23 PM

Thanks eddie - Jess let me know if you need me to upload in your absence

On Jun 28, 2019, at 6:45 PM, McCaffrey, Edward (MYR) <edward.mccaffrey@sfgov.org> wrote:

> Andres & Andrea,
>
> Please find attached a memo that outlines an update on the Governor's budget that was signed yesterday. I understand that the Mayor may be out of the office, but still wanted to provide this to her as background.
>
> Best,
> Eddie
>
> ---
>
> **Edward McCaffrey**
> Manager, State and Federal Affairs
> Office of Mayor London N. Breed
> City and County of San Francisco
>
> <2019.6.28__Memo -- 2019 State Budget Update (June 2019).docx>

Heckel, Hank (MYR)

From: Bruss, Andrea (MYR)
Sent: Tuesday, July 02, 2019 11:31 AM
To: Power, Andres (MYR)
Subject: FW: Thank you! + Resume
Attachments: [redacted]Resume.pdf

[redacted]s going to apply for the open budget office position, but you may want to also see if he is a good fit for your team. He comes recommended frim his time in the Controller's Office.

From: [redacted]
Sent: Tuesday, July 02, 2019 11:03 AM
To: Bruss, Andrea (MYR) <andrea.bruss@sfgov.org>
Subject: Thank you! + Resume

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

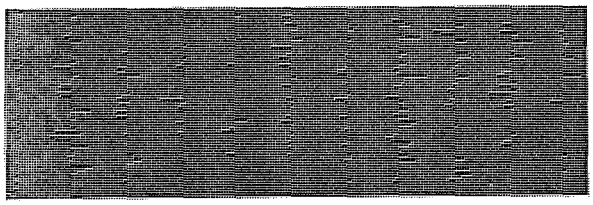
Andrea,

Thank you very much for taking the time to chat and offering to forward my resume to folks. Please see my attached resume.

Please let me know if there is anything else I can provide.

Best,

[redacted]



[X-4]

Philhour, Marjan (MYR)

From: Philhour, Marjan (MYR)
Sent: Monday, July 01, 2019 1:32 PM
To: Alfonso S. Perez, Jr.; Philhour Marjan (MYR)
Cc: Marcaida, Michelle (MYR); Fay, Abigail (MYR); Sun, Selina (MYR); Wu, Kelvin (ADM); scheduling, Mayor's (MYR)
Subject: RE: Request for support for 26th Annual Pistahan Parade and Festival (Aug 10-11, 2019)

Thank you Al – do you have a preferred date for the reception so we can confirm?

Also, we can do the proclamation, certificates, and welcome letter - I am including Abby on this email as she will facilitate.

Selina Sun, our scheduling director, will be able to confirm the Mayor's timing for the Parade. We are honored with your invitation for her to participate as Grand Marshal!

From: Alfonso S. Perez, Jr. [mailto[redacted]
Sent: Wednesday, June 26, 2019 9:32 AM
To: Philhour, Marjan (MYR) <marjan.philhour@sfgov.org>; Philhour Marjan (MYR)[redacted]
Cc: Marcaida, Michelle (MYR) <michelle.marcaida@sfgov.org>
Subject: Request for support for 26th Annual Pistahan Parade and Festival (Aug 10-11, 2019)

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

Good morning Marjan!

It was great catching up with you last week. Thank you for taking the time to meet with me. I truly appreciate it.

I would like to follow up with my requests for this year's 26th Annual Pistahan Parade and Festival. See list below:

(1) PISTAHAN COMMUNITY KICKOFF at CITY HALL, ROOM 201	This is our annual **Community Kickoff Reception** to get the community excited and engaged about the Festival. I would like to request to have this Kickoff Reception at City Hall, Room 201 We usually host this one month away from the Pistahan weekend, so here are some possible dates: THU, July 11, 5:30pm - 7:30pm WED, July 17, 5:30pm - 7:30pm WHU, July 19, 5:30pm - 7:30pm
(2) MAYOR BREED PARTICIPATION AT PISTAHAN PARADE AS "PARADE GRAND MARSHAL"	We would be so honored if Mayor-Elect Breed can join the Pistahan Parade on SAT, AUG 10 at 11am, as our **PARADE GRAND MARSHAL.** Ride a convertible car along Market St, from Civic Center to 4th St. Parade disembarks at 4th and Mission, in front of the Metreon. » 9:00 AM – Call time for Parade contingents » 10:00 AM – Parade on SAT, AUG 10, Opening Ceremonies and Ribbon

1

	Cutting Ceremony at Fulton St at Civic Center (next to Asian Art Museum). » 11:00 AM – Parade starts
(3) MAYOR BREED ATTENDANCE AT PISTAHAN FESTIVAL	We would like to formally request Mayor-Elect London Breed to **attend the Pistahan**— » Festival at Yerba Bueana Gardens on SUN, AUG 11, 2:00pm - 3:00pm to give welcome remarks and present a Proclamation.
(4) PROCLAMATION	We would like to request for Mayor-Elect Breed to present a **Proclamation** for the Pisthan Weekend, for our 26th Anniversary. (Due: Friday, August 9) Here is previous year's PROC: PROCLAMATION: WHEREAS, Filipino American Arts Exposition (FAAE) is a grassroots, nonprofit organization that heightens the Bay Area's awareness of historical and contemporary Filipino and Filipino American accomplishments and struggles; and WHEREAS, FAAE engages the public by organizing cultural events throughout the year, including the Annual Pistahan Parade and Festival to honor Filipino Americans and expose the San Francisco Bay Area to Filipino music, art, dance, cuisine and film; and WHEREAS, for over two decades, the City of San Francisco has hosted the Pistahan Parade, the only Filipino American parade on the West Coast; and WHEREAS, the 24th Annual Pistahan Parade and Festival at Yerba Buena Gardens is a celebration of the cultural vibrancy and historic contributions of the Filipino American communities in San Francisco and across the nation; and WHEREAS, the Pistahan Parade and Festival is not just a two-day event; it is the culmination of a year-long effort to celebrate and promote Filipino cultural awareness, led by Al Perez, the FAAE Board of Directors and many essential community partners and volunteers; and WHEREAS, this year's theme is "Pride and Progress in the SOMA Pilipinas" to celebrate the one-year anniversary of the creation of SOMA Pilipinas: Filipino cultural heritage district; now THEREFORE BE IT RESOLVED, that I, Edwin M. Lee, Mayor of the City and County of San Francisco, do hereby proclaim August 12-13, 2017 as... PISTAHAN PARADE AND FESTIVAL WEEKEND in San Francisco!
(5) CERTIFICATES OF HONOR	We would like to request some Certificates of Honor for our Festival dignitaries: a. Hermana Mayor – TBD b. Hermano Mayor – TBD c. Parade Community Grand Marshal #1 – TBD d. Parade Community Grand Marshal #2 – TBD e. Parade Celebrity Grand Marshal #1 – TBD

	f. Parade Celebrity Grand Marshal #2 – TBD g. Pistahan Headline Artist from Manila #1 – Billy Crawford h. Pistahan Headline Artist from Manila #2 – Morisette Amon i. Pistahan Guest Artist from Manila #3 – Ian Lucero (Due: Friday, August 10) Here are sample text from previous year's CERTS: CERTIFICATE OF HONOR Presented to < FIRSTNAME LASTNAME > August 12, 2017 WHEREAS, on behalf of the City and County of San Francisco, I am pleased to recognize and honor < FirstName LastName >, for your commitment and dedication to the success of the 24th Annual Pistahan Parade and Festival. Your efforts and outstanding service for this occasion are commendable and are a significant contribution to the vitality of San Francisco. I wish you the best of luck and success in all of your future endeavors! THEREFORE, I have herunto set my hand and caused the Seal of the City and County of San Francisco to be affixed.
(6) WELCOME LETTER	And finally, we would like to request a **Welcome Letter** from Mayor-Elect Breed which will be included in the Expo Magazine, the official publication of the Pistahan Parade and Festival. Our theme this year is: "Crossing Barriers & Bridging Cultures". Friday, July 19 or sooner, in time for our press deadline.

Thank you in advance for your support for this year's Pistahan. Looking forward to hearing from you soon.

All my best,
AL

. . . . . .

AL PEREZ
President, FAAE / Pistahan Parade and Festival
Commissioner, San Francisco Entertainment Commission
Board Member, Grand National Rodeo Cow Palace Fair
Board Member, Bataan Legacy Historical Society
Board Member, San Francisco Filipino Cultural Center
Board Member, Filipino Food Movement
415. 987. 9170
[redacted]

Philhour, Marjan (MYR)

From: Philhour, Marjan (MYR)
Sent: Friday, June 28, 2019 8:39 PM
To: Karunaratne, Kanishka (MYR)
Subject: Fwd: Seeking Appointment to a Commission
Attachments: JNovero_Resume2018.pdf

Get Outlook for iOS

From: Rudy Asercion [redacted]
Sent: Thursday, February 14, 2019 12:04:32 PM
To: Marjan Philhour; Philhour, Marjan (MYR)
Cc: Ester Aure-Novero
Subject: Seeking Appointment to a Commission

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

Dear Marjan,

Attached is the resume of Jessette Novero, the person I spoke to you about who wants to get involved in Mayor London Breeds administration.

Jessete is the owner of Aloha Warehouse in Japan Town.

I hope you can be of help in her wish to be of service to our City.

Best regards as always,

Rudy Asercion
[redacted]

Philhour, Marjan (MYR)

From: Philhour, Marjan (MYR)
Sent: Thursday, June 27, 2019 6:41 PM
To: Lloyd, Kayleigh (DPW); Zuniga, Sandra (DPW); Cassiol, Jimmer (DPW)
Subject: Re: DRAFT - email invite for Reception

Thank you Sandra for drafting and Kayleigh for your edits.

Instead of saying she would like to invite you, please say "we hope you will be able to join us for -"

The reason I say this is that although the mayor intends to attend, should that not occur it is better for us to say this is a casual gathering in the mayors office.

This one should come from Sandra.

Get Outlook for iOS

From: Lloyd, Kayleigh (DPW) <kayleigh.lloyd@sfgov.org>
Sent: Thursday, June 27, 2019 6:26 PM
To: Zuniga, Sandra (DPW); Cassiol, Jimmer (DPW)
Cc: Philhour, Marjan (MYR)
Subject: RE: DRAFT - email invite for Reception

Suggested edits:

First, do you want to do a mail merge if we want and have it say "Dear {first_name}, etc etc"? Jimmer and I can both do this if you'd like. NBD if not!

Second, do you want to include a "P.S. if you would like to join Mayor Breed for the Parade and haven't yet RSVP'd please do so here"?

Third, some suggested revisions to the email:

Dear Friends:

Mayor Breed is looking forward to participating in San Francisco's 49th Annual Pride Parade this Sunday, June 30. She would like to invite you to a small reception in her office following the parade. Please RSVP by filling out this form no later than 8:00 am on Saturday, June 29.

Prior to Sunday morning, I will send an email confirming your attendance with instructions for entry to City Hall. *Please note: due to the heightened security for both the parade and City Hall no one will be admitted without an RSVP confirmation. There are no exceptions.*

Thank you and I hope you can join Mayor Breed on Sunday!

Sincerely,
Sandra Zuniga
Mayor's Neighborhood Services Director
Office of London N. Breed
Sandra.Zuniga@sfgov.org

Lastly, same email from MLB if she'd rather it be a "personal" invite:

Dear Friends:

I am looking forward to participating in San Francisco's 49th Annual Pride Parade this Sunday, June 30 and hope to see you there! After the parade, I will be hosting a small reception in my office and would like to invite you to join me. Please RSVP by filling out this form no later than 8:00 am on Saturday, June 29.

Prior to Sunday morning, my staff will send an email confirming your attendance with instructions for entry to City Hall. *Please note: due to the heightened security for both the parade and City Hall no one will be admitted without an RSVP confirmation. There are no exceptions.*

Thank you and I hope to celebrate with you Sunday!

Sincerely,
London N. Breed
Mayor

From: Zuniga, Sandra (DPW)

Sent: Thursday, June 27, 2019 4:46 PM

To: Lloyd, Kayleigh (DPW) <kayleigh.lloyd@sfgov.org>; Cassiol, Jimmer (DPW) <Jimmer.Cassiol@sfdpw.org>

Cc: Philhour, Marjan (MYR) <marjan.philhour@sfgov.org>

Subject: DRAFT - email invite for Reception

Dear Friends:

San Francisco's 49th Annual Pride Parade is this Sunday, June 30th 2019. Following her participation in the parade, Mayor Breed will host a small reception in room 200 of City Hall. If you are able to attend, please RSVP by entering your information into this google form: https://docs.google.com/forms/d/14mORNGULf8Z62CjJw5eY-4qfJD4tl6fHyAyTeLs1THs/edit by8am on Saturday, June 29th.

An email confirming your reservation will be sent by me with further instructions for entry into City Hall, as security will be firm for both the parade and City Hall events.

As always, thank you for your time.

Sincerely,

Sandra Zuniga

Mayor's Neighborhood Services Director

Office of London N. Breed

Sandra.Zuniga@sfgov.org

Philhour, Marjan (MYR)

From: Philhour, Marjan (MYR)
Sent: Thursday, June 27, 2019 1:05 PM
To: Zuniga, Sandra (DPW); Farley, Clair (ADM)
Cc: Sun, Selina (MYR); Bruss, Andrea (MYR)
Subject: Re: Media Release: Protest Saturday Pink Triangle Commemoration Ceremony

Thank you Will do

Get Outlook for iOS

From: Zuniga, Sandra (DPW)
Sent: Wednesday, June 26, 2019 2:43:14 PM
To: Farley, Clair (ADM)
Cc: Sun, Selina (MYR); Philhour, Marjan (MYR); Bruss, Andrea (MYR)
Subject: RE: Media Release: Protest Saturday Pink Triangle Commemoration Ceremony

Hi Claire:

Yes, thank you.

-Sandra

From: Farley, Clair (ADM) <clair.farley@sfgov.org>
Sent: Wednesday, June 26, 2019 2:35 PM
To: Zuniga, Sandra (DPW) <sandra.zuniga@sfgov.org>
Cc: Sun, Selina (MYR) <selina.sun@sfgov.org>; Philhour, Marjan (MYR) <marjan.philhour@sfgov.org>; Bruss, Andrea (MYR) <andrea.bruss@sfgov.org>
Subject: Re: Media Release: Protest Saturday Pink Triangle Commemoration Ceremony

Thanks for the heads up, I am glad the Mayor will be speaking prior.
I don't anticipate a large crowd for this protest, although can you or Marjan flag it with the Mayor.

Thanks,

Clair

Clair Farley (she, her, they)
Senior Advisor to the Mayor
Executive Director
Office of Transgender Initiatives
City and County of San Francisco
1800 Market Street, Ste. 100
San Francisco, CA
Clair.Farley@sfgov.org
415-671-3071

Follow us Twitter and Facebook @TransCitySF

From: Zuniga, Sandra (DPW)
Sent: Wednesday, June 26, 2019 1:01:37 PM
To: Farley, Clair (ADM)
Cc: Sun, Selina (MYR); Philhour, Marjan (MYR); Bruss, Andrea (MYR)
Subject: FW: Media Release: Protest Saturday Pink Triangle Commemoration Ceremony

Hi Clair:

I know we are staffing this together, so just wanted to make you aware.

Thank you,
Sandra

From: George Davis [mailto:[redacted]
Sent: Wednesday, June 26, 2019 10:46 AM
To: Breed, Mayor London (MYR) <mayorlondonbreed@sfgov.org>
Subject: Media Release: Protest Saturday Pink Triangle Commemoration Ceremony

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

Media Release:
Protest against the hypocritical presence of Scott Wiener at the Pink Triangle Commemoration Ceremony, 10:30 am, Saturday, June 29, 2019, Twin Peaks

Scott Wiener once predicted that with all the legislative efforts he has been involved with through the years, all he will be remembered for is the San Francisco Nudity Ban Ordinance. This protest is to bring up why Scott Wiener is right and deserves to be remembered for the Nudity Ban.

The Bare Body Freedom/Urban Nudist movements hold that the human body and all body parts are normal and natural. The movements lead to more reality based thinking and reality. These are non-violent, artistic, political, cultural movements with a positive social mental health outcome. Everyone has one less thing to worry or be upset about. For the very few that are uptight and distressed by a clothing optional world, public nudity gives them a cure and a road to better mental health recovery. People have a right to chose to wear or not wear what they want either for comfort or a fashion statement. Public nudity was a legal in San Francisco for decades until Scott Wiener accepted leadership responsibility to push through a Nudity Ban Ordinance that only passed on a 6 to 5 Board of Supervisors vote in 2012.

Aside from local nudists, many non-nudist practicing civil libertarians and members of the Gay community warned Scott Wiener in 2012 not to proceed with a Nudity Ban Ordinance. I would estimate more than half of San Francisco Urban Nudists are Gay. Most Gays are way more sensitive to concepts of freedom of individual belief and natural freedom of expression and police/legislative prohibitions on civil liberty themes than most members of society. Aren't the rights of Gays and other minorities to exist what the Pink Triangle Commemoration Ceremony is all about? Yet, with all these warnings, Scott Wiener chose to suppress a

legitimate cultural movement via suppression of Civil Liberties. Isn't it a little hypocritical and phoney for Scott Wiener to be present at the Twin Peaks Ceremony?

Since the Pink Triangle Ceremony speaks on Nazi oppression, let's bring up an inconvenient truth. The Goring Decree of March 3, 1933 (about a week after the Reichstag Fire when Hitler seized total dictatorial control of Germany) called for "all police authorities that, in support of the spiritual powers developed through the national movement, they take all police measures to destroy the so-called nude culture." In 1932, 4 million out of 85 million Germans were members of nudists clubs and organizations. The Nudity Ban Goring Decree was dated well before the Nazis got around to giving special badges to and liquidating homosexuals, Jews, Gypsies, disabled, criminals, and commies.

FYI: to any that question whether there is a clothing optional art and political movement. A Bare Body Freedom activist friend of mine; singer/songwriter Ton Dou (poet-speak for Anthony Douglas) from Las Vegas is running for 2020 President of the United States as an independent. Because of the Nudity Ban Ordinance, he is disinclined to campaign in San Francisco. He considers New York City which recognizes public nudity as a right for "theatrical, artistic, and political expression" as a real world class intellectual center and the Art Capital of the World. Spencer Tunnick, noted group nudist photographer (19,000 nudes in the Zocolo in Mexico City) very recently held a nudist anti-censorship protest in front of FaceBook Headquarters in NYC. Next to police intimidation, the biggest hurdle for acceptance of Bare Body Freedom/Urban Nudism is media censorship of nude images. Arguably, more effective Bare Body Freedom/Urban Nudism activism is happening in NYC, not here in SF. This NYC cultural supremacy over SF has happened before. In the world of Gay Liberation, SF may have predated NYC with the Compton Cafeteria Riot, but it took Stonewall to make a lasting impact. For the 2nd year, Ton Dou is holding "The Ultimate Freedom Concert" outdoors, totally nude in Duffy Square, heart of Times Square in New York City on Sunday, September 1, 2019 (the day before Labor Day). All are invited to observe and listen or, for a modest fee, to participate.

As a related and unrelated aside to this media release, a lot of people tell me Public Nudity is fine with them but "What about the children?" There have been numerous easily Google-able studies both in America and Europe by psychologists, sociologists, and academics on children being around nudity. All the studies show. Repeat, no exceptions, **all** the studies show the intuitive conclusion that children are not harmed by the sight of naked bodies. In fact, the studies show children have a better and more realistic concepts of their body and bodies of others and are better mentally adjusted than children raised to believe the nude human body and certain body parts are abnormal or shameful. Bare Body Freedom/Urban Nudism proves to be a movement toward positive mental health realism.

So, let's give Scott Wiener the remembrance he deserves.

George Davis
[redacted]

Sent from Mail for Windows 10

Philhour, Marjan (MYR)

From: Philhour, Marjan (MYR)
Sent: Thursday, June 27, 2019 12:37 PM
To: Zuniga, Sandra (DPW); Bruss, Andrea (MYR)
Subject: Re: Follow up with Laurel Muniz

Thank you

Get Outlook for iOS

From: Zuniga, Sandra (DPW)
Sent: Thursday, June 27, 2019 11:36:22 AM
To: Bruss, Andrea (MYR); Philhour, Marjan (MYR)
Subject: FW: Follow up with Laurel Muniz

FYI, my communication with Emma regarding constituent concerns.

From: Zuniga, Sandra (DPW)
Sent: Thursday, June 27, 2019 11:36 AM
To: Heiken, Emma (MYR) <emma.heiken@sfgov.org>
Subject: Follow up with Laurel Muniz
Importance: High

Hi Emma:

I highlighted and bolded my instructions for you regarding Laurel Muniz's request. I usually never send people to coordinate with city departments directly unless the city departments ask me too. I agree that having three districts may be a lot, but these issues brought up by Laurel are the exact types of concerns MONS should be following up on. Mayor Breed expects us to provide this service to residents, let me know if you have any questions.

Thank you,
Sandra

Here's a list of a few things that need immediate attention:

Virginia Street (one of a few main entrances into Bernal)

1) Zero Block--West side of street has street sweeping every Friday but it is constantly filled

with litter. Part of the problem is that Safeway and a main transit corridor are adjacent to this block. We really need someone to sweep that area everyday. We have street sweeping (manual and mechanical) on Cortland but no attention is paid to the zero block of Virginia.

Sandra's instruction:

Please reach out to Sean Lange (sean.lange@sfpdw.org) at the Department of Public Works. Sean normally doesn't get emails from the public and we shouldn't probably send the public to him directly.

2) Trees on the 100 and 300 block need to be trimmed. The trees are so overgrown that when walking at night the sidewalk lighting becomes nonexistent. Depending on the size and age of the trees, this may be DPW or Friends of the Urban Forest. Please reach out to Nancy Sarieh (nancy.sarieh@sfdpw.org) at DPW and/or treecare@fuf.net.

Sandra's instruction:

Look at the tree pruning schedule on public works website

Mission Street Intersection (west side at Safeway north entrance)

1) This intersection suffers from sinkholes/pot holes that have been filled over and over again. An engineer needs to come out to the street and create a work order to get the job done right. Buses use this lane and we need the street to be safe. It sounds like this is an issue that needs to be escalated beyond the normal 311 system for potholes. I encourage you to reach out to Rachel Gordon (rachel.gordon@sfdpw.org) at DPW about the issue. Sending photos may provide useful as well.

Sandra's instruction:

Emma – you should take photos

Safeway Sidewalk Parking Lot Entrance (northside on Mission Street)

1) Safeway needs to be put on notice to fix the large cracks in the sidewalk. They are of the

mind that the sidewalk is not their problem. Have you already reported this issue via the 311 app? It is useful for the 311 department if you also include a photo of the issue so that they know exactly the area that you are referring to. If you have already tried this method with no results, I would reach out to Rachel Gordon with this issue as well.

Sandra's instruction:

Emma – you should take photos and upload them to 311 OR, take photos and email them to Jessica.salamy@sfdpw.org

29th Street between Mission and Tiffany (north side)

1) There is a public bike parking pod and a huge Ford bike parking pod. This would be fine

if there wasn't a UPS store and a Post Office. Daily UPS and USPS double park

because they are unable to park to drop off and pick up packages and mail. Recently,

the city installed a much needed crosswalk at the corner of Tiffany so now when the

trucks double park cars that maneuver around the trucks put pedestrians at risk. There is

a Ford bike parking pod on 30th where they should be as it is a transit hub. To ensure

the safety of pedestrians we need to move the Ford bike parking pod to a safer location

so that UPS and USPS have a safe location to load and unload. MTA should be more

mindful of pedestrians when permitting these huge bike parking pods/stations. This issue touches a few different departments, and even some private industry. I would start by reaching out to Janet Martinsen (Janet.Martinsen@sfmta.com) at SFMTA who handles escalated issues such as this one.

Sandra's instruction:

Emma – you should talk with JOEL RAMOS at SFMTA and probably schedule a site visit with him.

It would be great if we could get an update on the SRO at 29th and Mission which was

damaged in the fire on Mission Street. The last we heard the building was going to be repaired

and a restaurant was going to be established in the location of the 3300 Club. Please check with

DBI and Planning to see what is stalling the project. The building is an eyesore and of course

the loss of housing is of great concern. I see that there was a (somewhat) recently submitted Planning Application for this space submitted to the Planning Department. The planner assigned to this application is Natalia Kwiatkowska (natalia.kwiatkowska@sfgov.org) . Please reach out to her for more information on the lot and the proposed plan.

Sandra's instruction:

Emma – you should reach out to Natalia for Laurel.

I will follow-up with you on June 25th at Progressive Grounds.

Laurel Muniz

[redacted]

From: Laurel Muniz [redacted]
Sent: Monday, June 03, 2019 6:03 PM
To: Heiken, Emma (MYR) <emma.heiken@sfgov.org>
Subject: Fwd: MONS

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

Emma,

Here it is. If you have questions please feel free to email, text or call me

See below

Sent from my iPhone

Begin forwarded message:

From: Laurel Muniz [redacted]
Date: June 3, 2019 at 12:37:33 PM PDT
To: Laurel Muniz [redacted]
Subject: MONS

Philhour, Marjan (MYR)

From: Philhour, Marjan (MYR)
Sent: Wednesday, June 26, 2019 7:20 PM
To: Marjan Philhour
Subject: Fwd: RSVPs by last name
Attachments: Pride RSVPs 6.26 642 pm.xlsx

Get Outlook for iOS

From: Lloyd, Kayleigh (DPW)
Sent: Wednesday, June 26, 2019 7:19:06 PM
To: Philhour, Marjan (MYR); Zuniga, Sandra (DPW)
Subject: RE: RSVPs by last name

Updated formatting.

From: Lloyd, Kayleigh (DPW)
Sent: Wednesday, June 26, 2019 6:51 PM
To: Philhour, Marjan (MYR) <marjan.philhour@sfgov.org>; Zuniga, Sandra (DPW) <sandra.zuniga@sfgov.org>
Subject: RSVPs by last name

Hey Marjan and Sandra – here is the latest cut of RSVPs. Please note Facebook is out of date and will need to be reviewed again tomorrow. I can filter that list down and just include people who were not on this list.

The attached spreadsheet has RSVPs cut four ways:

1) All Yes RSVPs (anyone who RSVP'd yes via Facebook as of yesterday morning or via the link as of 30 minutes ago) sorted by last name.
2) All Maybe RSVPs (anyone who RSVP'd maybe via Facebook as of yesterday morning) sorted by last name.
3) Detected commissioners – I ran our RSVP list against a list of known commissioners. I don't expect this captured everyone or is perfect, but it should be a good start.
4) Detected Department Heads/Directors – I ran our RSVP list against the Mayor's Department Head email list serv. Again, I don't expect it is perfect, but is a good start. I also included anyone who emailed me to confirm they'll be attending or who verbally told me they were attending. *If there is anyone you expect to see here and don't please let me know ASAP so I can follow up with their assistants.*

I'm going to be available most of the evening so please call/text if you want to discuss or have feedback that's time sensitive. I'll run the RSVPs again tomorrow.

Philhour, Marjan (MYR)

From: Philhour, Marjan (MYR)
Sent: Wednesday, June 26, 2019 11:57 AM
To: Heiken, Emma (MYR)
Cc: Lynch, Andy (MYR); Cretan, Jeff (MYR)
Subject: Re: Your LinkedIn Headshots are Ready

Thank you

Get Outlook for iOS

From: Heiken, Emma (MYR)
Sent: Wednesday, June 26, 2019 11:56:49 AM
To: Philhour, Marjan (MYR)
Cc: Lynch, Andy (MYR); Cretan, Jeff (MYR)
Subject: FW: Your LinkedIn Headshots are Ready

Hello!

This is the photo MLB took at the headshot booth at the Women's Summit, if it is of interest to you!

Best,

Emma Heiken

Neighborhood Services Liaison
Mayor's Office of Neighborhood Services
Office of Mayor London N. Breed
City and County of San Francisco
emma.heiken@sfgov.org
(415) 554-5977

From: Kam Zee [redacted]
Sent: Wednesday, June 26, 2019 11:38 AM
To: Heiken, Emma (MYR) <emma.heiken@sfgov.org>
Subject: Your LinkedIn Headshots are Ready

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

Thank you for stopping by the LinkedIn photo booth at the Be Invincible event last week! To follow-up, here are your headshots from the event.

Now that you have your beautiful pictures, use it! Here are some tips on how to upload your new headshot to your LinkedIn profile:

1. *Click on your profile picture in LinkedIn*
2. *On the Add Photo pop-up, upload your photo*
3. *Edit your photo (as needed)*
4. *Then save the photo to be updated on your profile*

Also, share you photos and experience on LinkedIn using the hashtags #linkedinryp #linkedin #rockyourprofile #inittogether

And if you happen to be looking for a photographer for your next event, keep me mind!

Cheers,

Kamran Zohoori
www.Picture2000.com
408-220-4567



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Philhour, Marjan (MYR)

From:	Cohen, Martha (ADM)
Sent:	Monday, July 01, 2019 5:55 PM
To:	Mannix, Ann (POL); Redmond, Michael (POL); Perea, Daniel (POL); Fong, Daryl (POL); Ewins, Teresa (MTA); Yep, Paul (POL); Knight, Laura (POL); Moore, Tobius (POL); Fambrini, Matthew (POL); McDonnell, Dion (POL); Jaimerena, John (POL); Chapman, Nick (MTA); Smith, Curtis (MTA); Lee, James (MTA); Borthne, Debbi (MTA); McCormick, Shawn (MTA); Ketcham, Dana (REC); Bogetz, Shauna (REC); Santiago, Marcus (REC); Bobba, Naveena (DPH); Lau, Peter (DPW); Smith, Tom (DPW); Gordon, Rachel (DPW); Forbes, Elaine (PRT); Reilly, Joseph (PRT); Carter, Tom (PRT); Irma Hernandez; Kathy Paver; Freeman, Matthew (SHF); Miyamoto, Paul (SHF); Carroll, Maryellen (DEM); Wyrsch, Victor (FIR); Velo, Jose (FIR); DeCossio, Dan (FIR); Rivera, Anthony (FIR); Cochrane, Michael (FIR); Tong, Sandra (FIR); Scanlon, Olivia (FIR); Stark, Judy (San Francisco); Randall Scott; Martin, Luke (POL); Hagan, Frank (POL); Lazar, David (POL); Rude, Gretchen (MTA); Forrester, Houston (MTA); Luna, Maria (DEM); Chapman, Brandon (PRT); Raphael, Craig (MTA); Quezada, Randolph (PRT); noemi_robinson@nps.gov; DuBois, Anthony; Ebarle, David (DPH); Tse, Mary (FIR); Cofflin, Ken (FIR)
Cc:	Nuru, Mohammed (DPW); Stringer, Larry (DPW); Quesada, Amy (PRT); Nicholson, Jeanine (FIR); Ludwig, Theresa (FIR); Scott, William (POL); Carr, Rowena (POL); Moser, Bob (POL); Kelly, Naomi (ADM); Bukowski, Kenneth (ADM); Johnston, Jennifer (ADM); Elsbernd, Sean (MYR); Bruss, Andrea (MYR); Philhour, Marjan (MYR); Erick Lee; Tim Desmond; Tom Shea; Becca Bliss; Hervey, Myisha (DPW); Jeff Thomas; Cretan, Jeff (MYR); Sandee Lyall; Todd Fitch; wes@soundonstage.com; Hansen, Matt (ADM); Hennessy, Vicki (SHF); hatem@admiralss.com; mohamed@admiralss.com; Quetone, Tal (ADM); Joe D'Alessandro; Travis Ervin; Jessica Sharp; Nicole Padua; Fay, Abigail (MYR); Finkel, Jessica (MYR); Andrew Dorland; Lysa Lewin; Laurie Armstrong Gossy; Barnes, Bill (ADM); Torres, Joaquin (ECN); Tuimavave, Maina (POL)
Subject:	CCSF July 4, 2019 Waterfront Celebration
Attachments:	4th of July 2019 City Of San Francisco 6.27v2 Overview.pdf; 2019 - 4th of July Waterfront Celebration - Production Schedule.pdf; 2019 - 4th of July Waterfront Celebration - Contacts List.pdf

Hi everyone,
The CCSF will hold its annual Independence Day Waterfront Celebration on Thursday, July 4, 2019.

Attached, please find the following documents:
Site plans for the Fisherman's Wharf, Upper Fort Mason and the section of Jefferson Street, west of Hyde Street
Production Schedule for the period Monday, July 1, 2019 through Friday, July 5, 2019
Vendor contact sheet

I am working with Hartmann Studios to produce the CCSF's July 4th Waterfront Celebration.
Admiral Security Services will provide the private security coverage.
I have contracted with AMR to provide the EMS coverage for the Aquatic Park/Fisherman's Wharf area.

There is (1) performance stage; it is located on Jefferson Street, just west of Hyde Street, in Aquatic Park.
The stage goes live at 2 PM on Thursday, July 4, 2019.

The performance schedule is as follows:
2:00 PM – Aquatic Park
DJ Consuelo

6:00 PM – Aquatic Park
Fleetwood Macrame – A Fleetwood Mac tribute band

7:45 PM – Aquatic Park
Pop Rocks – Bay Area Dance Party Band

9:30 PM – Aquatic Park & Pier 39
Fireworks Display

As I have done in years past, I am providing production inventory and janitorial service in the Upper Fort Mason area.

Both Aquatic Park and Upper Fort Mason are under the jurisdiction of the NPS.
I have pulled the required Special Use permit from the NPS.

Please note: there are NO permitted food, beverage or trinket vendors associated with the CCSF's July 4th Waterfront Celebration in the Fisherman's Wharf area.

With the assistance of Nick Chapman, SFMTA, I have applied, through the MTA's ISCOTT process, for temporary street closures in the Fisherman's Wharf area.
Please note: the closure of any streets, other than Jefferson, west of Hyde and Van Ness, between Northpoint and the Muni Pier, will be due solely to pedestrian traffic; absolutely no production inventory will be placed in/on the streets.

Pyro Spectaculars, led by Jeff Thomas, will produce the July 4th fireworks display for the CCSF.
The fireworks display will begin at 9:30 PM; it will last approximately 18 minutes.
The pyro will be fired from barges staged in (2) locations on the Bay; just north of the Muni Pier (the Pier forms the west edge of Aquatic Park) and just north of Pier 39.
The pyro will be loaded onto the Westar Marine barges at Pier 50.

With the assistance of Sound on Stage (SOS), we will place sound towers in the Aquatic Park area and along Jefferson Street in the Wharf.
The towers allow us to broadcast the soundtrack that accompanies the fireworks display.
Please note: the sound/music from the stage in Aquatic Park is broadcasted only in the Aquatic Park area; we do not broadcast the stage performances along Jefferson Street.

Thank you in advance for all of your hard work that makes the CCSF's July 4th Celebration possible.
I hope you and your families have a safe and enjoyable holiday.
If you have any questions, please do not hesitate to contact me.
Martha

Martha Cohen
Office of the Mayor
Director, Special Events

Work 415-554-6487
Cell [redacted]

Philhour, Marjan (MYR)

Subject:	Canceled: Weekly Scheduling Meeting
Location:	City Hall, Room 200, Sean's Office
Start:	Thu 7/11/2019 9:30 AM
End:	Thu 7/11/2019 10:00 AM
Show Time As:	Free
Recurrence:	Weekly
Recurrence Pattern:	every Thursday from 9:30 AM to 10:00 AM
Meeting Status:	Not yet responded
Organizer:	Elsbernd, Sean (MYR)
Required Attendees:	Cretan, Jeff (MYR); Philhour, Marjan (MYR); Bruss, Andrea (MYR); Mullan, Andrew (MYR); Sun, Selina (MYR)
Optional Attendees:	MYR_Purge_andrew.mullan_06052019
Importance:	High

Sean will be out of the office.

Philhour, Marjan (MYR)

From:	Andraychak, Michael (POL)
Sent:	Monday, July 01, 2019 3:17 PM
Subject:	SFPD Media Advisory
Attachments:	040-19 Pride Patch Check Presentation.pdf
Categories:	Updates

July 1, 2019
040-19

SFPD Pride Patch Project Raises Nearly $15,000 for Charity

On Tuesday, July 2, 2019 the San Francisco Police Department, in partnership with the San Francisco Police Officers Pride Alliance, will present a check to Larkin Street Youth services (larkinstreetyouth.org

Larkin Street Youth Services

larkinstreetyouth.org

Double Your Impact LinkedIn will match all gifts to Larkin Street this month, up to $50,000! In celebration of our 35th anniversary, we're asking you to pledge $35 a month, which can provide the school supplies a student needs to excel.

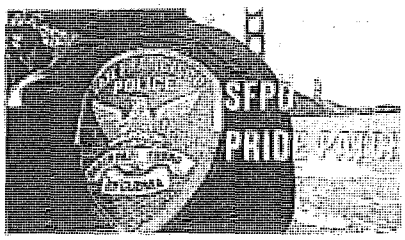
), a non-profit organization that provides services to homeless youth in San Francisco, many of which are LGBTQ.

The funds were raised through the sale of specially designed rainbow-colored SFPD Pride Patches, shirts and lapel pins. During the month of June, which is Pride Month, sworn SFPD members were allowed to wear the rainbow patches on their uniforms. Civilian SFPD members were allowed to wear SFPD pride shirts and lapel pins.

This project, organized by the SFPO Pride Alliance and unanimously approved by the San Francisco Police Commission, was developed to show support for San Francisco LGBTQ communities and highlight the inclusiveness of SFPD. Department members hope to encourage positive conversations and inspire other law enforcement agencies partner with local charities that support LGBTQ communities.

The presentation of the check will take place **11:00AM Tuesday at SFPD Headquarters (1245 3rd Street)**. SFPD's special Pride SUV will be also be available for photo opportunities.

Pictures of SFPD officers sporting Pride Patches and the Pride SUV can be viewed in a social media video (vimeo.com/339595642



SFPD Pride Patch

vimeo.com

#SFPD is celebrating Pride Month in June by sporting new Pride Patches. We're the first law enforcement agency in the nation to do so. Funds raised by donations for the patches will support Larkin Street Youth Services. Larkin Street does tremendous work to improve the lives of thousands of homeless youth. We also want to highlight our pride in ...

) created to highlight the project.

###

Michael Andraychak #457
Sergeant of Police
Officer in Charge - Media Relations Unit
San Francisco Police Department
1245 - 3rd Street, 6th Floor
San Francisco, CA 94158
(415) 837-7395
Regular Days Off: Fri, Sat, Sun

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Philhour, Marjan (MYR)

From:	Alfonso S. Perez, Jr. [redacted]
Sent:	Monday, July 01, 2019 3:08 PM
To:	Marcaida, Michelle (MYR)
Cc:	Fay, Abigail (MYR); Sun, Selina (MYR); Wu, Kelvin (ADM); scheduling, Mayor's (MYR); Philhour, Marjan (MYR)
Subject:	Re: Request for support for 26th Annual Pistahan Parade and Festival (Aug 10-11, 2019)
Attachments:	Pistahan2017 Kickoff_SitePlan_v1.pdf

Hello Michelle,

Thanks so much for the quick follow up.

Here are my notes:
1) For the Pistahan Community Kickoff Reception, I would prefer: **Wed, July 17** as first choice. 2nd choice would be **Fri, July 19.**

2) Please see attached room set-up layout that we have used in all previous years. (see attached PDF)

3) Here is the proposed event schedule:

2:00 PM – Load-in and room set-up
4:00 PM – Arrival of food catering
5:30 PM – Doors open to guests
6:00 PM – Program begins
6:45 PM – Program ends, networking starts
7:30 PM – Event ends
7:30 PM – Clean-up and load-out begins
9:00 PM – All personnel exit the building

Let me know if this works, and if you have any additional questions

All best,
AL

. . . . . .

AL PEREZ
President, FAAE / Pistahan Parade and Festival
Commissioner, San Francisco Entertainment Commission
Board Member, Grand National Rodeo Cow Palace Fair
Board Member, Bataan Legacy Historical Society
Board Member, San Francisco Filipino Cultural Center
Board Member, Filipino Food Movement
415. 987. 9170
[redacted]

On Monday, July 1, 2019, 02:46:48 PM PDT, Marcaida, Michelle (MYR) <michelle.marcaida@sfgov.org> wrote:

Hi Al,

Thanks for getting on a call with me earlier. Just to re-confirm our conversation and ensure everyone on our team is looped in. Regarding your request to reserve Room 201, these are the following dates you would like to know if 201 is available:

1) Wednesday, July 17 - *Room is available during time requested.*
2) Thursday, July 18 - *Room is available during time requested.* (Please note: there is a meeting scheduled to end at 4:30pm)
3) Friday, July 19 - *Room is available during time requested.*

Of the 3 days you requested, do you have a preferred date to hold the Community Kick-Off?

Also, the time frame in which you requested to hold the Pistahan Community Kick-Off was 5:30-7:30pm. On July 17 and July 19, the room is available as early as 2pm. But July 18, due to previous reservations the room is available after 4:30pm.
If additional time is needed for set-up please let us know. Also, what room layout would you prefer so we can allocate enough time for any chairs and tables to be moved if desired prior to the event time.

Thank you All! Let us know what date is preferred so we can confirm. Looking forward to hearing from you!

Respectfully,

Michelle Marcaida
Administrative Assistant to Senior Staff
Office of Mayor London N. Breed
City and County of San Francisco

michelle.marcaida@sfgov.org

From: Alfonso S. Perez, Jr. [redacted]
Sent: Monday, July 1, 2019 1:40:12 PM
To: Philhour Marjan (MYR); Philhour, Marjan (MYR)
Cc: Marcaida, Michelle (MYR); Fay, Abigail (MYR); Sun, Selina (MYR); Wu, Kelvin (ADM); scheduling, Mayor's (MYR)
Subject: Re: Request for support for 26th Annual Pistahan Parade and Festival (Aug 10-11, 2019)

Hello Marjan,

Thanks for the quick response.

Here are some possible dates for the Pistahan Community Kickoff. We usually schedule it about one month prior to the Pistahan, as a "call to action" for the community to sign-up for various participation opportunities.

We usually have our weekly planning meeting on Mondays, so we can't plan the kickoff on Mondays.
We also try to avoid Tuesdays since the Board of Supervisors meet on Tuesdays and would prohibit them from attending.
And we try to avoid Friday night events, since most people begin their weekend on Fridays and so we have low turn-outs on Friday night events.

So that leaves us with Wednesdays and Thursdays.

Please advise if any of these dates are available for room 201:

THU, July 11, 5:30pm - 7:30pm
WED, July 17, 5:30pm - 7:30pm
WHU, July 19, 5:30pm - 7:30pm

Let me know what works.

Best,
AL

. . . . . .

AL PEREZ
President, FAAE / Pistahan Parade and Festival
Commissioner, San Francisco Entertainment Commission
Board Member, Grand National Rodeo Cow Palace Fair
Board Member, Bataan Legacy Historical Society
Board Member, San Francisco Filipino Cultural Center
Board Member, Filipino Food Movement
415. 987. 9170
[redacted]

On Monday, July 1, 2019, 01:31:38 PM PDT, Philhour, Marjan (MYR) [redacted] wrote:

Thank you Al – do you have a preferred date for the reception so we can confirm?

Also, we can do the proclamation, certificates, and welcome letter - I am including Abby on this email as she will facilitate.

Selina Sun, our scheduling director, will be able to confirm the Mayor's timing for the Parade. We are honored with your invitation for her to participate as Grand Marshal!

From: Alfonso S. Perez, Jr. [redacted]
Sent: Wednesday, June 26, 2019 9:32 AM
To: Philhour, Marjan (MYR) <marjan.philhour@sfgov.org>; Philhour Marjan (MYR) [redacted]
Cc: Marcaida, Michelle (MYR) <michelle.marcaida@sfgov.org>
Subject: Request for support for 26th Annual Pistahan Parade and Festival (Aug 10-11, 2019)

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

Good morning Marjan!

It was great catching up with you last week. Thank you for taking the time to meet with me. I truly appreciate it.

I would like to follow up with my requests for this year's 26th Annual Pistahan Parade and Festival. See list below:

(1) PISTAHAN COMMUNITY KICKOFF at CITY HALL, ROOM 201	This is our annual **Community Kickoff Reception** to get the community excited and engaged about the Festival. I would like to request to have this Kickoff Reception at City Hall, Room 201 We usually host this one month away from the Pistahan weekend, so here are some possible dates: THU, July 11, 5:30pm - 7:30pm WED, July 17, 5:30pm - 7:30pm WHU, July 19, 5:30pm - 7:30pm
(2) MAYOR BREED PARTICIPATION AT PISTAHAN PARADE AS "PARADE GRAND MARSHAL"	We would be so honored if Mayor-Elect Breed can join the Pistahan Parade on SAT, AUG 10 at 11am, as our **PARADE GRAND MARSHAL.** Ride a convertible car along Market St, from Civic Center to 4th St. Parade disembarks at 4th and Mission, in front of the Metreon. » 9:00 AM – Call time for Parade contingents » 10:00 AM – Parade on SAT, AUG 10, Opening Ceremonies and Ribbon Cutting Ceremony at Fulton St at Civic Center (next to Asian Art Museum). » 11:00 AM – Parade starts
(3) MAYOR BREED ATTENDANCE AT PISTAHAN FESTIVAL	We would like to formally request Mayor-Elect London Breed to **attend the Pistahan—** » Festival at Yerba Bueana Gardens on SUN, AUG 11, 2:00pm - 3:00pm to give welcome remarks and present a Proclamation.
(4) PROCLAMATION	We would like to request for Mayor-Elect Breed to present a **Proclamation** for the Pisthan Weekend, for our 26th Anniversary. (Due: Friday, August 9) Here is previous year's PROC: PROCLAMATION: WHEREAS, Filipino American Arts Exposition (FAAE) is a grassroots, nonprofit organization that heightens the Bay Area's awareness of historical and contemporary Filipino and Filipino American accomplishments and struggles; and WHEREAS, FAAE engages the public by organizing cultural events throughout the year, including the Annual Pistahan Parade and Festival to honor Filipino Americans and expose the San Francisco Bay Area to Filipino music, art, dance, cuisine and film; and WHEREAS, for over two decades, the City of San Francisco has hosted the Pistahan Parade, the only Filipino American parade on the West Coast; and WHEREAS, the 24th Annual Pistahan Parade and Festival at Yerba Buena Gardens is a celebration of the cultural vibrancy and historic contributions of the Filipino American communities in San Francisco and across the nation; and WHEREAS, the Pistahan Parade and Festival is not just a two-day event; it is the culmination of a year-long effort to celebrate and promote Filipino cultural

	awareness, led by Al Perez, the FAAE Board of Directors and many essential community partners and volunteers; and WHEREAS, this year's theme is "Pride and Progress in the SOMA Pilipinas" to celebrate the one-year anniversary of the creation of SOMA Pilipinas: Filipino cultural heritage district; now THEREFORE BE IT RESOLVED, that I, Edwin M. Lee, Mayor of the City and County of San Francisco, do hereby proclaim August 12-13, 2017 as... PISTAHAN PARADE AND FESTIVAL WEEKEND in San Francisco!
(5) CERTIFICATES OF HONOR	We would like to request some Certificates of Honor for our Festival dignitaries: a. Hermana Mayor – TBD b. Hermano Mayor – TBD c. Parade Community Grand Marshal #1 – TBD d. Parade Community Grand Marshal #2 – TBD e. Parade Celebrity Grand Marshal #1 – TBD f. Parade Celebrity Grand Marshal #2 – TBD g. Pistahan Headline Artist from Manila #1 – Billy Crawford h. Pistahan Headline Artist from Manila #2 – Morisette Amon i. Pistahan Guest Artist from Manila #3 – Ian Lucero (Due: Friday, August 10) Here are sample text from previous year's CERTS: CERTIFICATE OF HONOR Presented to < FIRSTNAME LASTNAME > August 12, 2017 WHEREAS, on behalf of the City and County of San Francisco, I am pleased to recognize and honor < FirstName LastName >, for your commitment and dedication to the success of the 24th Annual Pistahan Parade and Festival. Your efforts and outstanding service for this occasion are commendable and are a significant contribution to the vitality of San Francisco. I wish you the best of luck and success in all of your future endeavors! THEREFORE, I have herunto set my hand and caused the Seal of the City and County of San Francisco to be affixed.
(6) WELCOME LETTER	And finally, we would like to request a **Welcome Letter** from Mayor-Elect Breed which will be included in the Expo Magazine, the official publication of the Pistahan Parade and Festival. Our theme this year is: "Crossing Barriers & Bridging Cultures". Friday, July 19 or sooner, in time for our press deadline.

Thank you in advance for your support for this year's Pistahan. Looking forward to hearing from you soon.

All my best,

AL

AL PEREZ

President, FAAE / Pistahan Parade and Festival

Commissioner, San Francisco Entertainment Commission

Board Member, Grand National Rodeo Cow Palace Fair

Board Member, Bataan Legacy Historical Society

Board Member, San Francisco Filipino Cultural Center

Board Member, Filipino Food Movement

415. 987. 9170

[redacted]

Philhour, Marjan (MYR)

From: Chantel Carnes (via Google Docs) [redacted]
Sent: Monday, July 01, 2019 2:09 PM
To: Philhour, Marjan (MYR)
Subject: Charles Edwards, Condolence Letter

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

[redacted] has shared a link to the following document:

Charles Edwards, Condolence Letter

Google Docs: Create and edit documents online.

Google LLC, 1600 Amphitheatre Parkway, Mountain View, CA 94043, USA

You have received this email because someone shared a document with you from Google Docs.

Philhour, Marjan (MYR)

From: Lee, Mason (MYR)
Sent: Monday, July 01, 2019 11:59 AM
To: Lee, Mason (MYR)
Subject: Chinese Media Press Clips - Saturday, June 29, 2019 to Monday, July 01, 2019

Chinese Media Press Clips
Saturday, June 29, 2019

World Journal

Mayor is determined to investigate abuse cases at Laguna Honda Hospital

600 Chinese community members held campaign event in support of London Breed!

Gold scam in San Francisco as one victim lost $70,000

Singtao

700 attendees praised Xian Dumpling Festival

The whole city participates in Xian Dumpling Festival

San Francisco Police Department warn the Chinese community of the Gold Scam

Laguna Honda Hospital's scandal on patient abuse

KTSF

San Francisco property tax revenue reached $271.0 billion, a 35% growth comparing with 3 years ago

Antique gold scam occurred in San Francisco

Abuse cases at Laguna Honda Hospital

Skylink TV – N/A

China Press

San Francisco Police plans traffic safety enforcement

San Francisco holds inaugural Pride Golf Tournament

San Francisco Mayor London Breed responds to State Budget

Chinese Media Press Clips
Sunday, June 30, 2019

World Journal

Wing Ho Leung advocates budget on housing for seniors

District Attorney candidate Suzy Loftus visits Chinese Consolidated Benevolent Association

Board of Directors of Hop Wo Benevolent Association might boycott Steve Ball resuming position as Presiding President of the Chinese Consolidated Benevolent Association

Singtao

Two mayors condemn ride sharing companies for traffic congestion adjacent to San Francisco International Airport

Bay Area Xian Dumpling Festival continues at Peony Seafood Restaurant in Oakland

KTSF – N/A

Skylink TV – N/A

China Press - N/A

Chinese Media Press Clips
Monday, July 01, 2019

World Journal

Taiwan contingent draws cheers at San Francisco Pride Parade

The entire city was enthusiastic to celebrate love

Singtao

At least 100,000 people participated in San Francisco Pride Parade

Hop Wo holds press conference demanding Steve Ball to follow association rules

Chinese Consolidated Benevolent Association discusses attorney fees

KTSF – N/A

Skylink TV – N/A

China Press - N/A

Philhour, Marjan (MYR)

From:	Lee, Mason (MYR)
Sent:	Monday, July 01, 2019 11:57 AM
To:	Cretan, Jeff (MYR); Lynch, Andy (MYR); Owens, Sarah (MYR); Geithman, Kyra (MYR); Ward, Evan (MYR); Elsbernd, Sean (MYR); Philhour, Marjan (MYR); Bruss, Andrea (MYR); Power, Andres (MYR); Karunaratne, Kanishka (MYR); Kittler, Sophia (MYR); Finkel, Jessica (MYR); Sun, Selina (MYR); Fay, Abigail (MYR)
Subject:	Chinese Media Press Clips - Saturday, June 29, 2019 - Mayor mentioned
Attachments:	07.01.19 Chinese Media Press Clips - Mayor mentioned.docx; 06.29.19 Chinese Media Press Clips - Mayor mentioned.docx; 06.30.19 Chinese Media Press Clips - Mayor mentioned.docx

Chinese Media Press Clips
Saturday, June 29, 2019

World Journal

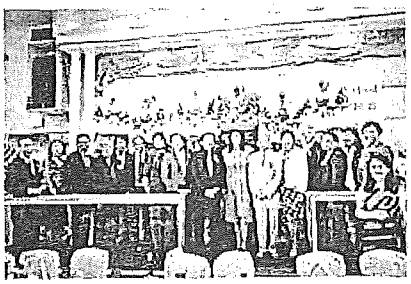
Mayor is determined to investigate abuse cases at Laguna Honda Hospital
(Mayor mentioned; Mayor in photo)

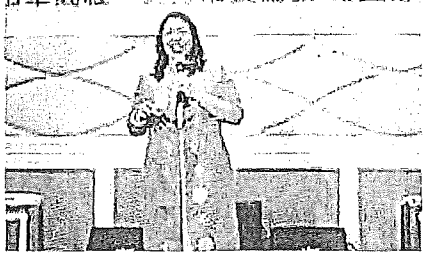


It shocked the whole city when a San Francisco public hospital is involved in abuses to dementia patients and adverse medications. Electeds and officials from both the executive and legislative branches requested investigations.

On Friday morning, a mainstream media exposed of abuse cases at Laguna Honda Hospital. Around noon time, Mayor London Breed, Board President Norman Yee and Director of Department of Public Health Grant Colfax held an emergency press conference. They expressed this as an unfortunate event and emphasized on investigations....

600 Chinese community members held campaign event in support of London Breed!
(Mayor mentioned; Mayor in photo)





The event in support of Mayor London Breed hosted by the Chinese community was held at New Asia Restaurant on June 283 Over 600 people attended to support London Breed to be Mayor for "four more year".

Organizes expressed that since elect as Mayor, with her outstanding and efficient leadership, they have seen improvement as Mayor Breed has been addressing the challenges around housing, education and public safety within a year. Breed has contributed to community interactions and small business development. This is not only important for the growth of the entire San Francisco, but also to the economic, political and cultural growth within the Chinese community.

Breed thanked their support to let her continue to do more for San Francisco. She also discussed some highlights of her work...

... Important city officials like Doreen Woo Ho, DBI Director Tom Hui and Advisor Marjan Philhour were also in attendance, they expressed their support to the mayor.

Gold scam in San Francisco as one victim lost $70,000

Singtao

700 attendees praised Xian Dumpling Festival
(Mayor in photo)



The whole city participates in Xian Dumpling Festival
(Mayor in photo)



San Francisco Police Department warn the Chinese community of the Gold Scam

Laguna Honda Hospital's scandal on patient abuse
(Mayor mentioned)
... Mayor London Breed condemn the incidents, praised the swift actions of the Department of Public Health...

KTSF

San Francisco property tax revenue reached $271.0 billion, a 35% growth comparing with 3 years ago

Antique gold scam occurred in San Francisco

Abuse cases at Laguna Honda Hospital

Skylink TV – N/A

China Press

San Francisco Police plans traffic safety enforcement

San Francisco holds inaugural Pride Golf Tournament

San Francisco Mayor London Breed responds to State Budget
(Mayor in photo; Mayor's statement printed)



Chinese Media Press Clips
Sunday, June 30, 2019

World Journal

Wing Ho Leung advocates budget on housing for seniors

District Attorney candidate Suzy Loftus visits Chinese Consolidated Benevolent Association

Board of Directors of Hop Wo Benevolent Association might boycott Steve Ball resuming position as Presiding President of the Chinese Consolidated Benevolent Association

Singtao

Two mayors condemn ride sharing companies for traffic congestion adjacent to San Francisco International Airport

Bay Area Xian Dumpling Festival continues at Peony Seafood Restaurant in Oakland

KTSF – N/A

Skylink TV – N/A

China Press - N/A

Chinese Media Press Clips
Monday, July 01, 2019

World Journal

Taiwan contingent draws cheers at San Francisco Pride Parade

The entire city was enthusiastic to celebrate love

(Mayor in photo)



Singtao

At least 100,000 people participated in San Francisco Pride Parade

Hop Wo holds press conference demanding Steve Ball to follow association rules

Chinese Consolidated Benevolent Association discusses attorney fees

KTSF – N/A

Skylink TV – N/A

China Press - N/A

Philhour, Marjan (MYR)

From: Brown, Derick (POL)
Sent: Monday, July 01, 2019 11:30 AM
To: Brown, Derick (POL)
Subject: 1st Annual SFPD and Giants Father's Day Field Day - Sizzle Videos

Hey All,

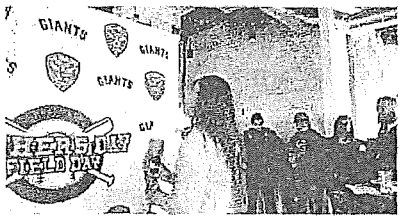
It was great seeing most of you at the SFPD and Giants Father's Day Field Day Event (6/15/19)! I really enjoyed hosting you all and look forward to seeing you at the next celebration.

Huge shout out to all of the Dads and Youth! Also, a huge shout out to Chief Bob Moser, Commissioner Dion-Jay Brookter and Officer Yossef Azim for their support and representing SFPD & The Police Commission. In addition, a huge shout out to Vice President Joey Nevin and Susie Levin with the Giants! Further, Thank you to all of the Station Captains for selecting a dad and youth from your district to participate. Very much appreciated!

***Special Thank You to all of our generous sponsors!** None of this would have been possible without your support and generosity.
San Francisco Giants
San Francisco Recreation & Park Department
San Francisco SAFE
San Francisco Police Officers Association
Uber
The EACH Foundation
Waymo
Lyft
Atwater Tavern

That said, here's the link to a couple of short event videos. Please check them out at your earliest convenience.

Sizzle Video: 1 minute -
https://drive.google.com/file/d/1w3vSse3URYBUfyMiQ8HAvIMw4_fWPusZ/view?usp=drivesdk



SFPD fathers day sizzle.mp4

drive.google.com

Sizzle Video: 3 minutes -
https://drive.google.com/file/d/1UYpmMsMjIycrKQZb1FcWWttamM_r9sdO/view



Fathers day video.mp4

drive.google.com

All the best,

Derick Brown
Senior Advisor
San Francisco Police Department
Community Engagement Division

EXHIBIT X (continued): Excerpts of various responsive records, produced in violation of SFAC 67.26 (these are *non-exhaustive examples*)

Exhibit to Anonymous's Jan 21, 2020 hearing presentation
Nothing herein is legal, IT, or professional advice of any kind.

[X-5]

From: Cretan, Jeff (MYR)
To: Ellis, Tanya (HOM)
Cc: Geithman, Kyra (MYR)
Subject: Re: Looking to talk to Jeff about Tenderloin Outreach / Breed"s 1,000 bed shelter goal
Date: Monday, July 01, 2019 4:14:00 PM

Hi Tanya

I am speaking to her tomorrow about this, re the 1000 bed.

Get Outlook for iOS

From: Ellis, Tanya (HOM)
Sent: Monday, July 1, 2019 2:45:08 PM
To: Cretan, Jeff (MYR)
Cc: Geithman, Kyra (MYR)
Subject: Fw: Looking to talk to Jeff about Tenderloin Outreach / Breed's 1,000 bed shelter goal

Looping in Kyra per Andy's OOO email.

From: Ellis, Tanya (HOM)
Sent: Monday, July 1, 2019 2:05 PM
To: Lynch, Andy (MYR); Cretan, Jeff (MYR)
Subject: FW: Looking to talk to Jeff about Tenderloin Outreach / Breed's 1,000 bed shelter goal

Hey!

Jeff is unavailable to take this on. Do either of you mind if I point her to you for any follow up commentary, especially since she's reporting on the 1K initiative?

Tanya R. Ellis
Communications & Community Engagement Lead
Department of Homelessness and Supportive Housing
San Francisco, CA 94103
415-355-5207
Learn: hsh.sfgov.org | Follow: @SF_HSH | Like: @SanFranciscoHSH

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From: Thadani, Trisha [mailto:TThadani@sfchronicle.com]
Sent: Monday, July 01, 2019 1:29 PM
To: Ellis, Tanya (HOM)
Subject: Looking to talk to Jeff about Tenderloin Outreach / Breed's 1,000 bed shelter goal

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Hey Tanya,

Can I get a few minutes on Jeff's calendar later today or tomorrow to talk about how the Tenderloin Outreach went and what HSH learned from it? I'm folding this into a larger story about how Mayor London Breed is progressing on her 1,000 shelter bed goal, which will look at how many beds have been created so far and what challenges may lay ahead.

Trisha

--

Trisha Thadani
City Hall Reporter
415.777.8984 • @TrishaThadani
San Francisco Chronicle | SFGATE

From: Cretan, Jeff (MYR)
To: Kittler, Sophia (MYR)
Cc: Owens, Sarah (MYR)
Subject: Re: SVB TAX REFORM QUOTE
Date: Monday, July 01, 2019 6:04:17 PM

Thanks, Sophia. Please cc Sarah on these as they come in.

Get Outlook for iOS

From: Kittler, Sophia (MYR)
Sent: Monday, July 1, 2019 5:17:49 PM
To: Cretan, Jeff (MYR)
Subject: Fwd: SVB TAX REFORM QUOTE

---------- Forwarded message ----------
From: "Cancino, Juan Carlos (BOS)" <juancarlos.cancino@sfgov.org>
Date: Jul 1, 2019 5:05 PM
Subject: SVB TAX REFORM QUOTE
To: "Kittler, Sophia (MYR)" <sophia.kittler@sfgov.org>
Cc: "Brown, Vallie (BOS)" <vallie.brown@sfgov.org>,"Simley, Shakirah (BOS)" <shakirah.simley@sfgov.org>

"To be fair and reliable, our local business tax system needs to keep pace with our dynamic economy," said Supervisor Vallie Brown, "It has to facilitate economic equality as much as job creation—it's all about balance, and that's what this broad stakeholder process will support. Our economy depends on it."

Thanks.

Legislative Aide – District 5
Office of Supervisor Vallie Brown
San Francisco Board of Supervisors
Direct: 415-554-7687 | juancarlos.cancino@sfgov.org
https://sfbos.org/supervisor-brown-district-5
Sign Up for Supervisor Brown's D5 Newsletter & Alerts!

From: Cretan, Jeff (MYR)
To: Fracassa, Dominic
Cc: [redacted]
Subject: Dom <> Ayesha
Date: Monday, July 01, 2019 4:16:00 PM

Hi Dom

Thanks for agreeing to sit down some time soon with our intern, Ayesha, to discuss what it's like to work at the Chronicle/report on us here at City Hall. I have cc'd her here. Any time in the next few weeks would be really great. I will let you two figure out a time.

Jeff Cretan
Communications Director
San Francisco Mayor London N. Breed
(415) 554-6131

From: Cretan, Jeff (MYR)
To: McCaffrey, Edward (MYR)
Subject: FW: Media Request--SF Chronicle
Date: Monday, July 01, 2019 3:50:00 PM

From: Press Office, Mayor (MYR)
Sent: Monday, July 01, 2019 2:53 PM
To: Cretan, Jeff (MYR) <jeff.cretan@sfgov.org>
Subject: FW: Media Request--SF Chronicle

Just came in. In Press Log

From: Kunthara, Sophia <Sophia.Kunthara@sfchronicle.com>
Sent: Monday, July 01, 2019 2:31 PM
To: Press Office, Mayor (MYR) <mayorspressoffice@sfgov.org>
Subject: Media Request--SF Chronicle

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Hello,
My name is Sophia Kunthara and I'm a reporter with the San Francisco Chronicle. I'm working on a story about FCC Chairman Ajit Pai's proposal to preempt a San Francisco ordinance that prevented landlords from denying internet service providers access to existing wiring within multi-tenant buildings (Article 52). I was wondering if Mayor Breed had any comment on Mr. Pai's proposal to overrule the city ordinance.

Thanks in advance,
Sophia Kunthara
SF Chronicle
(415) 777-7096

From: Cretan, Jeff (MYR)
To: Owens, Sarah (MYR)
Subject: Fwd: Quote added - gross receipts
Date: Monday, July 01, 2019 3:49:33 PM
Attachments: 7.XX.19 Gross Receipts Tax.doc

With quote

Get Outlook for iOS

From: Lee, Ivy (BOS)
Sent: Monday, July 1, 2019 3:12:35 PM
To: Cretan, Jeff (MYR)
Cc: Kittler, Sophia (MYR)
Subject: Quote added - gross receipts

Ivy Lee, Esq.
SF Board of Supervisors, Office of President Norman Yee
415.554.6519 (phone)
Ivy.Lee@sfgov.org (email)

Please note: This is a public email address and any messages sent to or from this address may be subject to a public records request.

From: Cretan, Jeff (MYR)
To: Hartley, Kate (MYR)
Cc: Bruss, Andrea (MYR); Barnes, Maximilian (MYR); Dubin, Kimberly (HRD)
Subject: RE: Interview request on housing bond from SF Public Press / KSFP
Date: Monday, July 01, 2019 4:13:00 PM

Hi Kate

I think this is fine to do. Thanks for checking in.

From: Hartley, Kate (MYR)
Sent: Monday, July 01, 2019 2:54 PM
To: Cretan, Jeff (MYR) <jeff.cretan@sfgov.org>
Cc: Bruss, Andrea (MYR) <andrea.bruss@sfgov.org>; Barnes, Maximilian (MYR) <maximilian.l.barnes@sfgov.org>; Dubin, Kimberly (HRD) <kimberly.dubin@sfgov.org>
Subject: FW: Interview request on housing bond from SF Public Press / KSFP

Hi, all. Andrea and Jeff, let me know if you want me to proceed with this interview request. I'm happy to do it if it's appropriate.

Thanks.

Kate

Kate Hartley
Director
Mayor's Office of Housing and Community Development
1 South Van Ness, 5th Floor
San Francisco, CA 94103
tel: 415.701.5528 fax: 415.701.5501
kate.hartley@sfgov.org

From: Laura Wenus [mailto:lwenus@sfpublicpress.org]
Sent: Monday, July 01, 2019 2:49 PM
To: Hartley, Kate (MYR) <kate.hartley@sfgov.org>
Subject: Interview request on housing bond from SF Public Press / KSFP

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

Hi Kate,

I'm a reporter with a new radio program, "Civic," from the San Francisco Public Press, which will begin airing soon on KSFP, 102.5 FM.

For one of our first series of shows, we'd like to speak to someone in depth about the proposed housing bond and what could be achieved with the funding if it's approved. We're also exploring how this funding fits into what the city already allocates to affordable housing and what has happened to state and federal funding to support affordable housing.

Would you be available to sit down with me to tape an interview sometime in the next week or so? I can come to you, we just need somewhere quiet to sit and talk. I expect this would take a half hour to 45 minutes of your time.

Thanks and best

Laura

Laura Wenus
Host / Reporter, "Civic"
(650) 996-3112
laura.wenus@sfpublicpress.org

From: Heckel, Hank (MYR)
To: Cretan, Jeff (MYR); RUSSI, BRAD (CAT)
Subject: FW: KTVU Records Request 6-6-19 - Mayor Breed
Date: Monday, June 17, 2019 4:31:53 PM
Attachments: 6.17.19 Response to Simone Aponte.pdf
Responsive Records Re Request of Simone Aponte_Redacted.pdf

FYI response to Simone Aponte at KTVU requesting communications to or from Mayor Breed featuring terms Carmody, Adachi, warrant or leak.

From: MayorSunshineRequests, MYR (MYR)
Sent: Monday, June 17, 2019 4:27 PM
To: 'Simone Aponte' <Simone.Aponte@FOXTV.COM>; MayorSunshineRequests, MYR (MYR) <mayorsunshinerequests@sfgov.org>
Cc: Lisa Fernandez <Lisa.Fernandez@foxtv.com>
Subject: RE: KTVU Records Request 6-6-19 - Mayor Breed

VIA ELECTRONIC MAIL

Requestor: Simone Aponte
Email: Simone.Aponte@FOXTV.COM

June 17, 2019

Re: **Public Records Request Received June 6, 2019**

Dear Simone:

This responds to your public records request received by the Office of the Mayor via email on June 6, 2019. Specifically, you asked for the following:

"Any and all electronic communication sent or received by Mayor London Breed from May 10, 2019 to present that include any of these words: Carmody, Adachi, warrant, leak".

Response Dated June 17, 2019

We have reviewed your request and conducted a search for responsive documents. Please see attached herewith records located that provide information responsive to your request.

Please note that certain personal information such as private email addresses has been redacted to avoid an unwarranted breach of personal privacy. See Cal. Govt. Code Secs. 6254(c), 6254(k); California Constitution, Art. I, Sec. 1.

Please note that we are responding only on behalf of the Office of the Mayor and not on behalf of other departments.

If you have any questions about your request or would like to submit another public records request, please feel free to contact us at mayorsunshinerequests@sfgov.org.

Best Regards,

Hank Heckel
Compliance Officer
Office of Mayor London N. Breed
City and County of San Francisco

From: Simone Aponte <Simone.Aponte@FOXTV.COM>
Sent: Thursday, June 06, 2019 3:35 PM
To: MayorSunshineRequests, MYR (MYR) <mayorsunshinerequests@sfgov.org>
Cc: Lisa Fernandez <Lisa.Fernandez@foxtv.com>
Subject: KTVU Records Request 6-6-19 - Mayor Breed

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

Hello,

Pursuant to the California Records Act (Govt. Code 6250-6270), I would like to request copies of the following records:

Any and all electronic communication sent or received by Mayor London Breed from May 10, 2019 to present that include any of these words: Carmody, Adachi, warrant, leak. Please send the email communication first and any texts in a second release as they become available, if applicable.

If you determine that any or all or the information is exempt from disclosure, I request that: (1) you exercise your discretion to disclose some or all of the records notwithstanding the exemption; and (2) that, with respect to records containing both exempt and non-exempt content, you redact the exempt content and disclose the rest.

Please provide the information in an electronic format where possible. I look forward to receiving your response within 10 business days, as the statute requires.

Regards,

Simone Aponte
Executive Producer, *2 Investigates*
KTVU/ Channel 2
2 Jack London Square
Oakland, CA 94607

Direct: (510) 874-0235

Web | Facebook | Twitter



From: Nance, Allen (JUV)
To: Cretan, Jeff (MYR); Tugbenyoh, Mawuli (MYR); Bruss, Andrea (MYR)
Cc: Elsbernd, Sean (MYR); Sun, Selina (MYR)
Subject: Chief Nance public outreach regarding BOS ordinance to close juvenile hall
Date: Monday, June 17, 2019 5:10:56 PM
Attachments: SFJPD Chief Allen Nance - MEDIA & MTGS re JUV HALL CLOSURE - RUNNING LIST 6-17-19s.pdf

Andrea, Jeff, and Mawuli:

In follow-up to the meeting with Mayor Breed last week and her questions regarding outreach and communication efforts related to the ordinance by the BOS to close Juvenile Hall by 2021, please find the attached document that reflects my public contacts and efforts to respond to questions, clarify inaccurate information, and advance the facts regarding prior and current use of Juvenile Hall, as well as potential operational impacts should the policy be implemented without clarity as to an alternative to the existing facility.

Please let me know if you have any questions.

Chief Nance

Allen A. Nance
Chief Juvenile Probation Officer
San Francisco Juvenile Probation Department
375 Woodside Avenue, Rm 243
San Francisco, CA. 94127

(415) 753-7556 (Office)
(415) 753-7557 (FAX)

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From:	Heckel, Hank (MYR)
To:	Cretan, Jeff (MYR)
Subject:	FW: Response to 5.24.19 Public Records Request
Date:	Monday, June 17, 2019 5:36:42 PM
Attachments:	6.17.19 Response to Pillsbury Winthrop.pdf Responsive Documents re Request of Pillsbury Winthrop Redacted.pdf

FYI – request re bikeshare, dockless bikes, ebikes.

From: Heckel, Hank (MYR)
Sent: Monday, June 17, 2019 5:34 PM
To: CLEVELAND-KNOWLES, SUSAN (CAT) <Susan.Cleveland-Knowles@sfcityatty.org>; RUSSI, BRAD (CAT) <Brad.Russi@sfcityatty.org>
Subject: FW: Response to 5.24.19 Public Records Request

From: Heckel, Hank (MYR)
Sent: Monday, June 17, 2019 5:21 PM
To: MayorSunshineRequests, MYR (MYR) <mayorsunshinerequests@sfgov.org>; glenn.sweatt@pillsburylaw.com
Cc: linda.crosthwaite@pillsburylaw.com
Subject: RE: Response to 5.24.19 Public Records Request

VIA ELECTRONIC MAIL

Requestor: Glenn Sweatt
Pillsbury Winthrop Shaw Pittman LLP
2550 Hanover Street
Palo Alto, CA 94304-1115
Tel: 650.233.4500
glenn.sweatt@pillsburylaw.com

June 17, 2019

Re: **Public Records Request Received May 24, 2019**

Dear Glenn Sweatt:

This further responds to your public records request received by the Mayor's Office via email on Friday, May 24, 2019. Specifically, you asked for the following:

> any documents, including emails, in the possession of Mr. Andres Power, Director of Policy for Mayor London Breed, or any individual or department who reports to Mr. Power, including but not limited to SFMTA, Ed Reiskin, Tom Maguire, Jamie Parks, and Adrian Leung, dated on or after December 15, 2018, received from

any third-party individual or entity (e.g., Jump, Uber, or their representatives or agents or any other third party not employed by the City of San Francisco and/or SFMTA), the Mayor's Office or San Francisco City Attorney's office, related to "bikeshare permits," "permit expansion," "permit extension," "stationless bikeshare" "dockless bikeshare," "bikesharing agreements," "ebikes" or the terms and conditions of any permit or contemplated permit issued or to be issued by the SFMT A to Jump or any other entity.

Response Dated June 17, 2019

We previously responded to your request on May 28 and again on June 3, invoking an extension of time to continue our response under Government Code § 6253(c) and San Francisco Admin. Code § 67.25(b) because of the need for consultation with other city departments.

We have completed our search and consultation and are attaching herewith responsive records located in the possession of the Office of the Mayor. Please note that certain personal information such as private email addresses has been redacted to avoid an unwarranted breach of personal privacy. See Cal. Govt. Code Secs. 6254(c), 6254(k); California Constitution, Art. I, Sec. 1.

Please note that we are responding only on behalf of the Office of the Mayor and not on behalf of other City Departments. If you have any questions about your request or would like to submit another public records request, please feel free to contact us at mayorsunshinerequests@sfgov.org.

Best Regards,

Hank Heckel
Compliance Officer
Office of Mayor London N. Breed
City and County of San Francisco

From: MayorSunshineRequests, MYR (MYR)
Sent: Monday, June 03, 2019 5:13 PM
To: glenn.sweatt@pillsburylaw.com
Cc: linda.crosthwaite@pillsburylaw.com; MayorSunshineRequests, MYR (MYR) <mayorsunshinerequests@sfgov.org>
Subject: RE: Response to 5.24.19 Public Records Request

Dear Glenn Sweatt:

This further responds to your public records request received by the Mayor's Office via email on Friday, May 24, 2019. Specifically, you asked for the following:

> any documents, including emails, in the possession of Mr. Andres Power, Director of Policy for Mayor London Breed, or any individual or department who reports to Mr. Power, including but not limited to SFMTA, Ed Reiskin, Tom Maguire, Jamie Parks, and Adrian Leung, dated on or after December 15, 2018, received from any third-party individual or entity (e.g., Jump, Uber, or their representatives or agents or any other third party not employed by the City of San Francisco and/or SFMTA), the Mayor's Office or San Francisco City Attorney's office, related to "bikeshare permits," "permit expansion," "permit extension," "stationless bikeshare" "dockless bikeshare," "bikesharing agreements," "ebikes" or the terms and conditions of any permit or contemplated permit issued or to be issued by the SFMT A to Jump or any other entity.

Response Dated June 3, 2019

We previously notified you that your request would be subject to at least the full statutory period for a public records request as it did not meet the requirements of an Immediate Disclosure Request due to a lack of proper labeling and failure to seek information that was simple, routine or otherwise readily answerable. S.F. Admin Code § 67.25(a); San Francisco City Attorney Good Government Guide at p. 95. We are continuing to process your request.

Please note that we are invoking an extension of time to continue our response for up to 14 days under Government Code § 6253(c) and San Francisco Admin. Code § 67.25(b) because of the continuing need for consultation with other city departments. Nevertheless, we understand our obligation to conduct our response with all practicable speed and anticipate completing our response no later than June 17, 2019.

Please note that we are responding only on behalf of the Office of the Mayor and not on behalf of other City Departments. If you have any questions about your request or would like to submit another public records request, please feel free to contact us at mayorsunshinerequests@sfgov.org.

Best Regards,

Hank Heckel
Compliance Officer
Office of Mayor London N. Breed
City and County of San Francisco

From: Heckel, Hank (MYR) <hank.heckel@sfgov.org>
Sent: Tuesday, May 28, 2019 4:53 PM
To: glenn.sweatt@pillsburylaw.com
Cc: linda.crosthwaite@pillsburylaw.com; MayorSunshineRequests, MYR (MYR)

<mayorsunshinerequests@sfgov.org>
Subject: Response to 5.24.19 Public Records Request

VIA ELECTRONIC MAIL

Requestor: Glenn Sweatt
Pillsbury Winthrop Shaw Pittman LLP
2550 Hanover Street
Palo Alto, CA 94304-1115
Tel: 650.233.4500
glenn.sweatt@pillsburylaw.com

May 28, 2019

Re: **Public Records Request Received May 24, 2019**

Dear Glenn Sweatt:

This responds to your public records request received by the Mayor's Office via email on Friday, May 24, 2019. Specifically, you asked for the following:

> any documents, including emails, in the possession of Mr. Andres Power, Director of Policy for Mayor London Breed, or any individual or department who reports to Mr. Power, including but not limited to SFMTA, Ed Reiskin, Tom Maguire, Jamie Parks, and Adrian Leung, dated on or after December 15, 2018, received from any third-party individual or entity (e.g., Jump, Uber, or their representatives or agents or any other third party not employed by the City of San Francisco and/or SFMTA), the Mayor's Office or San Francisco City Attorney's office, related to "bikeshare permits," "permit expansion," "permit extension," "stationless bikeshare" "dockless bikeshare," "bikesharing agreements," "ebikes" or the terms and conditions of any permit or contemplated permit issued or to be issued by the SFMT A to Jump or any other entity.

Response Dated May 28, 2019

Thank you for your inquiry. We have received your request and are conducting a search for responsive records. In the last paragraph of your request letter you state that "[t]his is an immediate request under the Sunshine Ordinance and should be provided promptly." Please note that under the San Francisco Sunshine Ordinance, a public records request must be fulfilled on the next business day only where "the words 'Immediate Disclosure Request' are placed across the top of the request and on the envelope, subject line, or cover sheet in which the request is transmitted." S.F. Admin Code § 67.25(a); San Francisco City Attorney Good Government Guide at p. 95. Your request does not meet this requirement and is therefore subject to the full 10 day period to comply. Further, the Sunshine Ordinance provides that the maximum deadlines are available where a request is not simple, routine or otherwise readily answerable. *Id.* Your request

requires consultation with other City Departments and therefore is not readily answerable. *See also* § S.F. Admin Code § 67.25(b) (where "the need to consult with another interested department warrants an extension ... the requester shall be notified"). For these reasons, we are treating your request as subject to the full statutory period of 10 days to complete our response, barring sufficient grounds for a further extension.

Nevertheless, we understand our obligation to conduct our response with all practicable speed and will endeavor to provide any responsive information as it becomes available for production.

Please note that we are responding only on behalf of the Office of the Mayor and not on behalf of other City Departments. If you have any questions about your request or would like to submit another public records request, please feel free to contact us at mayorsunshinerequests@sfgov.org.

Best Regards,

Hank Heckel
Compliance Officer
Office of Mayor London N. Breed
City and County of San Francisco

From:	Kittler, Sophia (MYR)
To:	Cretan, Jeff (MYR)
Subject:	FW: Mental Health Reform in San Francisco
Date:	Tuesday, June 18, 2019 12:32:13 PM
Attachments:	MentalHealthSF_Letter to Board_06182019.pdf

From: Kittler, Sophia (MYR)
Sent: Tuesday, June 18, 2019 11:46 AM
To: BOS-Supervisors <bos-supervisors@sfgov.org>
Cc: BOS-Legislative Aides <bos-legislative_aides@sfgov.org>
Subject: Mental Health Reform in San Francisco

Dear Supervisors,
Please see the attached letter from Mayor Breed regarding her position on Mental Health SF Ballot measure, and her work to reform mental health delivery in San Francisco.

Please do not hesitate to reach out if you have any questions.

Sophia Kittler
Mayor's Liaison to the Board of Supervisors
Office of Mayor London N. Breed
(415) 554 6153

From:	Zamora, Francis (DEM)
To:	Baxter, Jonathan (FIR); Stevenson, David (POL); Gard, Susan (HRD); Andraychak, Michael (POL)
Cc:	Cretan, Jeff (MYR); DEM-External Affairs Group
Subject:	Statement on Erik Newman
Date:	Friday, June 21, 2019 5:57:29 AM

Hello:

In the event you receive inquiries about Erik Newman please send them to DEM. Here is our statement:

We are aware of the arrest of Stockton Fire Chief Erik Newman. Mr. Newman received an offer of employment with the San Francisco Department of Emergency Management. We will reserve comment until more information is available. Further questions should be directed to the City of Stockton and the Turlock Police Department.

Thank you!

-FZ

Get Outlook for iOS

From: Zuniga, Sandra (DPW)
To: Cretan, Jeff (MYR)
Subject: FW: Me too [redacted]
Date: Monday, June 24, 2019 11:18:14 AM

-----Original Message-----
From: Ng, Beverly (REC) <beverly.ng@sfgov.org>
Sent: Thursday, June 20, 2019 10:38 AM
To: Zuniga, Sandra (DPW) <sandra.zuniga@sfgov.org>
Subject: RE: Me too [redacted]

Hi Sandra,

Let me check with the Rec and Park Commission Secretary on the original naming process and if the Commission has a protocol for a request like this. I'll reconnect with you shortly.

Thanks - Beverly

Beverly Ng
Deputy Director of Policy and Public Affairs San Francisco Recreation and Park Department
E-mail: Beverly.Ng@sfgov.org
Direct: (415) 831-6852

-----Original Message-----
From: Zuniga, Sandra (DPW)
Sent: Wednesday, June 19, 2019 10:49 AM
To: Ng, Beverly (REC) <beverly.ng@sfgov.org>
Subject: FW: Me too [redacted]

Hi Beverly:

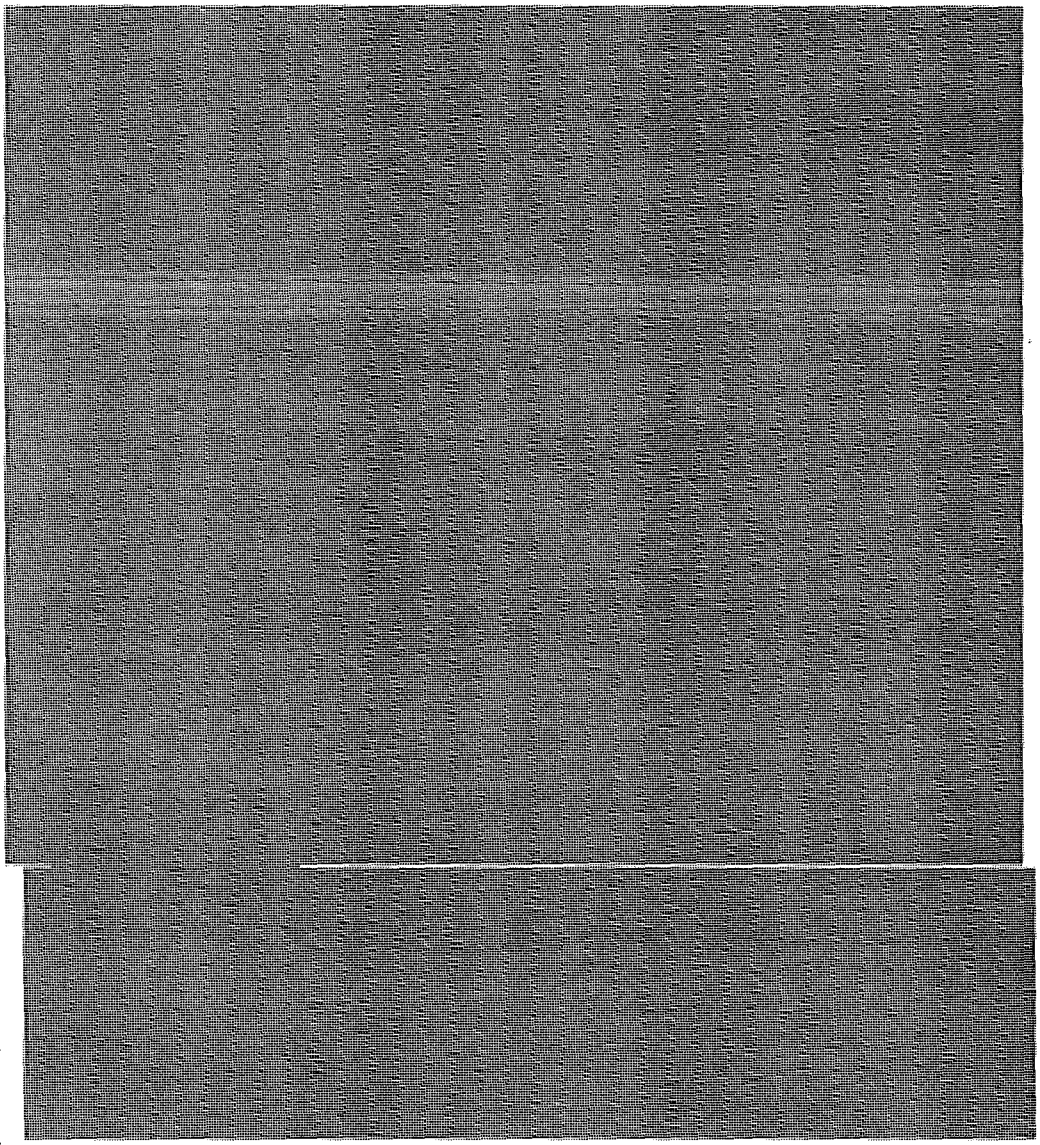
This was sent to Mayor Breed, not sure where to send it but it's an accusation abou[redacted]nd the naming of the pool.

Thank you,
Sandra

-----Original Message-----
From: [redacted]
Sent: Wednesday, June 19, 2019 7:39 AM
To: Breed, Mayor London (MYR) <mayorlondonbreed@sfgov.org>
Cc: [redacted]
Subject: Me too [redacted]

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

To San Francisco mayor London Breed



From: Shaban, Bigad (NBCUniversal)
To: Cretan, Jeff (MYR)
Cc: Campos, Robert (NBCUniversal)
Subject: *** NBC Bay Area Media Request (Mayor London Breed Interview)
Date: Monday, June 24, 2019 4:50:48 PM
Attachments: image003.png

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

Hi Jeff,

We'd like to interview Mayor Breed about her first year in office and what she hopes to focus on in the future relating to quality of life issues in San Francisco (cleanliness, car break-ins, homelessness).

We'd like to speak with her by July 3rd (Wednesday).

When would work for you all?

Thanks in advance.

. . . . . .

Bigad Shaban Senior Investigative Reporter | NBC Bay Area
d: 408.432.4744 | c: 669.235.2575

From: Bruss, Andrea (MYR)
To: Cretan, Jeff (MYR)
Subject: SFHA Transition Team Leader
Date: Tuesday, June 25, 2019 2:34:03 PM
Attachments: SFHA TLEDIJU 5.20.19.docx

Here are some summary bullet points and Tonia's resume. Let me know if this is enough or if you want me to reframe it.

Background:
Earlier this year, the U.S. Department of Housing and Urban Development (HUD) issued a default letter to the San Francisco Housing Authority (SFHA or Housing Authority) for violating various agreements. In order to cure these defaults HUD has required:

- That the City assume responsibility for the Housing Authority's core functions.
- The Housing Authority and City enter into a Memorandum of Understanding with HUD which includes contracting with a HUD-approved third party vendor to administer the Housing Choice Voucher Program and the Low Rent Public Housing (LRPH) Programs

These new obligations imposed by HUD, along with the long planned transfer and rehabilitation of the Sunnydale and Potrero Hill public housing sites under the City's HOPE SF program, will result in a restructuring of the Housing Authority.

Transition Team and Leadership:
The Mayor's Office, MOHCD, Controller, Department of Human Resources, and the Housing Authority have been working collaboratively over the past few months to address concerns raised by HUD, assist the Housing Authority in complying with the HUD default letter, and restructure the Housing Authority. All parties have identified a need for a single person, a Transition Team Leader, to focus exclusively on this effort. The Transition Team Leader will serve as the City's principle liaison to the Housing Authority during the transition and restructuring period (estimated to take one year), coordinating all necessary activities and input of agencies participating in the transition effort. As part of restructuring the Housing Authority, the Transition Team Leader will also be tasked with facilitating the transition of the Housing Authority from a direct provider of ownership/management services under its public housing program, and direct manager of voucher subsidies under its HCV program, to a contract management, compliance and reporting agency that manages the work of third-party contractors, ensures compliance with HUD requirements, and reports out on activities to HUD, the City, and community stakeholders.

Tonia Lediju has been designated as the Transition Team Leader. Tonia currently serves as the City's Chief Audit Executive and brings over 20 years of experiencing transforming complex organizations and systems.

Key Responsibilities of the Transition Team Leader include:

- Developing and implementing a Transition Plan that includes timelines, performance metrics, risks/opportunities, staffing needs, and budget requirements.
- Providing leadership support to the Housing Authority through participation in management, departmental, and all-staff meetings.

- Support ongoing efforts by the Mayor's Office, Housing Authority, MOHCD, and the Department of Human Resources, to identify short term and long term staffing needs, create successful pathways to other employment opportunities for current staff, and retain staff needed through the transition and beyond.
- For any Housing Authority staff who are retained, provide ongoing support and leadership aimed at keeping morale positive and work quality high.
- Facilitate the onboarding of third party contractors, ensuring successful transition of work from existing staff to consultants.
- Based on a staffing plan, identify office space needs and develop a relocation plan for the Housing Authorities' operations, and the disposition of the Housing Authorities' current non-housing assets (Egbert office, vehicles, equipment).
- Identify potential gaps in operations during transition and create strategies for filling those gaps to ensure ongoing service delivery within the Housing Authority major program areas.
- Assess current data/IT functions and trouble-shoot any weaknesses and/or potential for data breaches during transition; outline potential shared services agreement with City IT services, as appropriate.
- Serve as City-representative for all Housing Authority budget-related meetings and, in coordination with the Mayor's Budget Office, the Controller, and MOHCD, review all budget updates to verify accuracy of budget projections and availability of ongoing resources to fund staffing, third-party contracts, and severance and pension liabilities.
- Assist in coordinating City support for labor negotiations between the Housing Authority and the representative bargaining units by organizing input of City agencies and maintaining regular communication among all parties.
- Support the Housing Authority in complying with HUD's requirement to outsource Public Housing and HCV operations to third-party experts.
- With the Housing Authority and the RFP consultants, ensure that the HCV RFP (currently in near final draft form) is issued in a coordinated and expeditious manner, including: organizing pre-submission meetings and information requests; assembling a selection panel; and, seeking required approvals for final selection.
- With the Housing Authority, MOHCD and RFP consultants, participate in developing RFP for Public Housing management/operations and coordinate its issuance.
- Manage onboarding of third-party consultants to assume program operations.
- Coordinate the development of quality assurance, compliance and reporting protocols so as to ensure the Housing Authorities' successful management of third party contracts.
- In collaboration with agency partners and core Housing Authority staff, devise and implement strategies to create a work culture within the Housing Authority that exemplifies compassion, excellence, and commitment to the households who benefit from its programs and services.

Transition Team Support

In addition to the Transition Team Leader, the City will continue to have a diverse team of professionals who will provide support to during the anticipated 12 month period. This includes:

- Mayor's Office of Housing and Community Development – Kate Hartley, Director and Dan Adams, Deputy Director
- Controller's Office – Ben Rosenfield, Controller

- Department of Human Resources – Micki Callahan, Director and Kate Howard, Deputy Director, and Carol Isen, Employee Relations Director
- City Attorney's Office – Keith Nagayama, Katie Porter
- Office of Economic and Workforce Development and Housing Authority Commission – Joaquin Torres
- HOPE SF – Theo Miller
- Mayor's Office – Andrea Bruss, Deputy Chief of Staff, Kelly Kirkpatrick, Budget Director

HUD will also be providing technical assistance to the Transition Team in the form of staff assigned from other higher performing Housing Authorities who have experienced similar HUD mandated restructuring.

.....

Andrea Bruss
Deputy Chief of Staff
Office of the Mayor
San Francisco, CA
(415) 554-5168

From: Anderson, Raven (MYR)
To: Cretan, Jeff (MYR)
Subject: RE: Sorry
Date: Wednesday, June 26, 2019 9:14:02 AM
Attachments: image001.png

Hi Jeff,

Here you go:

Funding Source	$ Millions	Notes
Housing Bond	600.0	Funding for: Public Housing, Low Income Housing, Affordable Housing Preservation, Middle-Income Housing, and Senior Housing.
FY 19-20 ERAF	95.0	$71.2M for Production & Preservation; $12.5M in rental subsidies; $7.6M for Masterlease; $2.1M Rapid Rehousing, $1.6M Emergency Rental Subsidies
FY 16-17 ERAF	102.0	$76.0 million in Gap Funding for 3 projects to expedite construction, $20.0 to paying off HTF debt, $6.0m in additional HTF capacity.
FY 18-19 ERAF	126.7	$111.5 Small Sites, Gap Funding, predevelopment, public housing, & site acquisition; $15.2M for Masterlease. Appropriated via mid-year supplemental in 2018-19.
SFHA loan	20.0	Issued in FY 2018-19 to cover SFHA shortfall and preserve the housing of over 12,000 low income households who rely on vouchers
HOPE SF GF Contribution	10.0	$5.0M in both FY 2019-20 and FY 2020-21 for capital and debt related to HOPE SF.
New LOSP PSH	5.3	Includes new LOSP subsidies for 1064 Mission, 1296 Shotwell, 1950 Mission, 2060 Folsom, 735 Davis Senior Housing, Mission Bay South Block E in FY 2019-20 and FY 2020-21 Budget
HUD Impacts Reserve	5.0	Voucher shortfall reserve funding to protect against future SFHA shortfalls or HUD impacts
HSH - Housing Budget	36.2	15.0 M for new Masterlease, 3.3M for Family Rapid Rehousing, 6.8M for flexible site acquisition for Families, TAY and Adults, 0.4M for Masterlease attrition units and 6M provider structural fixes to preserve PSH units. 4.7M for capital rehab, rent increases and service enhancements in existing PSH.
Subtotal - non-housing bond	400.2	
TOTAL	1,000.2	

Raven Anderson
Senior Fiscal and Policy Analyst
Mayor's Office of Public Policy and Finance
City and County of San Francisco
raven.anderson@sfgov.org
(415) 554-6617

From: Cretan, Jeff (MYR)
Sent: Wednesday, June 26, 2019 8:59 AM
To: Anderson, Raven (MYR) <raven.anderson@sfgov.org>
Subject: Sorry

Can you resend that $1 billion table?

Get Outlook for iOS

From: Rich, Ken (ECN)
To: Cretan, Jeff (MYR)
Subject: Re: Interview for a San Francisco Business Times story on Prop M
Date: Friday, June 14, 2019 2:29:45 PM

What do you think. Should I do it or John?

Ken Rich
Director of Development
Office of Economic and Workforce Development

Sent from a mobile device

On Jun 14, 2019, at 2:18 PM, Cretan, Jeff (MYR) <jeff.cretan@sfgov.org> wrote:

> Get Outlook for iOS
>
> ---
>
> **From:** Simi, Gina (CPC)
> **Sent:** Friday, June 14, 2019 10:55:55 AM
> **To:** Cretan, Jeff (MYR)
> **Subject:** Fwd: Interview for a San Francisco Business Times story on Prop M
>
> Jeff, please see below.
>
> Begin forwarded message:
>
> > **From:** Alisha Green <hello@alisha-green.com>
> > **Date:** June 14, 2019 at 10:15:18 AM PDT
> > **To:** "Simi, Gina (CPC)" <gina.simi@sfgov.org>
> > **Subject: Re: Interview for a San Francisco Business Times story on Prop M**
> >
> > Also, just to be sure, I have talked with Corey Teague for the story for basic facts about the annual office limit. I reviewed John's May 30 memo to the Planning Commission, too, outlining his advice for how to proceed with the approval process to avoid a beauty contest situation. If John can speak to whether the Mayor's office supports the approach of approving projects in phases and what that means in terms of community benefits, that's really the context we're looking

for at this point. Let me know if it's better for me to go back to the Mayor's office for that.

Thanks,
Alisha

On Fri, Jun 14, 2019 at 7:30 AM Simi, Gina (CPC) <gina.simi@sfgov.org> wrote:

> Alisha, I'm trying for 2:30 on Monday. Will confirm shortly.
>
> On Jun 13, 2019, at 7:13 PM, Alisha Green <hello@alisha-green.com> wrote:
>
> > We could also do Monday or Tuesday if needed. The story goes to print Tuesday afternoon.
> >
> > On Thu, Jun 13, 2019 at 6:45 PM Simi, Gina (CPC) <gina.simi@sfgov.org> wrote:
> > > I'll check, but is next week possible?
> > >
> > > On Jun 13, 2019, at 6:34 PM, Alisha Green <hello@alisha-green.com> wrote:
> > >
> > > > I'm available tomorrow after 11:30 am. What's best for John?
> > > >
> > > > Thanks,
> > > > Alisha
> > > >
> > > > On Thu, Jun 13, 2019 at 6:17 PM Simi, Gina (CPC) <gina.simi@sfgov.org> wrote:
> > > >
> > > > > Hi Alisha,
> > > > >
> > > > > The Mayor's Office forwarded your inquiry - Planning Director John Rahaim is happy to speak with you about this. What is your availability? I can work with his scheduler.
> > > > >
> > > > > Best,

Gina

Gina Simi
Communications Manager

San Francisco Planning Department

1650 Mission Street, Suite 400 San Francisco, CA 94103
Direct: 415.575.9119 | www.sfplanning.org

San Francisco Property Information Map

From: Alisha Green <hello@alisha-green.com>
Sent: Tuesday, June 11, 2019 4:09 PM
To: Press Office, Mayor (MYR)
Subject: Interview for a San Francisco Business Times story on Prop M

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

Hello,
I'm a freelance reporter with the San Francisco Business Times. I'm working on a story for

their upcoming S.F. Structures edition about Prop. M and how there's more square footage of office development proposed than can be approved currently under the Prop. M cap.

I'd like to arrange a phone interview with Judson True for the story so we can include perspective about how the Mayor's office would like to see approvals approached or prioritized. Is there a time this week that would work for a call? It wouldn't take more than 20 minutes. Please feel free to reach out if you have any questions.

Thank you,
Alisha

--

Alisha Green

(517) 614-3485

@alisha_writes

--

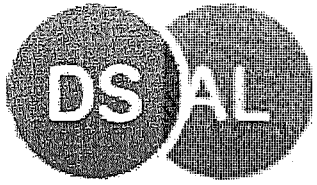
Alisha Green
(517) 614-3485
@alisha_writes

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Alisha Green

(517) 614-3485
@alisha_writes

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Alisha Green
(517) 614-3485
@alisha_writes



2 People >

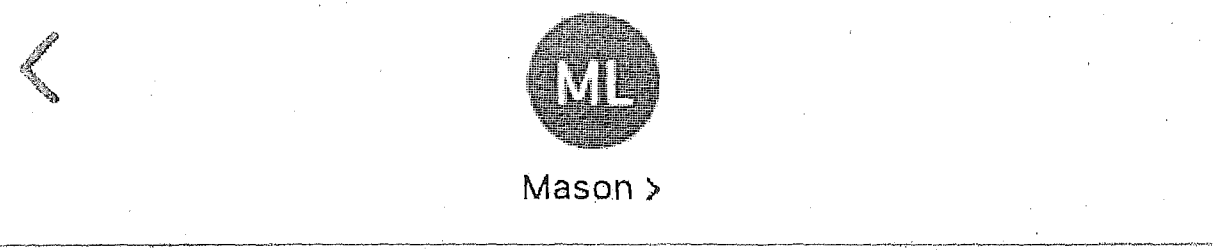
Thu, May 16, 1:37 PM

David Stevenson

Fyi, hearing 9am Monday at hall of justice to quash the Carmody search warrant. Unclear whether will be open court or not.

DS

P1502



iMessage
Sun, May 19, 11:31 AM

This is from kpix: Good morning Mason. This is Nick with KPIX. Sorry to text you so early on a Sunday, but Mayor Breed sent out a series of tweets this morning on the Adachi investigation. Is she available at all today to give a statement on camera? Please let me know either way. Thanks.

She isn't available today

I will let him know. Thank you!



4 People >

iMessage
Wed, May 15, 8:39 AM

Andy Mullan

Hey Joaquín, mayor just asked if the merchant walk is canceled. I said it wasn't yet, but if the weather got worse it may be. Just let us know if/ when there's a decision to cancel

AM

Joaquin Torres

Will do. We have option to adjust the program if it rains heavily. No walk, but stops at two locations. We'll keep checking in throughout the next couple of hours.

JT

Joaquin Torres added Jorge Rivas to the conversation.
Wed, May 15, 8:54 AM

Joaquin Torres

JT

Adding Jorge who is our point

[X-6]

Heckel, Hank (MYR)

From: Breed, Mayor London (MYR)
Sent: Friday, May 10, 2019 10:05 AM
To: Lee, Judy (ECN)
Subject: FW: Invitation to the 2019 P3 Airport Summit

From: Karen Baker [mailto:info@thep3conference.com]
Sent: Friday, May 10, 2019 8:51 AM
To: Breed, Mayor London (MYR) <mayorlondonbreed@sfgov.org>
Subject: Invitation to the 2019 P3 Airport Summit

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

Good Morning.

On July 22nd, over 1,000 airport owners, operators, airlines, and infrastructure experts will gather in San Diego for a two-day program designed to highlight innovative development plans for airports under increasing pressure to cope with aging infrastructure and facilities.

We invite you to join our distinguished conference delegates in what will be one of the largest gathering of airport infrastructure development professionals in the country. Our speakers includes some of the most active professionals in the market, including an influential network of airport leaders who will be in San Diego to share their experiences in utilizing partnerships to solve airport infrastructure challenges seen around the country.

The 2019 agenda is dedicated to helping you plan your next procurement, understanding financing options available, and discovering new approaches to your capital improvement plans. Over 100 speakers, including owners, operators, developers, capital providers, and public sector leaders will be joining us discuss their upcoming projects, best practices, and effective ways that stakeholders have been able to utilize partnerships to develop airport infrastructure.

We do hope you and your colleagues can join us this year. With a preview of our agenda now online, please take a minute to view our sessions and case studies we have in our program this year.

To learn more, please visit our website and see who is attending.

Sincerely,
Karen

Karen Baker
Event Coordinator
The Public-Private Partnership Airport Summit

P3 Airport Summit - Agenda

Program Preview

P3 Airport Summit - Participating Agencies

See Who's Attending

Public-Private Partnership Airport Summit | Manchester Grand Hyatt Hotel, San Diego, CA 92101

Unsubscribe mayorlondonbreed@sfgov.org

Update Profile | About our service provider

Sent by info@thep3conference.com

Heckel, Hank (MYR)

From: Breed, Mayor London (MYR)
Sent: Friday, May 10, 2019 10:05 AM
To: Lazar, Alex (MYR)
Subject: FW: Invitation to the 2019 P3 Airport Summit

FYI

From: Karen Baker [mailto:info@thep3conference.com]
Sent: Friday, May 10, 2019 8:51 AM
To: Breed, Mayor London (MYR) <mayorlondonbreed@sfgov.org>
Subject: Invitation to the 2019 P3 Airport Summit

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Good Morning,

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To learn more, please visit our website and see who is attending.

Sincerely,
Karen

Karen Baker
Event Coordinator

P3 Airport Summit - Agenda

Program Preview

P3 Airport Summit - Participating Agencies

See Who's Attending

Public-Private Partnership Airport Summit | Manchester Grand Hyatt Hotel, San Diego, CA 92101

Unsubscribe mayorlondonbreed@sfgov.org

Update Profile | About our service provider

Sent by info@thep3conference.com

Heckel, Hank (MYR)

From: Consulate General of Ukraine in San Francisco <gc_uss@mfa.gov.ua>
Sent: Monday, July 01, 2019 6:32 PM
To: Breed, Mayor London (MYR); Chandler, Mark (ECN); Morin, Anthony (ADM)
Subject: from the Consulate General of Ukraine in San Francisco
Attachments: 61412533.PDF

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

Генеральне консульство України
в Сан-Франциско
Consulate General of Ukraine
in San Francisco

№61412/24-118-533

June 27th, 2019

Ms. London Breed,
Mayor of the City and
County of San Francisco

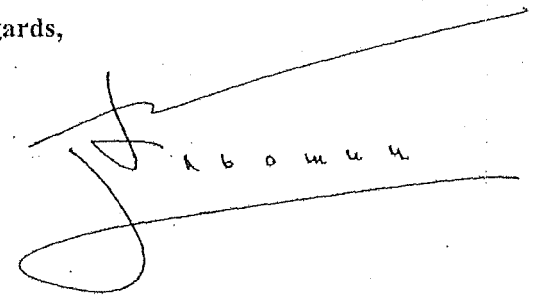
Dear Mayor,

I would like to inform you that on August 24th, 2019 Ukraine will celebrate its 28th Anniversary of Independence Day. On the eve, on August 23rd, 2019 Ukraine will celebrate the National Flag Day.

Taking into consideration the long-lasting friendly relationships between the City of San Francisco and the Consulate General of Ukraine in San Francisco let me request your kind assistance in holding joint ceremony of raising Ukraine's National Flag on the building of the City Hall in the morning on August 23th, 2019.

With best regards,

Consul General **Sergiy Aloshyn**



[X-7]

Heckel, Hank (MYR)

From: Chan, Amy (MYR)
Sent: Monday, July 01, 2019 5:13 PM
To: Beinart, Amy (BOS)
Cc: Kittler, Sophia (MYR)
Subject: 7/15 Rules Committee Request

Hi Amy,

Could you please add File 190679 to the 7/15 Rules agenda?

The legislation clarifies BOS approvals for MOHCD loans and grants. I can brief you on the legislation, and we can also schedule a briefing for the Supervisor if she would like.

I'll come by to discuss with you tomorrow.

Thanks,
Amy

Amy Chan
Director of Policy and Legislative Affairs
Mayor's Office of Housing and Community Development
1 South Van Ness, 5th Floor
San Francisco, CA 94103
tel: 415.701.5508 fax: 415.701.5501
amy.chan@sfgov.org

Heckel, Hank (MYR)

From: Chan, Amy (MYR)
Sent: Monday, July 01, 2019 4:31 PM
To: Wong, Linda (BOS); Bollard, Chelsea (BOS); Peacock, Rebecca (MYR)
Cc: Kittler, Sophia (MYR); Gagen, Jonathan (MYR)
Subject: RE: Scheduling Request for July 10 B&F Sub-Committee

Hi Chelsea,

Apologies that I didn't respond sooner, I was out of the office last week.

For Items 190733 and 190734 - is there any way these items can be put on the 7/10 agenda?

The terms of the site acquisition require BOS authorization no later than 7/23. If we go to Budget on 7/17, then there would be no wiggle room in terms of timing. Any delay or continuance would hinder the acquisition.

Let me know if you've got a minute to chat about this tomorrow.

Thanks,
Amy

Amy Chan
Director of Policy and Legislative Affairs
Mayor's Office of Housing and Community Development
1 South Van Ness, 5th Floor
San Francisco, CA 94103
tel: 415.701.5508 fax: 415.701.5501
amy.chan@sfgov.org

From: Wong, Linda (BOS)
Sent: Friday, June 28, 2019 2:59 PM
To: Bollard, Chelsea (BOS) <chelsea.bollard@sfgov.org>; Peacock, Rebecca (MYR) <rebecca.peacock@sfgov.org>
Cc: Kittler, Sophia (MYR) <sophia.kittler@sfgov,org>; Chan, Amy (MYR) <amy.chan@sfgov.org>; Gagen, Jonathan (MYR) <jonathan.gagen@sfgov.org>
Subject: RE: Scheduling Request for July 10 B&F Sub-Committee

Hi Chelsea,

File Nos. 109732, 190733, and 190734 have been added to the forward calendar for 7/17.

Linda

From: Bollard, Chelsea (BOS) <chelsea.bollard@sfgov.org>
Sent: Friday, June 28, 2019 12:42 PM
To: Peacock, Rebecca (MYR) <rebecca.peacock@sfgov.org>
Cc: Kittler, Sophia (MYR) <sophia.kittler@sfgov.org>; Chan, Amy (MYR) <amy.chan@sfgov.org>; Gagen, Jonathan (MYR) <jonathan.gagen@sfgov.org>; Wong, Linda (BOS) <linda.wong@sfgov.org>
Subject: Re: Scheduling Request for July 10 B&F Sub-Committee

Hi Rebecca, I am working on scheduling for budget today and Monday... Because we have a pretty long backlog, I don't think we can schedule this until the 17th. But that still means it can get out of committee and to the full board with time to pass before August recess. Linda, Can you add to the forward calendar for the 17th?

Get Outlook for Android

From: Peacock, Rebecca (MYR)
Sent: Friday, June 28, 2019 10:34:04 AM
To: Boilard, Chelsea (BOS)
Cc: Kittler, Sophia (MYR); Chan, Amy (MYR); Gagen, Jonathan (MYR)
Subject: Scheduling Request for July 10 B&F Sub-Committee

Hi Chelsea,

Could we please request the following items to be heard at the July 10th Budget & Finance Subcommittee?

190732
190733
190734

Thanks!

Rebecca Peacock (she/they)
(415) 554-6982 | Rebecca.Peacock@sfgov.org
Office of Mayor London N. Breed
City & County of San Francisco

Heckel, Hank (MYR)

From: Pereira.Tully, Marisa (MYR)
Sent: Monday, July 01, 2019 4:20 PM
To: Kittler, Sophia (MYR); Kirkpatrick, Kelly (MYR)
Cc: Busch, Laura (MYR); Patil, Lillian (MYR)
Subject: FW: Working Families Credit
Attachments: Fwd: WFC Proposal from Supervisor Brown

Hey Soph and Kelly,

Is the email from Shakirah (attached), the final programmatic guidance we should convey to HSA? With the notable changes of: 1) in HSA, 2) just change for families while studying single adults?

My draft responses in green below based on this info. Please amend as needed!

Thanks!

From: Gibbs, Emily (HSA) <emily.gibbs@sfgov.org>
Sent: Monday, July 01, 2019 4:05 PM
To: Pereira.Tully, Marisa (MYR) <marisa.pereira.tully@sfgov.org>; Busch, Laura (MYR) <laura.busch@sfgov.org>; Patil, Lillian (MYR) <lillian.patil@sfgov.org>
Cc: Chan, Justin (HSA) <Justin.Chan@sfgov.org>
Subject: Working Families Credit

Hi Marisa, Laura, and Lilian –

Wondering if any of the three of you have more detail on the thinking behind the Working Families credit expansion in the ERAF reallocation plan. Noelle has heard, via Trent via your office, that we would use the funds to: 1) do away with the once-in-a-lifetime cap on receipt of the credit and 2) also increase the amount from $250 to $500. [redacted]

Specifically, we were wondering:

1) Given how ERAF funds are being handled, is this all intended to be spent in FY19-20 if possible? [redacted]
2) How much flexibility do we have around implementation of the expansion? We weren't sure how much thinking there was about our ability to actually achieve both #1 and #2 within the $2.5 M allotment or whether there is an expectation we will adjust on our end to make it fit. [redacted]

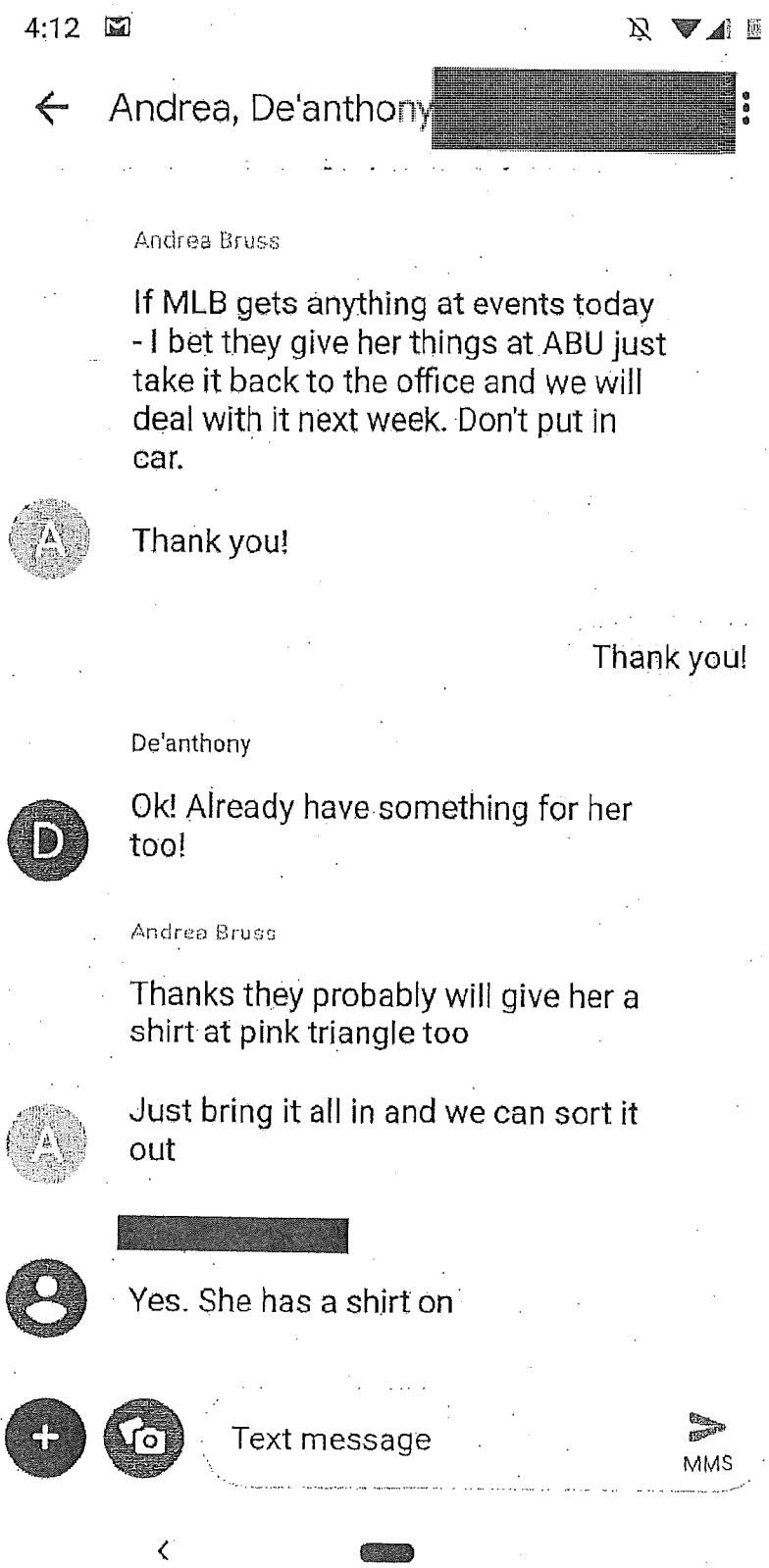
Staff happen to have a meeting tomorrow (Tuesday) scheduled on the WFC, so if you have ready answers, we'd love them. Happy to chat by phone if it's easier.

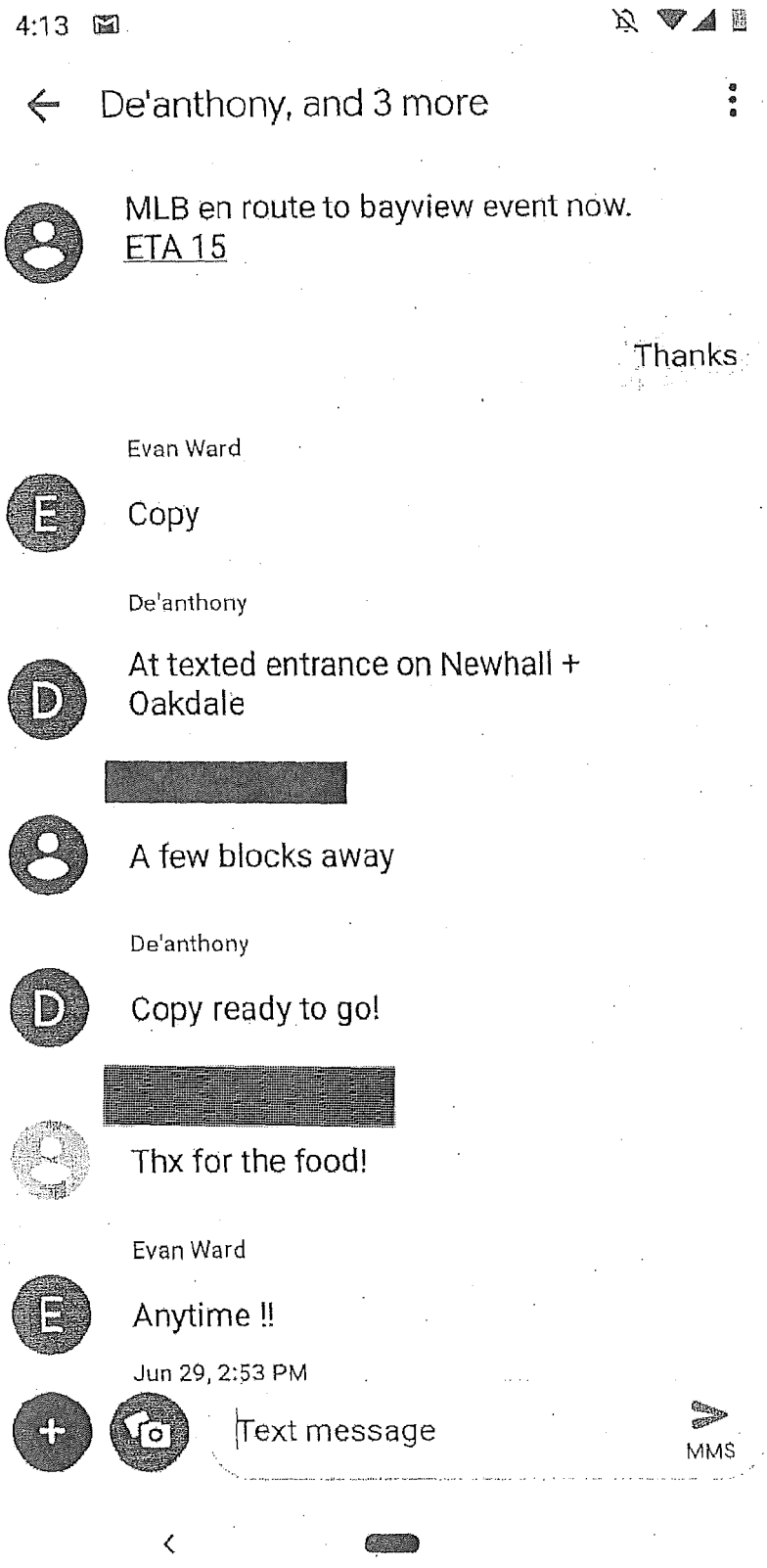
Thanks,

Emily

Emily Gerth Gibbs
Budget Director
Human Services Agency

City and County of San Francisco
email: emily.gibbs@sfgov.org
ph: (415) 557-6378


4:12
Andrea, De'anthony [redacted]
Andrea Bruss
If MLB gets anything at events today - I bet they give her things at ABU just take it back to the office and we will deal with it next week. Don't put in car.
Thank you!
Thank you!
De'anthony
Ok! Already have something for her too!
Andrea Bruss
Thanks they probably will give her a shirt at pink triangle too
Just bring it all in and we can sort it out
[redacted]
Yes. She has a shirt on
Text message
MMS


4:13
De'anthony, and 3 more
MLB en route to bayview event now.
ETA 15
Thanks
Evan Ward
Copy
De'anthony
At texted entrance on Newhall + Oakdale
[redacted]
A few blocks away
De'anthony
Copy ready to go!
[redacted]
Thx for the food!
Evan Ward
Anytime !!
Jun 29, 2:53 PM
Text message
MMS

[X-8]

Elsbernd, Sean (MYR)

From: Fay, Abigail (MYR)
Sent: Tuesday, July 02, 2019 5:42 PM
To: Elsbernd, Sean (MYR)
Subject: Fwd: Homeless Services Coordination

Get Outlook for iOS

From: Dodge, Sam (DPW) <sam.dodge@sfdpw.org>

Sent: Tuesday, July 2, 2019 5:40 PM

To: Fay, Abigail (MYR)

Subject: Re: Homeless Services Coordination

Unfortunately I will be out of town next week. Please let me know if I can join by phone or if there are other dates selected. We will definitely make whatever time you need work.

Thanks,

Sam

Sam Dodge

Homelessness Coordinator

San Francisco Public Works | City and County of San Francisco

1155 Market Street, 4th Floor | San Francisco, CA 94102

Office: (415) 554-4813 Text: [redacted]

sfpublicworks.org · twitter.com/sfpublicworks

From: Fay, Abigail (MYR)

Sent: Tuesday, July 2, 2019 5:31 PM

To: Lazar, David (POL); Scott, William (POL); Nicholson, Jeanine (FIR); Dodge, Sam (DPW); Hennessy, Vicki (SHF); Colfax, Grant (DPH); SMITH, JESSE (CAT); Carroll, Maryellen (DEM); Kositsky, Jeff (HOM)

Cc: Carr, Rowena (POL); Demafeliz, Kristine (POL); Ludwig, Theresa (FIR); Saenz, Johanna (SHF); DeGuzman, Faye (DPH);

CHIN, KAREN (CAT); Tyson, Pamela (DEM); Elsbernd, Sean (MYR); Ma, Annie (HOM)

Subject: Homeless Services Coordination

Good afternoon everyone,

I hope all is well. I am writing on behalf of Sean Elsbernd in order to schedule a meeting regarding the coordination of homeless services and current advice being provided by the City Attorney.

I would like to schedule this meeting for Wednesday, July 10 at 10:00 AM in City Hall, Room 201. Please respond to this email letting me know if this time works with your respective calendars.

Thank you.

Sincerely,

Abby Fay

Abby Fay
Assistant to the Chief of Staff
Office of the Mayor
415-554-7008
Abigail.fay@sfgov.org

Elsbernd, Sean (MYR)

From: Elsbernd, Sean (MYR)
Sent: Tuesday, July 02, 2019 4:28 PM
To: Fay, Abigail (MYR)
Subject: RE: draft proclamation

Fine

From: Fay, Abigail (MYR)
Sent: Tuesday, July 02, 2019 3:45 PM
To: Elsbernd, Sean (MYR) <sean.elsbernd@sfgov.org>
Subject: FW: draft proclamation

From: conorj@otterbrands.com <conorj@otterbrands.com>
Sent: Tuesday, July 2, 2019 3:36 PM
To: 'Karin C. Johnston' <kcj@hmsassoc.com>; 'Marjan Philhour' [redacted] Fay, Abigail (MYR) <abigail.fay@sfgov.org>
Subject: draft proclamation

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

WHEREAS PJ Johnston has enjoyed a long and decorated career as a fast food maker and professional bullshitter, serving as: a housekeeper at a Yosemite Motel, a Shift Manager at Taco Bell, the Editor of the Stagg High Newspaper, a Burrito maker at Hey Juan's Burrito, a Reporter for Tracy Press, an Intern & Reporter for the SF Bay Guardian, the Deputy Press Secretary for Willie Brown's first Mayor's race, the Deputy Press Secretary for Mayor Willie Brown, the Communications Director for MUNI, the Interim General Manager of MUNI—where after two weeks he declared himself a complete success and Muni permanently fixed, the Director of the SF Film Commission, the Press Secretary for Mayor Willie Brown, and finally a Communications Consultant for only the best and most worthy causes that are willing to pay his retainer.

WHEREAS PJ is known far and wide for his cutting one-liners such as: ""I would liken having the Board of Supervisors sitting on the Housing Authority to replacing the National Security Council with the musical cast of 'Hair'," or "What you said would be compelling if any of it were true."

WHEREAS PJ is no longer the young, brash press agent in the 'A' crowd but is now the old, brash press agent in AARP;

WHEREAS the only thing sadder than PJ having to invite people to his own birthday party is how badly he screwed it up;

WHEREAS but here we are, nonetheless, because PJ our friend, the best in the business, and forever my "boo"

Now Therefore...

Conor Johnston

Consulting
www.cjohnstonconsulting.com
415-902-0307

Leger, Cheryl (BOS)

From: Anonymous <arecordsrequestor@protonmail.com>
Sent: Wednesday, January 8, 2020 2:43 PM
To: SOTF, (BOS); MayorSunshineRequests, MYR (MYR); Heckel, Hank (MYR)
Subject: SOTF 19091 - summary for the hearing
Attachments: signature.asc

SOTF [for the 19091 file],

In their Sept. 4 formal response, the Respondents do not deny our allegation of a SFAC 67.26 violation. Furthermore, the Supervisor of Records stated on Sept. 5 in response to my petition that the Mayor's Office would indeed provide legal basis for each redaction. As of January 8, 2020 individual redaction reasons (or a key between the redactions and the original July generic lists of reasons) have still never been provided to us. Thus, you should take the SFAC 67.26 allegations as proven.

SFAC 67.26 further requires that only the minimal exempt portion of records be withheld. We will discuss only non-metadata violations (images, color, URLs, attachments). A further Supervisor of Records response on Oct. 10 and a simultaneous production by Respondents disclosed an additional attachment that had been withheld since July for unknown reasons. For these further reasons, you should take the SFAC 67.26 allegations as proven. We shall present at the hearing additional evidence of non-minimal withholding.

Negotiations in this case to avoid an SOTF Order have failed. Regardless of if or when a complete response is now eventually provided, we will maintain our allegations.
Minimal withholding and footnotes or other clear references are not due half a year after the request - they are due with every single Sunshine response, which the Mayor's Office resists. This is not an optional part of the Sunshine Ordinance. We will continue to file complaints against the Mayor's Office until they comply with all Sunshine obligations, without exception or delay.

We ask that you find Respondents violated SFAC 67.26, order them to either disclose (to achieve minimal withholding) or provide a clear reference to a justification for each and every withholding of non-metadata information, and send this File to the Compliance committee to ensure Respondents comply completely within 5 business days pursuant to law.

FYI:

Metadata for 19091 was split by SOTF into File 20006 (previously known as File 19109).
I have introduced new complaints, that do not yet have file numbers, for the Mayor's Office's failure to maintain and disclose govt records on personal WhatsApps, and City of San Jose failures.

Therefore 19091 now considers solely SFAC 67.26 non-metadata allegations (and associated timeliness violations) and those are the only violations we will ask you to find.

NOTE: Nothing herein is legal, IT, or professional advice of any kind. The author disclaims all warranties, express or implied, including but not limited to all warranties of merchantability or fitness. In no event shall the author be liable for any special, direct, indirect, consequential, or any other damages whatsoever. The digital signature, if any, in this email is not an indication of a binding agreement or offer; it merely

authenticates the sender. Please do not include any confidential information, as I intend that these communications with the City all be disclosable public records.

Sincerely,

Anonymous

Leger, Cheryl (BOS)

From: Anonymous <arecordsrequestor@protonmail.com>
Sent: Monday, January 6, 2020 10:50 AM
To: SOTF, (BOS)
Subject: Re: New complaint vs Mayor's Office re: City of San Jose
Attachments: signature.asc

Correct, they have two distinct sets of respondent individuals. It may be useful to schedule them on same day If possible though. Mr. Heckel is familiar with the issues in both.

Sent from ProtonMail mobile

-------- Original Message --------
On Jan 6, 2020, 10:11 AM, SOTF, (BOS) < sotf@sfgov.org> wrote:

Dear Anonymous:

Are you submitting two separate complaints against the Mayor's Office? Please advise. Thank you.

Cheryl Leger
Assistant Clerk, Board of Supervisors
Tel: 415-554-7724

Click here to complete a Board of Supervisors Customer Service Satisfaction form.

The Legislative Research Center provides 24-hour access to Board of Supervisors legislation, and archived matters since August 1998.

Disclosures: Personal information that is provided in communications to the Board of Supervisors is subject to disclosure under the California Public Records Act and the San Francisco Sunshine Ordinance. Personal information provided will not be redacted. Members of the public are not required to provide personal identifying information when they communicate with the Board of Supervisors and its committees. All written or oral communications that members of the public submit to the Clerk's Office regarding pending legislation or hearings will be made available to all members of the public for inspection and copying. The Clerk's Office does not redact any information from these submissions. This means that personal information—including names, phone numbers, addresses and similar information that a member of the public elects to submit to the Board and its committees—may appear on the Board of Supervisors website or in other public documents that members of the public may inspect or copy.

From: Anonymous <arecordsrequestor@protonmail.com>
Sent: Saturday, January 4, 2020 5:07 PM
To: SOTF, (BOS) <sotf@sfgov.org>; Heckel, Hank (MYR) <hank.heckel@sfgov.org>; MayorSunshineRequests, MYR (MYR) <mayorsunshinerequests@sfgov.org>
Subject: New complaint vs Mayor's Office re: City of San Jose

Please provide me a file number and CC 76434-70600365@requests.muckrock.com on the notice of complaint. I will fill out your form.

NOTE: This complaint is distinct from the one filed from the same email address earlier today - they can't be combined due to having different sets of respondents.

Complainant: 76434-70600365@requests.muckrock.com (Anonymous)

Respondents: Mayor London Breed, Sean Elsbernd, Andres Power, Andrea Bruss, Marjan Philhour, Jeff Cretan, Sophia Kittler, Hank Heckel, Office of Mayor

Allegations: SFAC 67.21(b, c, k), 67.27, 67.26: failing to respond to two records requests in a timely and complete manner, failing to assist, failing to comply with *City of San Jose v Superior Court (2017)*, failing to justify withholding, and non-minimal withholding

Complaint attached.

NOTE: Nothing herein is legal, IT, or professional advice of any kind. The author disclaims all warranties, express or implied, including but not limited to all warranties of merchantability or fitness. In no event shall the author be liable for any special, direct, indirect, consequential, or any other damages whatsoever. The digital signature, if any, in this email is not an indication of a binding agreement or offer; it merely authenticates the sender. Please do not include any confidential information, as I intend that these communications with the City all be disclosable public records.

Sincerely,

Anonymous

Leger, Cheryl (BOS)

From: Anonymous <arecordsrequestor@protonmail.com>
Sent: Wednesday, January 8, 2020 12:58 AM
To: SOTF, (BOS)
Subject: SOTF 19044 and 19091
Attachments: signature.asc

Ms. Leger,

1. As a note, 19044 was postponed **twice** by Respondents before (July 3 and June 25) and I will not consent to any further postponements, as the City Attorney attempts to further obstruct my right of public access.

2. Please provide any updated DCA memos or City responses for 19044 and 19091. If the City/DCAs hasn't added anything to these files after Oct. 2 and Oct. 15 respectively, I don't need anything.

3. Please dismiss Tyrone Jue as a respondent from 19091.

4. Is SOTF 19109 still in your case list? Your minutes state that 19109 is the metadata portion of my case 19091, but your tracking spreadsheet says someone else got that number 19109. I don't want to lose my case there.

NOTE: Nothing herein is legal, IT, or professional advice of any kind. The author disclaims all warranties, express or implied, including but not limited to all warranties of merchantability or fitness. In no event shall the author be liable for any special, direct, indirect, consequential, or any other damages whatsoever. The digital signature, if any, in this email is not an indication of a binding agreement or offer; it merely authenticates the sender. Please do not include any confidential information, as I intend that these communications with the City all be disclosable public records.

Sincerely,

Anonymous

Leger, Cheryl (BOS)

From: 76434-70600365@requests.muckrock.com
Sent: Tuesday, October 29, 2019 8:09 PM
To: SOTF, (BOS)
Subject: RE: California Public Records Act Request #19091

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

October 29, 2019

This is a follow up to request number 19091:

FILE 19091

SOTF,

Please docket 19091 to the full task force at your earliest convenience in queue order.

There is no metadata issue in this case (that was divided to 19109).

There will also be no compromise in Case 19091.

Please caption the full case name on the agenda to give proper notice to all respondents, even if Mr. Heckel represents all of them: 19091 Anonymous v. Office of the Mayor, London Breed, Hank Heckel, Tryone Jue, Sean Elsbernd, Andres Power, Andrea Bruss, Marjon Philhour, Jeff Cretan, Sophia Kittler, just as your DCA listed it.

Sincerely,
Anonymous

Filed via MuckRock.com
E-mail (Preferred): 76434-70600365@requests.muckrock.com
Upload documents directly:
https://accounts.muckrock.com/accounts/login/?url_auth_token=AAAxJKbo2Vje5U7JJilkNXflXyg%3A1iPeMJ%3A7g_cgkyLB5tFgaSVCaQb0ExfUng&next=https%3A%2F%2Fwww.muckrock.com%2Faccounts%2Flogin%2F%3Fnext%3D%252Faccounts%252Fagency_login%252Foffice-of-the-mayor-3891%252Femail-and-electronic-communications-audit-sf-mayor-76434%252F%253Femail%253Dsotf%252540sfgov.org
Is this email coming to the wrong contact? Something else wrong? Use the above link to let us know.

For mailed responses, please address (see note):
MuckRock News
DEPT MR 76434
411A Highland Ave
Somerville, MA 02144-2516

PLEASE NOTE: This request is not filed by a MuckRock staff member, but is being sent through MuckRock by the above in order to better track, share, and manage public records requests. Also note that improperly addressed (i.e., with the

requester's name rather than "MuckRock News" and the department number) requests might be returned as undeliverable.

On Oct. 29, 2019:
Subject: RE: California Public Records Act Request #19091
No response from you having been received, I am no longer willing to compromise on any part of case 19091.

I will pursue all parts of these records and all violations. For your information, the email metadata portion is split into case 19109, which I will also pursue to its conclusion.

Sincerely,
Anonymous

On Oct. 22, 2019:
Subject: RE: California Public Records Act Request #19091
FILE 19091

** NOTE: Please redact all responses correctly. This is a public mailbox, and all of your responses (including disclosed records) may be automatically and instantly available to the general public on the MuckRock.com service used to issue this request (though I am not a MuckRock representative). **

Mr. Heckel,

Sorry for the delay on the compromise, I needed to review the audio from the hearing.

It doesn't actually appear the City would be willing to admit any violations.

From a housekeeping perspective however here is a smaller version of my proposal:
- City respondents in 19091 admit a violation of SFAC 67.26 (re: clear reference justification of every redaction) and stipulate to a finding and order as such by the Task Force.
- I will note that the Sup. of Records stated in denying my petition that Respondents had agreed to identity those justification references, but this has not happened to my knowledge.
- If the Task Force agrees, makes the motion, and issues the associated order, I waive specific justifications per redactions for all emails in 19091 already provided EXCEPT for 25 emails (out of hundreds) that I would specify. I would still need specific redactions for all non-email records and any other emails you have not yet provided at this time that are ordered released or that you voluntarily turn over after this point.
- This should save the City labor time and give me certainty and save argument time. I am quite confident SOTF would find this violation regardless of the City's admission, especially given the Sup of Records letter.
- This has no effect on other allegations or other cases.

I am happy to do a similar compromise for other allegations in 19091 as well, if you want. (For example, if Respondents admit a violation of SFAC 67.21(k) (via Gov Code 6253(b) for 'exact copies') for printing and scanning records instead of providing text PDFs, then only those same 25 emails would need to be re-produced, etc. just as above). Please let me know if you wish to consider these avenues. I do want to be clear that the SOTF's finding/order is important to me because it is needed to establish that the Sup. of Records' rulings are wrong.

You brought up that these were not willful: I want to be clear that I am not in this case 19091 alleging any willful violations, but the SOTF routinely finds violations even when they are not willful (as they must). Willfulness is not a requirement for a Sunshine violation as far as I know.

My opinion is not that your office (or generally the City) is usually willfully violating Sunshine laws, but instead lacks the tools or policies to ensure consistent production of public records both efficiently and safely - its not merely a metadata issue, but broadly speaking. The City should have city-wide policies that allow it to meet Sunshine requirements without extraordinary labor, but the City must also not be perversely incentivized to avoid buying/creating the tools that would allow it to efficiently produce records in order to claim difficulty. I will be discussing some of this at SOTF tomorrow as technology can help the City in doing this. For example see https://sfgov.org/sunshine/sites/default/files/it102219_item5.pdf#page=85 which will be presented tomorrow.

Sincerely,
Anonymous

On Oct. 17, 2019:
Subject: RE: California Public Records Act Request #19091
Mr. Young,

Also, for both the new metadata case number, and old case 19091, the correct docket on the agenda needs to be as follows. Your DCA memo has correctly stated this, and that there is jurisdiction over each named respondent.

Please correct 19091 (and the new divided case) to be:
Anonymous v. Office of the Mayor, London Breed, Hank Heckel, Tryone Jue, Sean Elsbernd, Andres Power, Andrea Bruss, Marjon Philhour, Jeff Cretan, Sophia Kittler

As I believe you indicated to me on Oct. 8, I have the right to choose to name the respondents as I wish, and each of those respondents have personal custody over their own records, and were properly named in my complaint originally.

Thanks,
Anonymous

On Oct. 17, 2019:
Subject: RE: California Public Records Act Request #19091
SOTF,

You recently administratively divided a portion of case 19091 for email headers and .msg and .eml formats. Please continue to use this email address, and not my general one, for that new case number.

Thanks,
Anonymous

On Oct. 17, 2019:
Subject: RE: California Public Records Act Request #19091
Re: ICS: If you are able to supplement the Oct 22 record with a redacted ICS file, I would ask that you also add to the record the ICS fully released by DPW: (https://sanfrancisco.nextrequest.com/documents/1670072) so that SOTF can compare them. I would rather the SOTF get maximum information regardless of when it does so.

Re: This case 19091: I will send a proposal later today and we can negotiate if the City is willing.

Thanks,

Anonymous

On July 2, 2019:
Subject: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)
RE: Email and Electronic Communications Audit

To Whom It May Concern:

** NOTE: this is a public mailbox, and all of your responses (including disclosed records) may be automatically and instantly available to the general public on the MuckRock.com service used to issue this request (though I am not a MuckRock representative). **

We request under the San Francisco Sunshine Ordinance (Ordinance) and the California Public Records Act (CPRA) the following items from the Mayor's Office.
Similar requests were recently made of the Board of Supervisors and Clerk. If a person has multiple email addresses (including but not limited to email aliases), 10 emails from each are requested. For example the Mayor may have a public-facing email alias and also an email address she uses to do business internally- 10 from each are requested. Please do not include spam or product advertisement emails.

We remind you of your obligations to provide electronic records in the original format you hold them in. Therefore, e-mails exported in the .eml or .msg format with all non-exempt headers, metadata, attachments, etc. are best. However, if you choose to convert emails, for example, to PDF or printed format, to easily redact them, you must ensure that you have preserved the full content of the original email record (as specified in request "A"), which contains many detailed headers beyond the generally used From/To/Subject/Sent/etc. For the chat apps, a screenshot or print-out is acceptable.

If you use PDF, use properly redacted searchable or text pdfs. Please don't use image PDFs to make it harder to analyze the records.
If you provide PDFs instead of original email files, only give a few of the headers or lacking attachments/images, and/or improperly withhold public records that exist on private accounts/devices you may be in violation of SF Admin Code and/or CPRA, and we may challenge your decision at the Sunshine Ordinance Task Force, Supervisor of Records, judicially, and/or via any other remedies available to us. I currently have pending petitions to the Task Force and Supervisor of Records to correct prior disclosure failures of electronic information from your and other SF agencies.

You must justify all withholding.

Provide records in a rolling fashion. Do not wait for all records to be available.

Please provide only those copies of records available without any fees. If you determine certain records would require fees, please instead provide the required free notice of which of those records are available and non-exempt for inspection in-person if we so choose. Please use email to respond.

I look forward to your prompt disclosure.

PART 1 - Email

A. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails

RECEIVED BY EACH OFFICIAL government email account of
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

B. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails SENT FROM EACH OFFICIAL government email account of
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

C. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails IN THE DRAFT or OUTBOX folder of EACH OFFICIAL government email account of the following. Please remember the special Sunshine exceptions to CPRA draft withholding under SF Admin Code 67.24(a).
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

D. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails regarding the public's business (specifically those disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017)) SENT FROM EACH PERSONAL email account(s) of the following officials, TO/CC/BCC any sfgov.org email address. If NO such emails exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

E. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails

regarding the public's business (specifically those disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017)) RECEIVED BY EACH PERSONAL email account(s) of the following officials, FROM any sfgov.org email address. If NO such emails exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

PART 2 - Chat/Messaging

As used below "Conversations" include but are not limited to any metadata records showing that a conversation had taken place but is now deleted (due to expiration for example).
Various types of apps are mentioned below.

A. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Facebook Messenger]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

B. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Telegram]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

C. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Slack]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'

4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

D. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Google Hangouts]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

E. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Signal]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

F. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [SMS/MMS/text messages]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

G.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [Facebook Messenger], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.

1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

H.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [Telegram], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

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1. Mayor Breed
2. Chief of Staff
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5. Communications Director
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7. Mayor's Liaison to the Board of Supervisors
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1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director

7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

K.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [Signal], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

L.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [text/SMS/MMS messaging], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

PART 3: all instruments used to inquire of each official as to whether they possess any responsive records above, and all of their responses

Sincerely,
Anonymous

Filed via MuckRock.com
E-mail (Preferred): 76434-70600365@requests.muckrock.com
Upload documents directly:
https://accounts.muckrock.com/accounts/login/?url_auth_token=AAAxJKbo2Vje5U7JJiIkNXfIXyg%3A1iPeMJ%3A7g_cgkyLB5tFgaSVCaQb0ExfUng&next=https%3A%2F%2Fwww.muckrock.com%2Faccounts%2Flogin%2F%3Fnext%3D%252Faccounts%252Fagency_login%252Foffice-of-the-mayor-3891%252Femail-and-electronic-communications-audit-sf-mayor-76434%252F%253Femail%253Dsotf%252540sfgov.org
Is this email coming to the wrong contact? Something else wrong? Use the above link to let us know.

For mailed responses, please address (see note):
MuckRock News
DEPT MR 76434

411A Highland Ave
Somerville, MA 02144-2516

PLEASE NOTE: This request is not filed by a MuckRock staff member, but is being sent through MuckRock by the above in order to better track, share, and manage public records requests. Also note that improperly addressed (i.e., with the requester's name rather than "MuckRock News" and the department number) requests might be returned as undeliverable.



Leger, Cheryl (BOS)

From: Anonymous <arecordsrequestor@protonmail.com>
Sent: Thursday, October 24, 2019 3:14 PM
To: SOTF, (BOS)
Subject: RE: SOTF Admin - Case Management

Mr. Young and I previously conferred regarding the state of my cases and where there are metadata issues.

I believe my cases are now in the following state. If you believe otherwise, please do let me know.

- 19047 - On Oct 24, Order issued; completed for now, until Mayor's office gives redacted non-Prop G and ICS records
- 19044 - On Oct. 2, Referred by SOTF to IT committee for email metadata discussion, which created new file 19105
- ---
- 19089 - On Sept. 24, Referred by committee to full SOTF (no metadata)
- 19091 - On Oct. 15, Referred by committee to full SOTF (no metadata)
- 19091-B (you haven't given me a new case number) - On Oct. 15, a new file was divided from 19091 to send the email metadata portion to IT committee while 19091 continues to full SOTF
- 19094 - On Oct. 15, Referred by committee to full SOTF (no metadata)
- 19095 - On Oct. 22, Referred by committee to full SOTF (no metadata)
- ---
- 19097 - Waiting for committee (a few non-metadata issues, but mostly metadata issues, probably easiest to send the whole file to IT committee)
- 19098 - Waiting for committee (lots of non-metadata issues; a few metadata issues, which should be split off into its own file and sent to IT committee)
- 19103 - Waiting for committee (no metadata), respondent has not responded to SOTF by due date
- 19108 - Waiting for committee (no metadata), respondent has not responded to SOTF by due date

Thanks,

Anonymous

------- Original Message -------
On Thursday, October 3, 2019 6:08 PM, Anonymous <arecordsrequestor@protonmail.com> wrote:

> Thank you. Until I hear otherwise, I still intend to present 19091 and 19094 as agendized to Oct. 15 and will have documents to you by the deadline. (19095 is not about email headers as stated previously.)
>
> Re: the other complaints: If the Technology Committee will hear 19044 (as referred), 19097, and 19098 and make whatever splitting decisions it needs to, that makes sense. There is no justification however to delay the numerous non-email-header issues in 19097 and 19098.
>
> Please let me know your conclusion when you have one.
>
> Thanks,
> Anonymous

------- Original Message -------
On Thursday, October 3, 2019 4:58 PM, SOTF, (BOS) <sotf@sfgov.org> wrote:

Anonymous:

I will work with Chair Wolfe to determine the best way to handle 19097, 19098 and the other complaints. Please note that the Technology Committee can also hear complaints and divide the issues at their discretion.

Victor Young
Assistant Clerk

Board of Supervisors
phone 415-554-7723 | fax 415-554-5163

victor.young@sfgov.org | www.sfbos.org

From: Anonymous <arecordsrequestor@protonmail.com>
Sent: Thursday, October 3, 2019 3:45 PM
To: SOTF, (BOS) <sotf@sfgov.org>; Young, Victor (BOS) <victor.young@sfgov.org>
Cc: Calvillo, Angela (BOS) <angela.calvillo@sfgov.org>
Subject: RE: SOTF Admin - Case Management 19089, 19091, 19094, 19095, 19097, and 19098

** For inclusion in all file numbers in the subject line, and for (acting) Administrator response **

Thanks! 2 corrections I believe:

1) 19095 has no email header allegations so I believe it should go only to the normal committee on Oct. 22 and not to TBD Technology.

2) 19097 and 19098 should also be in the normal queue to be heard for jurisdiction at the (non-Technology) committee whenever the agenda permits -- just like 19091, they have numerous non-email-header allegations and the (non-Technology) Committee I assume can split the files and refer the email header issues to Technology Committee while sending the remainder to SOTF (if they find jurisdiction).

Thanks,

Anonymous

------- Original Message -------

On Thursday, October 3, 2019 3:25 PM, SOTF, (BOS) <sotf@sfgov.org> wrote:

> Anonymous:
>
> Regarding the October 15, 2019, Complaint Committee Meeting:
>
> 19091 - We will present to possibility of divide the file during the meeting.
>
> 19094 – Will proceed as scheduled.
>
> October 22, 2019, File No. 19095, Compliance and Amendments Committee Meeting
>
> 19095 – tentatively scheduled for hearing

TBD Technology Committee

19097

19098

19095

19044 (heard by the SOTF and referred to the Technology Committee)

TBD SOTF

19089- previously heard and committee and pending scheduling before the SOTF.

Please contact me if my understanding is incorrect.

Victor Young

Assistant Clerk

Board of Supervisors

phone 415-554-7723 | fax 415-554-5163

victor.young@sfgov.org | www.sfbos.org

From: Anonymous <arecordsrequestor@protonmail.com>

Sent: Thursday, October 3, 2019 1:41 PM

To: Young, Victor (BOS) <victor.young@sfgov.org>; SOTF, (BOS) <sotf@sfgov.org>

Subject: SOTF Admin - Case Management 19089, 19091, 19094, 19095, 19097, and 19098

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

** For inclusion in all file numbers in the subject line, and for (acting) Administrator response **

Please see and respond as needed on separate threads for 19047 and 19044, sent earlier today, to keep everything well-organized.

Mr. Young,

Thank you for your work last evening, and for the task force's extensive investigation as well. I understand it is 'after hours' for you, and the commissioners are volunteers and these meetings can go on for a long time.

You pointed out during the hearing we should discuss the disposition of my other pending cases re: IT Committee referral. (As a disclaimer, I have a right to remain anonymous and have no legal obligation to acknowledge that various anonymous requests are from the same person; while I am voluntarily indicating that I am the same anonymous complainant below, I am under no obligation to do so in the future, nor do I voluntarily undertake any such obligation in the future or in any case not specifically numbered below. Please do not simply assume all anonymous complaints are from me, or impute responsibility for them to me.)

The following are some of my pending cases with a summary of the allegations (the summaries are not exhaustive and not limiting):

- **19089** vs City Atty - jurisdiction found, awaiting Full Task Force - subject matter: whether the Supervisor of Records must provide timely/complete determinations to petitions under 67.21(d) in 10 days
- **19091** vs Mayor - on committee Oct. 15 - subject matter: use of secret chat apps; violations of City of San Jose v Superior Court (Smith, 2017); images and attachments withheld; text messages withheld; email addresses withheld; and email headers withheld

- **19094** vs Dept of Tech. - on committee Oct. 15 - subject matter: failure to immediately respond; violations of 67.21(k) incorporating by reference CPRA Gov Code 6270.5; withholding parts of the enterprise system catalog/SB 272
- **19095** vs City Atty - awaiting Committee - subject matter: violations of 67.21(k) incorporating by reference CPRA Gov Code 6270.5, withholding parts of the enterprise system catalog/SB 272
- **19097** vs Dept of Public Works - awaiting committee - subject matter: violations of City of San Jose v Superior Court (Smith, 2017); images and hyperlinks withheld; email addresses withheld; and email headers withheld
- **19098** vs Police Dept - awaiting committee - subject matter: timeliness; failure to justify redactions; violations of City of San Jose v Superior Court (Smith, 2017); images and hyperlinks withheld; text messages withheld; email addresses withheld; and email headers withheld

Therefore, 19089, 19094, and 19095 should proceed completely unaffected.

I would suggest that the Oct. 15 committee use its power at the hearing to split 19091 into two files, a new file (say 19091-B) for the email headers allegation sent to the IT committee for its recommendation for overall city guidelines, and keep all the other important allegations in 19091 which should proceed undelayed.

I would suggest that 19097 and 19098 are similarly split at initial committee.

Some upcoming un-filed complaints may involve (without limitation): police misconduct records, secrecy of City contracts, secrecy of City financials, use of non-profits as a shield, privatized govt functions; improper use of Attorney-Client privilege, and more. I intend to continue to file requests, and if needed complaints, comprehensively auditing all parts of the City's public records regime, and subject to SFAC 67.21(e) requiring Task Force determination within 45 days, and I expect my complaints continue to be fairly heard in my "queue" order, subject to your 2-item-per-meeting procedure, and not delayed based on my identity.

In some of the future cases, a portion will again be related to email headers (simply because the evidence of what the govt is doing is usually *in* the emails), but the remainder will not be. I assume your committees will split them if and as needed. However I intend to file them before the IT committee recommendation is complete because the Respondent is always required to respond within 5 business days and is on notice that they should not destroy responsive records, and to

preserve any statutes of limitation if imposed by future Court proceedings.

I will call later today if I don't hear from you by email, as I need to start working on the correct set of case presentations.

Thanks a lot!

Anonymous

Leger, Cheryl (BOS)

From:	Anonymous <arecordsrequestor@protonmail.com>
Sent:	Saturday, October 19, 2019 11:24 PM
To:	SOTF, (BOS)
Subject:	SOTF 19047, 19091, 19097, 19098 - Documentation to add
Attachments:	LOC-EML.pdf; LOC-MSG.pdf

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

Please enter the attached documents into the following file numbers, along with this transmittal email.

19047, 19091, 19097, 19098

The attached documents are the US Library of Congress's description of .EML and .MSG email file formats.

In addition, please let me know the new divided File # for the email metadata issues split out from 19091, and also add the attached documents to whatever that new file number is.

An acknowledgment would be appreciated.

Thanks,

Anonymous

Sustainability of Digital Formats: Planning for Library of Congress Collections

Email (Electronic Mail Format)

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- Sustainability factors
- Quality and functionality factors
- File type signifiers
- Notes
- Format specifications
- Useful references

Format Description Properties

- ID: fdd000388
- Short name: EML
- Content categories: text, email
- Format Category: file-format
- Other facets: unitary, binary, structured, symbolic
- Last significant FDD update: 2014-04-01
- Draft status: Full

Identification and description

Full name	Email (Electronic Mail Format)
Description	EML, short for electronic mail or email, is a file extension for an email message saved to a file in the Internet Message Format protocol for electronic mail messages. It is the standard format used by Microsoft Outlook Express as well as some other email programs. Since EML files are created to comply with industry standard RFC 5322, EML files can be used with most email clients, servers and applications. See IMF for a description of the message syntax. EML files typically store each message as a single file (unlike MBOX which concatenates all the messages from a folder into one file), and attachments may either be included as MIME content in the

	message or written off as a separate file, referenced from a marker in the EML file.
Relationship to other formats	
Defined via	IMF, Internet Mail Format

Local use

LC experience or existing holdings	
LC preference	

Sustainability factors

Disclosure	Partially documented through RFC 5322 but documentation about EML specifically is not readily available.
Documentation	There is no known specification that defines EML as a file format to store email messages on a file system although it is commonly considered to be an extension of IMF as defined in RFC 5322.
Adoption	Besides the Microsoft Outlook Express, EML files can be opened using most email clients, such as Microsoft Outlook, Microsoft Entourage, Mozilla Thunderbird, Apple Mail, or IncrediMail. Since EML files are plain text and formatted much like MHT (MIME HTML) files, they can also be opened directly in the Internet Explorer, Mozilla Firefox and Opera, by first changing the file extension from .eml to .mht. It is also possible to view EML files using notepad or any other text editor. Windows 8, however, does not natively support EML in the built in Mail application so an EML Viewer was developed in order to support reading EML files. Prom reports that MBOX and EML have "achieved a certain status as de facto standards because most modern email clients and servers can import and export one or both of the formats" including Thunderbird, Apple Mail, Outlook and Eudora. In addition, external programs such as Aid4Mail, Emailchemy and Xena can convert between the two formats and numerous proprietary formats. Once in an MBOX or EML format, the data can be parsed into XML using standardized schemas. Harvard University Libraries' Electronic Archiving System (EAS) normalizes email messages to EML.
Licensing and patents	None
Transparency	EML files are usually simple text files and can be opened in Notepad or a web browser, either by changing the extension from eml to txt or HTML, or by changing the file association to Notepad.
Self-documentation	See IMF

External dependencies	None
Technical protection considerations	None

Quality and functionality factors

File type signifiers and format identifiers

Tag	Value	Note
Filename extension	eml	
Internet Media Type	message/rfc822	This is the common MIME type for all formats based on RFC 822.
Pronom PUID	See note.	No corresponding PUID because EML is based on IMF
Wikidata Title ID	See note.	See IMF

Notes

General	
History	

Format specifications

- See IMF

Useful references

URLs

- PRONOM entry for fmt/278 (http://nationalarchives.gov.uk/PRONOM/fmt/278). Information in PRONOM from the UK National Archives about Internet Message Format which defines EML. PUID: fmt/278
- Internet mail message header format (http://cr.yp.to/immhf.html). Describes format of an Internet mail message header
- Archivematica Email Preservation (https://wiki.archivematica.org/Email_preservation). Brief formats descriptions including EML
- Wikipedia Email (http://en.wikipedia.org/wiki/Email). Includes discussion of many email formats including EML
- EML file extension - Email message file (http://www.file-extensions.org/eml-file-extension).

- Preserving Email: DPC Technology Watch report 2011 by Christopher J. Prom (http://dx.doi.org/10.7207/twr11-01). Excellent coverage of issues with preserving email.

Last Updated: 06/06/2018

Digital Preservation Home | Digital Formats Home

Sustainability of Digital Formats: Planning for Library of Congress Collections

Microsoft Outlook Item (MSG)

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- Identification and description
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- Sustainability factors
- Quality and functionality factors
- File type signifiers
- Notes
- Format specifications
- Useful references

Format Description Properties

- ID: fdd000379
- Short name: MSG
- Content categories: text, email
- Format Category: file-format
- Other facets: unitary, binary, structured, symbolic
- Last significant FDD update: 2014-03-28
- Draft status: Full

Identification and description

Full name	Microsoft Outlook Item (MSG)
Description	The Outlook Item MSG (.msg) file format is a syntax for storing a single Message object, such as an email, an appointment, a contact, a task, and so on, in a file. Any properties that are present on the Message object, including Attachment objects, are also present in the MSG file. MSG is based on the CFB_3 format which implements a simplified file system through a hierarchical collection of storage objects and stream objects which behave as directories and files, respectively within a single file. Message files contain objects which contain properties and collections of properties. For all intents and purposes,

	objects are represented by storages and properties are represented and reside in streams. MSG specifies five storage elements, each representing one major component of the Message object and a number of streams are contained within those storages, each stream representing a property (or a set of properties) of that component. The storages are: • Recipient object storage • Attachment object storage • Embedded Message object storage • Custom attachment storage • Named property mapping storage The numbers and types of storages and streams present in a MSG file depend on the type of Message object, the number of Recipient objects and Attachment objects it has, and other properties. Properties define attributes of the object like the sender email, whether a read receipt was requested by the sender, whether this message was auto forwarded, an attachment's filename, etc. String properties in MSG must be either Unicode or non-Unicode. The .msg File Format does not allow the presence of both simultaneously.
Production phase	MSG files provide a mechanism for the storage of an email message, an appointment, a contact, or a task within a file system.
Relationship to other formats	
Defined via	CFB_3, Compound File Binary File Format, Version 3
Defined via	CFB_4, Compound File Binary File Format, Version 4

Local use

LC experience or existing holdings	
LC preference	

Sustainability factors

Disclosure	Fully documented. Proprietary file format developed by Microsoft.
Documentation	[MS-OXMSG]: Outlook Item (.msg) File Format specification available from Microsoft.
Adoption	MSG is implemented in the following Microsoft products: Microsoft Exchange Server 2003-2013 and Microsoft Office Outlook 2003-2013.
Licensing and patents	The MSG format specification is covered by the Microsoft Interoperability Program. See Useful references below. Microsoft

	claims no patents in the MSG format. Patents and licenses may apply to some operations and protocols that are used by Microsoft in its electronic mail products and that the MSG format is designed to support. In late 2015, the only patents listed by Microsoft as associated with the related protocol specifications listed in this format description are associated with operational systems for managing messages according to a retention policy: US 8620869 B2 -- Techniques to manage retention policy tags; and US 20140095641 A1 -- Techniques to manage retention policy tags.
Transparency	A .msg file can be saved in Outlook or compatible email client and then viewed in an hex editor or binary file parser.
Self-documentation	See CFB_3
External dependencies	None
Technical protection considerations	None

Quality and functionality factors

File type signifiers and format identifiers

Tag	Value	Note
Filename extension	msg	From specification
Internet Media Type	application/vnd.ms-outlook	Not registered with IANA but listed on MIME Types by Content Type.
File signature		See CFB_3

Notes

General	Microsoft reports that there are scenarios for which storing a Message object in the MSG format would not be advisable: • Maintaining a large standalone archive. A better option would be a more full-featured format that can render views more efficiently. • Sending information to an unknown receiver. In this scenario, it is possible that the format is not supported by the receiver or that information that is private or irrelevant might be transmitted. MSG provides some security mechanisms for ensuring that clients read the correct number of bytes from constituent streams. • In the case of multiple-valued variable length properties, the length stream contains the lengths of each value. Clients can

	compare the lengths obtained from there with the actual length of the value streams. If they are not in sync, it can be assumed that there is data corruption. • In case of the strings, stream entries are stored prefixed with their lengths; and if any inconsistency is detected, clients can assume that there is data corruption.
History	

Format specifications [i]

- [MS-OXMSG]: Outlook Item (.msg) File Format (https://msdn.microsoft.com/en-us/library/cc463912.aspx). Format specification from Microsoft. Document covered by Microsoft Interoperability Program. No patents are associated with this specification..
- Property schemas for MSG Message objects are defined by separate documents. These protocol specifications are covered by the Microsoft Interoperability Program. See Useful References below. The only associated patents listed by Microsoft relate to active operation of a mail system that uses tags to manage and expire messages in line with a retention policy.
  - [MS-OXCMSG]: Message and Attachment Object Protocol (https://msdn.microsoft.com/en-us/library/cc463900.aspx). Specifies the basic property schema for a Message object
  - [MS-OXPROPS]: Exchange Server Protocols Master Property List (https://msdn.microsoft.com/en-us/library/cc433490.aspx). Specifies the basic property schema for a Message object and the default property schema for a Folder object

Useful references

URLs

- Helpful blog series from Microsoft Open Specifications Support Team Blog on MSG format
  - .MSG File Format (Part 1) (http://blogs.msdn.com/b/openspecification/archive/2009/11/06/msg-file-format-part-1.aspx). Overview of the MSG format
  - .MSG File Format, Rights Managed Email Message (Part 2) (http://blogs.msdn.com/b/openspecification/archive/2010/06/20/msg-file-format-rights-managed-email-message-part-2.aspx). General exploration of rights managed MSG email messages
  - .MSG File Format, Rights Managed Email Message (Part 3) (http://blogs.msdn.com/b/openspecification/archive/2011/06/14/msg-file-format-rights-managed-email-message-part-3.aspx). More detail about rights managed MSG email messages
- Links related to the Microsoft Interoperability Program, a documentation program designed in connection with the 2009 Interoperability Undertaking between Microsoft and the European Commission. Covers Exchange-Outlook protocols documentation.
  - Microsoft Interoperability Program. (https://msdn.microsoft.com/en-us/library/gg134029.aspx).
  - Microsoft Statement on European Commission Decision. December 2009. (http://news.microsoft.com/2009/12/16/microsoft-statement-on-european-commission-decision/).
  - Persistent Microsoft link to Microsoft Statement on European Commission Decision. December 2009. (http://go.microsoft.com/fwlink/?LinkId=179741).
  - Microsoft Open Specifications Programs: Patent Promises and Patents (https://msdn.microsoft.com/en-us/openspecifications/dn750984). Includes an interactive table that enables identification of any Microsoft patents or patent applications that Microsoft believes to be associated with a published specification.

- Microsoft Interoperability Program (MIP): Patent License and Covenant Agreements (https://msdn.microsoft.com/en-us/openspecifications/dn646762). See Patent Pledge for Open Source Developers.

- See also CFB_3

Last Updated: 05/18/2018

Digital Preservation Home | Digital Formats Home

Leger, Cheryl (BOS)

From: 76434-70600365@requests.muckrock.com
Sent: Thursday, October 17, 2019 7:06 PM
To: SOTF, (BOS)
Subject: RE: California Public Records Act Request #19091

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

October 17, 2019

This is a follow up to request number 19091:

Mr. Young,

Also, for both the new metadata case number, and old case 19091, the correct docket on the agenda needs to be as follows. Your DCA memo has correctly stated this, and that there is jurisdiction over each named respondent.

Please correct 19091 (and the new divided case) to be:
Anonymous v. Office of the Mayor, London Breed, Hank Heckel, Tryone Jue, Sean Elsbernd, Andres Power, Andrea Bruss, Marjon Philhour, Jeff Cretan, Sophia Kittler

As I believe you indicated to me on Oct. 8, I have the right to choose to name the respondents as I wish, and each of those respondents have personal custody over their own records, and were properly named in my complaint originally.

Thanks,
Anonymous

Filed via MuckRock.com
E-mail (Preferred): 76434-70600365@requests.muckrock.com
Upload documents directly:
https://accounts.muckrock.com/accounts/login/?url_auth_token=AAAxJKbo2Vje5U7JJiIkNXfIXyg%3A1iLHeM%3ATM8uz-EkRqtWWSoUVSoSsI7NgxI&next=https%3A%2F%2Fwww.muckrock.com%2Faccounts%2Flogin%2F%3Fnext%3D%252Faccounts%252Fagency_login%252Foffice-of-the-mayor-3891%252Femail-and-electronic-communications-audit-sf-mayor-76434%252F%253Femail%253Dsotf%25252540sfgov.org
Is this email coming to the wrong contact? Something else wrong? Use the above link to let us know.

For mailed responses, please address (see note):
MuckRock News
DEPT MR 76434
411A Highland Ave
Somerville, MA 02144-2516

PLEASE NOTE: This request is not filed by a MuckRock staff member, but is being sent through MuckRock by the above in order to better track, share, and manage public records requests. Also note that improperly addressed (i.e., with the requester's name rather than "MuckRock News" and the department number) requests might be returned as undeliverable.

On Oct. 17, 2019:
Subject: RE: California Public Records Act Request #19091
SOTF,

You recently administratively divided a portion of case 19091 for email headers and .msg and .eml formats. Please continue to use this email address, and not my general one, for that new case number.

Thanks,
Anonymous

On Oct. 17, 2019:
Subject: RE: California Public Records Act Request #19091
Re: ICS: If you are able to supplement the Oct 22 record with a redacted ICS file, I would ask that you also add to the record the ICS fully released by DPW: (https://sanfrancisco.nextrequest.com/documents/1670072) so that SOTF can compare them. I would rather the SOTF get maximum information regardless of when it does so.

Re: This case 19091: I will send a proposal later today and we can negotiate if the City is willing.

Thanks,

Anonymous

On Oct. 16, 2019:
Subject: RE: California Public Records Act Request #19091
Dear Anonymous,

Thank you for your offer of a compromise. I am happy to discuss this proposal and your related one regarding calendar ICS production. We are still in consultations regarding the latter item and so were unable to submit a new version today as you suggested. If we can come to some agreement, we can ask to supplement the record at SOTF in advance of the meeting.
Regards,

Hank Heckel
Compliance Officer
Office of the Mayor
City and County of San Francisco

On Oct. 15, 2019:
Subject: RE: California Public Records Act Request #19091
CASE 19091

Mr. Heckel,

I apologize for not submitting the compromise before the Task Force as I had not come up with the full idea early enough.

Let me know if a compromise in this case is something you are willing to discuss by email.

I do understand that this is work for you personally; unfortunately, I also have no way of verifying that the City in general meets its Sunshine obligations without actually making the requests and going through the records.

I have also made an offer on the calendar ICS production - please do read it over and respond on that specific thread if you are willing to do that.

Thanks,

Anonymous

On Oct. 11, 2019:
Subject: RE: California Public Records Act Request #19091
Thank you for fixing the errors.

However that is not how this works.
At the time of my petition, the City failed to disclose a record that in your own opinion was in fact public.
Therefore, you must issue the determination that the record was public, and must not deny my petition.
The words of 67.21(d) are very clear. You will shortly be cc-ed on a new complaint to the SOTF.

--Anonymous

On July 2, 2019:
Subject: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)
RE: Email and Electronic Communications Audit

To Whom It May Concern:

** NOTE: this is a public mailbox, and all of your responses (including disclosed records) may be automatically and instantly available to the general public on the MuckRock.com service used to issue this request (though I am not a MuckRock representative). **

We request under the San Francisco Sunshine Ordinance (Ordinance) and the California Public Records Act (CPRA) the following items from the Mayor's Office.
Similar requests were recently made of the Board of Supervisors and Clerk. If a person has multiple email addresses (including but not limited to email aliases), 10 emails from each are requested. For example the Mayor may have a public-facing email alias and also an email address she uses to do business internally- 10 from each are requested. Please do not include spam or product advertisement emails.

We remind you of your obligations to provide electronic records in the original format you hold them in. Therefore, e-mails exported in the .eml or .msg format with all non-exempt headers, metadata, attachments, etc. are best. However, if you choose to convert emails, for example, to PDF or printed format, to easily redact them, you must ensure that you have preserved the full content of the original email record (as specified in request "A"), which contains many detailed headers beyond the generally used From/To/Subject/Sent/etc. For the chat apps, a screenshot or print-out is acceptable.

If you use PDF, use properly redacted searchable or text pdfs. Please don't use image PDFs to make it harder to analyze the records.
If you provide PDFs instead of original email files, only give a few of the headers or lacking attachments/images, and/or improperly withhold public records that exist on private accounts/devices you may be in violation of SF Admin Code and/or CPRA, and we may challenge your decision at the Sunshine Ordinance Task Force, Supervisor of Records, judicially, and/or via any other remedies available to us. I currently have pending petitions to the Task Force and Supervisor of Records to correct prior disclosure failures of electronic information from your and other SF agencies.

You must justify all withholding.

Provide records in a rolling fashion. Do not wait for all records to be available.

Please provide only those copies of records available without any fees. If you determine certain records would require fees, please instead provide the required free notice of which of those records are available and non-exempt for inspection in-person if we so choose. Please use email to respond.

I look forward to your prompt disclosure.

PART 1 - Email

A. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails RECEIVED BY EACH OFFICIAL government email account of
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

B. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails SENT FROM EACH OFFICIAL government email account of
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

C. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails IN THE DRAFT or OUTBOX folder of EACH OFFICIAL government email account of the following. Please remember the special Sunshine exceptions to CPRA draft withholding under SF Admin Code 67.24(a).
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff

5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

D. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails regarding the public's business (specifically those disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017)) SENT FROM EACH PERSONAL email account(s) of the following officials, TO/CC/BCC any sfgov.org email address. If NO such emails exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

E. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails regarding the public's business (specifically those disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017)) RECEIVED BY EACH PERSONAL email account(s) of the following officials, FROM any sfgov.org email address. If NO such emails exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

PART 2 - Chat/Messaging

As used below "Conversations" include but are not limited to any metadata records showing that a conversation had taken place but is now deleted (due to expiration for example).
Various types of apps are mentioned below.

A. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Facebook Messenger]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director

7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

B. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Telegram]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

C. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Slack]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

D. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Google Hangouts]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

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1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director

7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

F. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [SMS/MMS/text messages]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

G.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [Facebook Messenger], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
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5. Communications Director
6. Policy Director

7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

PART 3: all instruments used to inquire of each official as to whether they possess any responsive records above, and all of their responses

Sincerely,
Anonymous

Filed via MuckRock.com
E-mail (Preferred): 76434-70600365@requests.muckrock.com
Upload documents directly:
https://accounts.muckrock.com/accounts/login/?url_auth_token=AAAxJKbo2Vje5U7JJiIkNXfIXyg%3A1iLHeM%3ATM8uz-EkRqtWWSoUVSoSsI7NgxI&next=https%3A%2F%2Fwww.muckrock.com%2Faccounts%2Flogin%2F%3Fnext%3D%252Faccounts%252Fagency_login%252Foffice-of-the-mayor-3891%252Femail-and-electronic-communications-audit-sf-mayor-76434%252F%253Femail%253Dsotf%252540sfgov.org
Is this email coming to the wrong contact? Something else wrong? Use the above link to let us know.

For mailed responses, please address (see note):
MuckRock News
DEPT MR 76434
411A Highland Ave
Somerville, MA 02144-2516

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Leger, Cheryl (BOS)

From: 76434-70600365@requests.muckrock.com
Sent: Thursday, October 17, 2019 5:25 PM
To: SOTF, (BOS)
Subject: RE: California Public Records Act Request #19091

Follow Up Flag: Follow up
Flag Status: Flagged

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

October 17, 2019

This is a follow up to request number 19091:

SOTF,

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Thanks,
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Upload documents directly:
https://accounts.muckrock.com/accounts/login/?url_auth_token=AAAxJKbo2Vje5U7JJilkNXflXyg%3A1iLG53%3Au0CmMqL2Ahg21PByQRNImQyLYPU&next=https%3A%2F%2Fwww.muckrock.com%2Faccounts%2Flogin%2F%3Fnext%3D%252Faccounts%252Fagency_login%252Foffice-of-the-mayor-3891%252Femail-and-electronic-communications-audit-sf-mayor-76434%252F%253Femail%253Dsotf%252540sfgov.org
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Compliance Officer
Office of the Mayor
City and County of San Francisco

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CASE 19091

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The words of 67.21(d) are very clear. You will shortly be cc-ed on a new complaint to the SOTF.

--Anonymous

On Oct. 10, 2019:
Subject: RE: California Public Records Act Request #19091
Thank you for identifying those inadvertent errors. Attached is a revised response. If the Mayor's Office has not produced the attachments you are expecting or withholds or redacts them based on an exemption, we can look into the issue.

Bradley Russi
Deputy City Attorney
Office of City Attorney Dennis Herrera
City Hall, Room 234
1 Dr. Carlton B. Goodlett Pl., San Francisco, CA 94102
www.sfcityattorney.org

On July 2, 2019:
Subject: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)
RE: Email and Electronic Communications Audit

To Whom It May Concern:

** NOTE: this is a public mailbox, and all of your responses (including disclosed records) may be automatically and instantly available to the general public on the MuckRock.com service used to issue this request (though I am not a MuckRock representative). **

We request under the San Francisco Sunshine Ordinance (Ordinance) and the California Public Records Act (CPRA) the following items from the Mayor's Office.
Similar requests were recently made of the Board of Supervisors and Clerk. If a person has multiple email addresses (including but not limited to email aliases), 10 emails from each are requested. For example the Mayor may have a public-facing email alias and also an email address she uses to do business internally- 10 from each are requested.
Please do not include spam or product advertisement emails.

We remind you of your obligations to provide electronic records in the original format you hold them in. Therefore, e-mails exported in the .eml or .msg format with all non-exempt headers, metadata, attachments, etc. are best.
However, if you choose to convert emails, for example, to PDF or printed format, to easily redact them, you must ensure that you have preserved the full content of the original email record (as specified in request "A"), which contains many detailed headers beyond the generally used From/To/Subject/Sent/etc. For the chat apps, a screenshot or print-out is acceptable.

If you use PDF, use properly redacted searchable or text pdfs. Please don't use image PDFs to make it harder to analyze the records.
If you provide PDFs instead of original email files, only give a few of the headers or lacking attachments/images, and/or improperly withhold public records that exist on private accounts/devices you may be in violation of SF Admin Code and/or CPRA, and we may challenge your decision at the Sunshine Ordinance Task Force, Supervisor of Records, judicially, and/or via any other remedies available to us. I currently have pending petitions to the Task Force and Supervisor of Records to correct prior disclosure failures of electronic information from your and other SF agencies.

You must justify all withholding.

Provide records in a rolling fashion. Do not wait for all records to be available.

Please provide only those copies of records available without any fees. If you determine certain records would require fees, please instead provide the required free notice of which of those records are available and non-exempt for inspection in-person if we so choose. Please use email to respond.

I look forward to your prompt disclosure.

PART 1 - Email

A. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails RECEIVED BY EACH OFFICIAL government email account of
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

B. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails SENT FROM EACH OFFICIAL government email account of
1. Mayor Breed
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4. Deputy Chief of Staff
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6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

C. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails IN THE DRAFT or OUTBOX folder of EACH OFFICIAL government email account of the following. Please remember the special Sunshine exceptions to CPRA draft withholding under SF Admin Code 67.24(a).
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2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff

5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

D. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails regarding the public's business (specifically those disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017)) SENT FROM EACH PERSONAL email account(s) of the following officials, TO/CC/BCC any sfgov.org email address. If NO such emails exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

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6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

PART 2 - Chat/Messaging

As used below "Conversations" include but are not limited to any metadata records showing that a conversation had taken place but is now deleted (due to expiration for example).
Various types of apps are mentioned below.

A. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Facebook Messenger]:
1. Mayor Breed
2. Chief of Staff
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4. Deputy Chief of Staff
5. Communications Director
6. Policy Director

7. Mayor's Liaison to the Board of Supervisors
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1. Mayor Breed
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5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
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8. Compliance Officer

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6. Policy Director
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5. Communications Director
6. Policy Director

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2. Chief of Staff
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4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
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L.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [text/SMS/MMS messaging], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
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5. Communications Director
6. Policy Director

7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

PART 3: all instruments used to inquire of each official as to whether they possess any responsive records above, and all of their responses

Sincerely,
Anonymous

Filed via MuckRock.com
E-mail (Preferred): 76434-70600365@requests.muckrock.com
Upload documents directly:
https://accounts.muckrock.com/accounts/login/?url_auth_token=AAAxJKbo2Vje5U7JJilkNXflXyg%3A1iLG53%3Au0CmMqL2Ahg21PByQRNImQyLYPU&next=https%3A%2F%2Fwww.muckrock.com%2Faccounts%2Flogin%2F%3Fnext%3D%252Faccounts%252Fagency_login%252Foffice-of-the-mayor-3891%252Femail-and-electronic-communications-audit-sf-mayor-76434%252F%253Femail%253Dsotf%252540sfgov.org
Is this email coming to the wrong contact? Something else wrong? Use the above link to let us know.

For mailed responses, please address (see note):
MuckRock News
DEPT MR 76434
411A Highland Ave
Somerville, MA 02144-2516

PLEASE NOTE: This request is not filed by a MuckRock staff member, but is being sent through MuckRock by the above in order to better track, share, and manage public records requests. Also note that improperly addressed (i.e., with the requester's name rather than "MuckRock News" and the department number) requests might be returned as undeliverable.



Leger, Cheryl (BOS)

From: Anonymous <arecordsrequestor@protonmail.com>
Sent: Thursday, October 10, 2019 11:47 AM
To: SOTF, (BOS); Young, Victor (BOS)
Cc: Calvillo, Angela (BOS)
Subject: Re: SOTF - Compliant Committee agenda and packet for October 15, 2019 - online
Attachments: A.pdf

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

SOTF/Mr. Young,

There are two omissions in my case packets.

19094 is missing the attached document A.pdf (which is a rebuttal to 19095 as well, but I previously requested added to the 19094 file too, since the issue is the same).

19091 is missing the following two documents:
https://cdn.muckrock.com/foia_files/2019/09/05/2019-09-05_Response_to_Muckrock.pdf
https://cdn.muckrock.com/foia_files/2019/10/01/Ltr._to_Muckrock_10.1.2019.pdf

Please correct, and resend packets to the Task Force/committee if needed; these documents were provided by me in a timely manner, before deadlines, and are important to my arguments.

--Anonymous

------- Original Message -------
On Thursday, October 10, 2019 10:56 AM, SOTF, (BOS) <sotf@sfgov.org> wrote:

> Good Afternoon:
>
> The agenda packet for the Complaint Committee of the Sunshine Ordinance Task Force October 15, 2019, 5:30 p.m. meeting is available online at the following link:
>
> https://sfgov.org/sunshine/sites/default/files/complaint101519_agenda.pdf
>
> The packet material is linked each item listed on the agenda. Click anywhere on the title of the item to open the link to the pdf of the packet material in question. Please

note that the additional material may have been added to the file and is available as part of the packet at the above listed link.

Victor Young
Board of Supervisors

1 Dr. Carlton B. Goodlett Place, City Hall., Room 244
San Francisco CA 94102
phone 415-554-7724 | fax 415-554-5163

victor.young@sfgov.org | www.sfbos.org

Click here to complete a Board of Supervisors Customer Service Satisfaction form.

The Legislative Research Center provides 24-hour access to Board of Supervisors legislation, and archived matters since August 1998.

Disclosures: Personal information that is provided in communications to the Board of Supervisors is subject to disclosure under the California Public Records Act and the San Francisco Sunshine Ordinance. Personal information provided will not be redacted. Members of the public are not required to provide personal identifying information when they communicate with the Board of Supervisors and its committees. All written or oral communications that members of the public submit to the Clerk's Office regarding pending legislation or hearings will be made available to all members of the public for inspection and copying. The Clerk's Office does not redact any information from these submissions. This means that personal information—including names, phone numbers, addresses and similar information that a member of the public elects to submit to the Board and its committees—may appear on the Board of Supervisors website or in other public documents that members of the public may inspect or copy.

Young, Victor (BOS)

From: 76434-70600365@requests.muckrock.com
Sent: Monday, October 7, 2019 2:52 PM
To: SOTF, (BOS)
Subject: RE: California Public Records Act Request #19091
Attachments: 19091-Committee-Presentation-x.pdf; emails-X.pdf

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

October 7, 2019

This is a follow up to request number 19091:

***** FILE 19091, for Oct. 15 committee hearing ******

SOTF/Mr. Young,

Please add the emailed attachments to the 19091 File, and agenda packet, for Oct. 15.
The Presentation PDF should be at the top of my supporting documents for the convenience of the committee.

In addition, the following linked documents should also be added to the file in addition to the complaint and exhibits originally filed.

https://cdn.muckrock.com/outbound_request_attachments/94383620Anonymous/76434/Exhibits-20190910-R-min_compressed_s0lUZaC.pdf
https://cdn.muckrock.com/outbound_request_attachments/94383620Anonymous/76434/76434-SupervisorPetition-20190910-b_OzdZoNQ.pdf
https://cdn.muckrock.com/foia_files/2019/09/05/2019-09-05_Response_to_Muckrock.pdf
https://cdn.muckrock.com/foia_files/2019/10/01/Ltr._to_Muckrock_10.1.2019.pdf

Please confirm receipt of this email.

Thanks,
Anonymous

Filed via MuckRock.com
E-mail (Preferred): 76434-70600365@requests.muckrock.com
Upload documents directly:
https://accounts.muckrock.com/accounts/login/?next=https%3A%2F%2Fwww.muckrock.com%2Faccounts%2Flogin%2F%3Fnext%3D%252Faccounts%252Fagency_login%252Foffice-of-the-mayor-3891%252Femail-and-electronic-communications-audit-sf-mayor-76434%252F%253Femail%253Dsotf%252540sfgov.org&url_auth_token=AAAxJKbo2Vje5U7JJilkNXflXyg%3A1iHavX%3AXGOYs94Dzw4Fk53D7D8FGAKfxps
Is this email coming to the wrong contact? Something else wrong? Use the above link to let us know.

For mailed responses, please address (see note):
MuckRock News

DEPT MR 76434
411A Highland Ave
Somerville, MA 02144-2516

PLEASE NOTE: This request is not filed by a MuckRock staff member, but is being sent through MuckRock by the above in order to better track, share, and manage public records requests. Also note that improperly addressed (i.e., with the requester's name rather than "MuckRock News" and the department number) requests might be returned as undeliverable.

On Oct. 2, 2019:
Subject: FW: California Public Records Act Request #19091
Dear Anonymous,

The records to which you refer are from a Whatsapp account used by Mr. Cretan on his personal device, solely for governmental purposes.

The photos were not provided because they need to be retrieved from a live image of the messages. We are inquiring as to whether they can feasibly be provided.
Regards,

Hank Heckel
Compliance Officer
Office of Mayor London N. Breed
City and County of San Francisco

On Sept. 26, 2019:
Subject: SOTF - Updated Notice of Appearance - Complaint Committee; October 15, 2019 5:30 p.m.
Good Afternoon:

You are receiving this notice because you are named as a Complainant or Respondent in one of the following complaints scheduled before the Complaint Committee to: 1) hear the merits of the complaint; 2) issue a determination; and/or 3) consider referrals from a Task Force Committee.

Date: October 15, 2019

Location: City Hall, Room 408

Time: 5:30 p.m.

Complainants: Your attendance is required for this meeting/hearing.

Respondents/Departments: Pursuant to Section 67.21 (e) of the Ordinance, the custodian of records or a representative of your department, who can speak to the matter, is required at the meeting/hearing.

Complaints:

File No. 19084: Complaint filed by Mo Green against the City Attorney's Office for allegedly violating Administrative Code (Sunshine Ordinance), Sections 67.21 and 67.25, by failing to respond to a request for documents in a timely and/or complete manner.

File No. 19085: Complaint filed by Mo Green against the Public Utilities Commission for allegedly violating Administrative Code (Sunshine Ordinance), Sections 67.21 and 67.25, by failing to respond to a request for documents in a timely and/or complete.

File No. 19093: Complaint filed by Michael Petrelis against Mayor London Breed and the Office of the Mayor for allegedly violating Administrative Code, (Sunshine Ordinance) Sections 67.21 by failing to respond to a request for public records in a timely and/or complete manner.

File No. 19091: Complaint filed by Anonymous against Mayor London Breed, Hank Heckel and the Office of the Mayor for allegedly violating Administrative Code, (Sunshine Ordinance) Sections 67.21, 67.26, 67.27 and 67.29-7, by failing to respond to a request for public records in a timely and/or complete manner.

File No. 19094: Complaint filed by Anonymous against Linda Gerull and the Department of Technology for allegedly violating Administrative Code (Sunshine Ordinance), Sections 67.21, 67.25, 67.26 and 67.27 by failing to respond to a public records request in a timely and/or complete manner.

Documentation (evidence supporting/disputing complaint)

For a document to be considered, it must be received at least five (5) working days before the hearing (see attached Public Complaint Procedure). For inclusion into the agenda packet, supplemental/supporting documents must be received by 5:00 pm, October 7, 2019.

On Sept. 26, 2019:
Subject: RE: California Public Records Act Request #19091
Thanks!

On Sept. 26, 2019:
Subject: FW: FW: Request for 2 complaint waiver
Dear Anonymous:

Please see a response from Chair Wolfe below.

Cheryl Leger
Assistant Clerk, Board of Supervisors
Tel: 415-554-7724

[CustomerSatisfactionIcon]<http://www.sfbos.org/index.aspx?page=104> Click here<http://www.sfbos.org/index.aspx?page=104> to complete a Board of Supervisors Customer Service Satisfaction form.

The Legislative Research Center<http://www.sfbos.org/index.aspx?page=9681> provides 24-hour access to Board of Supervisors legislation, and archived matters since August 1998.

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means that personal information—including names, phone numbers, addresses and similar information that a member of the public elects to submit to the Board and its committees—may appear on the Board of Supervisors website or in other public documents that members of the public may inspect or copy.

On Sept. 24, 2019:
Subject: RE: California Public Records Act Request #19091
** NOTE: Please redact all responses correctly. This is a public mailbox, and all of your responses (including disclosed records) may be automatically and instantly available to the general public on the MuckRock.com service used to issue this request (though I am not a MuckRock representative). **

Thank you for the records.

Please clarify whether these records are from Mr. Cretan's government or personal whatsapp account (i.e. was this responsive to request AA or BB)?

Furthermore there appear to be 27 photos withheld in page 1 - are those the 6254(f) withholdings? I asked for attachments and inline images in the request.

Thanks,
Anonymous

On July 2, 2019:
Subject: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)
RE: Email and Electronic Communications Audit

To Whom It May Concern:

** NOTE: this is a public mailbox, and all of your responses (including disclosed records) may be automatically and instantly available to the general public on the MuckRock.com service used to issue this request (though I am not a MuckRock representative). **

We request under the San Francisco Sunshine Ordinance (Ordinance) and the California Public Records Act (CPRA) the following items from the Mayor's Office.
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We remind you of your obligations to provide electronic records in the original format you hold them in. Therefore, e-mails exported in the .eml or .msg format with all non-exempt headers, metadata, attachments, etc. are best. However, if you choose to convert emails, for example, to PDF or printed format, to easily redact them, you must ensure that you have preserved the full content of the original email record (as specified in request "A"), which contains many detailed headers beyond the generally used From/To/Subject/Sent/etc. For the chat apps, a screenshot or print-out is acceptable.

If you use PDF, use properly redacted searchable or text pdfs. Please don't use image PDFs to make it harder to analyze the records.
If you provide PDFs instead of original email files, only give a few of the headers or lacking attachments/images, and/or

improperly withhold public records that exist on private accounts/devices you may be in violation of SF Admin Code and/or CPRA, and we may challenge your decision at the Sunshine Ordinance Task Force, Supervisor of Records, judicially, and/or via any other remedies available to us. I currently have pending petitions to the Task Force and Supervisor of Records to correct prior disclosure failures of electronic information from your and other SF agencies.

You must justify all withholding.

Provide records in a rolling fashion. Do not wait for all records to be available.

Please provide only those copies of records available without any fees. If you determine certain records would require fees, please instead provide the required free notice of which of those records are available and non-exempt for inspection in-person if we so choose. Please use email to respond.

I look forward to your prompt disclosure.

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7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

D. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails regarding the public's business (specifically those disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017)) SENT FROM EACH PERSONAL email account(s) of the following officials, TO/CC/BCC any sfgov.org email address. If NO such emails exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

E. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails regarding the public's business (specifically those disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017)) RECEIVED BY EACH PERSONAL email account(s) of the following officials, FROM any sfgov.org email address. If NO such emails exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

PART 2 - Chat/Messaging

As used below "Conversations" include but are not limited to any metadata records showing that a conversation had taken place but is now deleted (due to expiration for example).
Various types of apps are mentioned below.

A. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Facebook Messenger]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

B. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Telegram]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

C. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Slack]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

D. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Google Hangouts]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

E. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Signal]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

F. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [SMS/MMS/text messages]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

G.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [Facebook Messenger], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

H.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [Telegram], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

I.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [Slack], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff

3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

J.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [Google Hangouts], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

K.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [Signal], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

L.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [text/SMS/MMS messaging], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

PART 3: all instruments used to inquire of each official as to whether they possess any responsive records above, and all of their responses

Sincerely,
Anonymous

Filed via MuckRock.com
E-mail (Preferred): 76434-70600365@requests.muckrock.com
Upload documents directly:
https://accounts.muckrock.com/accounts/login/?next=https%3A%2F%2Fwww.muckrock.com%2Faccounts%2Flogin%2F%3Fnext%3D%252Faccounts%252Fagency_login%252Foffice-of-the-mayor-3891%252Femail-and-electronic-communications-audit-sf-mayor-76434%252F%253Femail%253Dsotf%252540sfgov.org&url_auth_token=AAAxJKbo2Vje5U7JJilkNXflXyg%3A1iHavX%3AXGOYs94Dzw4Fk53D7D8FGAKfxps
Is this email coming to the wrong contact? Something else wrong? Use the above link to let us know.

For mailed responses, please address (see note):
MuckRock News
DEPT MR 76434
411A Highland Ave
Somerville, MA 02144-2516

PLEASE NOTE: This request is not filed by a MuckRock staff member, but is being sent through MuckRock by the above in order to better track, share, and manage public records requests. Also note that improperly addressed (i.e., with the requester's name rather than "MuckRock News" and the department number) requests might be returned as undeliverable.



Young, Victor (BOS)

From: Anonymous <arecordsrequestor@protonmail.com>
Sent: Thursday, October 3, 2019 1:41 PM
To: Young, Victor (BOS); SOTF, (BOS)
Subject: SOTF Admin - Case Management 19089, 19091, 19094, 19095, 19097, and 19098

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

** For inclusion in all file numbers in the subject line, and for (acting) Administrator response **

Please see and respond as needed on separate threads for 19047 and 19044, sent earlier today, to keep everything well-organized.

Mr. Young,

Thank you for your work last evening, and for the task force's extensive investigation as well. I understand it is 'after hours' for you, and the commissioners are volunteers and these meetings can go on for a long time.

You pointed out during the hearing we should discuss the disposition of my other pending cases re: IT Committee referral. (As a disclaimer, I have a right to remain anonymous and have no legal obligation to acknowledge that various anonymous requests are from the same person; while I am voluntarily indicating that I am the same anonymous complainant below, I am under no obligation to do so in the future, nor do I voluntarily undertake any such obligation in the future or in any case not specifically numbered below. Please do not simply assume all anonymous complaints are from me, or impute responsibility for them to me.)

The following are some of my pending cases with a summary of the allegations (the summaries are not exhaustive and not limiting):

- **19089** vs City Atty - jurisdiction found, awaiting Full Task Force - subject matter: whether the Supervisor of Records must provide timely/complete determinations to petitions under 67.21(d) in 10 days
- **19091** vs Mayor - on committee Oct. 15 - subject matter: use of secret chat apps; violations of City of San Jose v Superior Court (Smith, 2017); images and attachments withheld; text messages withheld; email addresses withheld; and email headers withheld
- **19094** vs Dept of Tech. - on committee Oct. 15 - subject matter: failure to immediately respond; violations of 67.21(k) incorporating by reference CPRA Gov Code 6270.5; withholding parts of the enterprise system catalog/SB 272
- **19095** vs City Atty - awaiting Committee - subject matter: violations of 67.21(k) incorporating by reference CPRA Gov Code 6270.5, withholding parts of the enterprise system catalog/SB 272
- **19097** vs Dept of Public Works - awaiting committee - subject matter: violations of City of San Jose v Superior Court (Smith, 2017); images and hyperlinks withheld; email addresses withheld; and email headers withheld
- **19098** vs Police Dept - awaiting committee - subject matter: timeliness; failure to justify redactions; violations of City of San Jose v Superior Court (Smith, 2017); images and hyperlinks withheld; text messages withheld; email addresses withheld; and email headers withheld

Therefore, 19089, 19094, and 19095 should proceed completely unaffected.

I would suggest that the Oct. 15 committee use its power at the hearing to split 19091 into two files, a new file (say 19091-B) for the email headers allegation sent to the IT committee for its recommendation for overall city guidelines, and keep all the other important allegations in 19091 which should proceed undelayed.
I would suggest that 19097 and 19098 are similarly split at initial committee.

Some upcoming un-filed complaints may involve (without limitation): police misconduct records, secrecy of City contracts, secrecy of City financials, use of non-profits as a shield, privatized govt functions; improper use of Attorney-Client privilege, and more. I intend to continue to file requests, and if needed complaints, comprehensively auditing all parts of the City's public records regime, and subject to SFAC 67.21(e) requiring Task Force determination within 45 days, and I expect my complaints continue to be fairly heard in my "queue" order, subject to your 2-item-per-meeting procedure, and not delayed based on my identity.

In some of the future cases, a portion will again be related to email headers (simply because the evidence of what the govt is doing is usually *in* the emails), but the remainder will not be. I assume your committees will split them if and as needed. However I intend to file them before the IT committee recommendation is complete because the Respondent is always required to respond within 5 business days and is on notice that they should not destroy responsive records, and to preserve any statutes of limitation if imposed by future Court proceedings.

I will call later today if I don't hear from you by email, as I need to start working on the correct set of case presentations.

Thanks a lot!

Anonymous

~~Attorney/Client Privileged & Confidential~~

#19091

Anonymous

vs

Mayor London Breed, Sean Elsbernd, Andres Power, Andrea Bruss, Marjan Philhour, Jeff Cretan, Sophia Kittler, Hank Heckel, Tyrone Jue, Office of Mayor

(Communications of each respondent were requested)

~~Attorney/Client Privileged & Confidential~~

Before the SOTF
San Francisco City Hall

Re: Disclosure of Text Messages, Emails, Chats, Images, Attachments; *San Jose v Superior Court (Smith)*

(Email metadata issues were divided to 19109)

I am not an attorney. Instead, this presentation is my lay opinion based on my research.

~~Attorney/Client Privileged & Confidential~~

Timeline & Facts of the Case

1. **July 2, 2019** - Request for emails, chats, and texts of Mayor's Office leadership, in native formats, with metadata/headers, and including personal accounts
2. **July 12** - Invoked 14-day Extension
3. **July 26-27** - Response to July 2; Failure to justify redactions with specificity; Provided printed + scanned records
4. **July 29** - Supplemental Response to July 2
5. **Aug 22** - IDR for Custodian Working Group records
6. **Aug 23** - Some records disclosed re: Aug 22
7. **Aug 26** - IDR for *City of San Jose* affidavits/declarations from July 2 request
8. **Aug 27/28** - Follow-up to July 2 request for WhatsApp and Instagram records as well
9. **Sept. 5** - Sup. of Records denies Aug. 26 petition
10. **Sept. 11** - Subsequent Sup. of Records petition.
11. **Sept. 17** - Further disclosure re: Aug 22 request
12. **Sept. 19** - Respondent denies *portion* of Aug 26 request under A/C privilege. Fails to ever complete response.
13. **Sept. 23** - Disclosures for Aug 27/28 request.
14. **Oct. 2** - Respondents indicate difficulty in providing image records on Cretan's personal WhatsApp account used for government business
15. **Oct. 10** - one document withheld since July 27 now provided

As of **Oct. 29**, Resp. has failed even to provide a complete response to Aug. 26/27/28 requests.

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Low-Hanging Fruit

- **SFAC 67.26** - Respondents failed to identify with "clear reference" justification for redactions. Instead hundreds of redactions were made, and a summary list of all possible reasons were provided. It is still unknown which redaction is which. This also prevents me from effectively disputing individual redactions at this hearing. Redactions must be "keyed by footnote or other clear reference to the appropriate justification"

- **SFAC 67.26/67.27** - Respondents admittedly withheld one responsive attachment record until providing it on October 10, 2019, without any justification. Many more attachments have also been withheld, were never provided, and have never been justified.
  - Form of request: "A. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, **attachments, appendices, exhibits,** and **inline images**, except those explicitly exempted by the Ordinance, …."

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City of San Jose (Personal Property) Issues

- I explicitly requested on July 2 a *San Jose* search of personal property; I ***also*** made a later IDR for evidence of that search.
- Respondent argued at Committee that declarations that there are some or no records on personal property are not required until a Court orders it.
- However, **Respondents apparently created such records anyway and admit some records do exist.** Since they exist, they must be turned over or justified as withheld.
- They claimed privilege over *some* of the responsive records but have never even finished responding to the request. We do not know whether the rest of the records are purportedly privileged at this moment.
- Their last response is below.
- It is a violation of **67.21(b)** that they failed to ever completely respond to this request and of **67.26/67.27** that they failed to justify withholding the other records.

~~Attorney/Client Privileged & Confidential~~

September 19, 2019 *San Jose* final response

Dear Anonymous,

Please note that **some of the records** you have requested below regarding "instrument used" to respond to your July 2 request include communications with the City Attorney's Office that are being withheld pursuant to the attorney/client privilege. See Gov't Code § 6254(k); Evidence Code § 954; Admin. Code § 67.21(k). We are continuing to consult with the City Attorney's Office regarding the scope of the privilege with respect to **other documents and will supplement our response as appropriate in due course.**

Regards,

Hank Heckel

67.29-7 - Failure to maintain records

On Aug 27/28, I requested WhatsApp records:

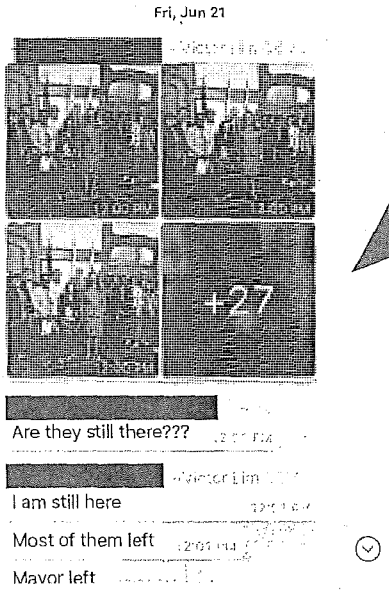
"an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [WhatsApp], solely to the extent that such conversations are regarding the public's business ..."

Oct. 2, Heckel: "The records to which you refer are from a Whatsapp account used by Mr. Cretan on his personal device, solely for governmental purposes.
The photos were not provided because they need to be retrieved from a live image of the messages. We are inquiring as to whether they can feasibly be provided."

As of Oct. 30, Respondents still have been unable to provide these records due to how Mr. Cretan has chosen to store government records in his personal WhatsApp account.

67.29-7(a) The Mayor and all Department Heads shall maintain and preserve in a professional and businesslike manner all documents and correspondence, including but not limited to letters, e-mails, drafts, memorandum, invoices, reports and proposals and shall disclose all such records in accordance with this ordinance.

67.29-7 - Failure to maintain records



The records are business photos of the Mayor.

Respondents do not dispute that they are public records, but they are simply unable to "feasibly" provide them due to their willful choice to use a personal WhatsApp account.

If the City cannot retain or disclose public records stored in personal WhatsApp accounts, then it must not use such systems to store public records.

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Request for Relief - Find Respondents Violated:

1. **SFAC 67.26** - Redactions were made without clear reference to justifications
2. **SFAC 67.26/67.27** - Attachments, hyperlinks, portions of messages, city e-mail addresses, sent dates, all withheld **without justification**
3. **SFAC 67.21(b)/67.26/67.27** - *City of San Jose* instruments withheld without justification; incomplete response to the requests.
4. **SFAC 67.21/67.26/City of San Jose v Superior Court (Smith, 2017)** - Public records on private property withheld and/or improperly searched (may need to be determined after documents in #3 are provided)
5. **SFAC 67.21** - Records not received from certain individual custodians of public records (at least Tyrone Jue) within the Mayor's Office
6. **SFAC 67.29-7** - Failure to maintain records in a professional manner

Order all records and parts of records unlawfully withheld as public.

[.EML/.MSG files and email headers divided to File 19109 and not included here]

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All violations below are **examples** - Respondents need to provide justifications or produce the record or part of a record in each and every withholding of the type shown below.

67.26, 67.27 - Attachment withheld until Oct. 10, without justification.

From: Kittler, Sophia (MYR)
To: Cretan, Jeff (MYR)
Subject: FW: Mental Health Reform in San Francisco
Date: Tuesday, June 18, 2019 12:32:13 PM
Attachments: MentalHealthSF_Letter to Board_06182019.pdf

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67.26, 67.27 - Attachment withheld without justification

From: Heckel, Hank (MYR)
Sent: Monday, July 01, 2019 4:16 PM
To: Quezada, Randolph (PRT)
Subject: Fwd: Seawall Production - Port Files 2019-07-01
Attachments: Logo; ATT00001.htm

From: MayorSunshineRequests, MYR (MYR)
Sent: Friday, June 28, 2019 8:03 PM
To: 'Glen Smith'; MayorSunshineRequests, MYR (MYR)
Cc: Breed, Mayor London (MYR); David Snyder
Subject: RE: Public Records Act Request
Attachments: Supplemental Response to Request of First Amendment Coalition.pdf

From: SFPD, Commission (POL)
Sent: Sunday, May 26, 2019 10:46 AM
To: Breed, London (MYR); Breed, Mayor London (MYR)
Cc: Elsbernd, Sean (MYR)
Subject: Police Commission Statement re: Chief Scott
Attachments: Police Commission Statement 052619.pdf

~~Attorney/Client Privileged & Confidential~~

67.26, 67.27 - Attachment withheld without justification

From: Heckel, Hank (MYR)
Sent: Friday, June 28, 2019 7:51 PM
To: MayorSunshineRequests, MYR (MYR); Shaban, Bigad (NBCUniversal)
Cc: Campos, Robert (NBCUniversal)
Subject: RE: * Public Records Request - London Breed
Attachments: Responsive Records Re Bigad Shaban Request.1.pdf

From: MayorSunshineRequests, MYR (MYR)
Sent: Friday, June 28, 2019 7:50 PM
To: MayorSunshineRequests, MYR (MYR); Shaban, Bigad (NBCUniversal)
Cc: Campos, Robert (NBCUniversal)
Subject: RE: * Public Records Request - London Breed
Attachments: Response to Bigad Shaban Request.pdf

From: Heckel, Hank (MYR)
Sent: Friday, June 28, 2019 5:27 PM
To: Cretan, Jeff (MYR); RUSSI, BRAD (CAT)
Subject: FW: California Public Records Act Request: Ed Lee Emails
Attachments: Response to Taylor Amarel re Terms Whistleblower and Money-laundering.pdf

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~~Attorney/Client Privileged & Confidential~~

67.26, 67.27 - Attachment withheld without justification

From: Office of Justice Programs <ojp@public.govdelivery.com>
Sent: Wednesday, January 03, 2018 8:46 AM
To: Lee, Edwin (ADM)
Subject: Important Reminders Regarding Required Training, Cash Management, and Whistleblower Protections
Attachments: Att+1+-+DOJ+Whistleblower+Information.pdf

From: [redacted]
Sent: Friday, September 29, 2017 12:33 PM
To: Ng, Wilson (BOS)
Cc: Calvillo, Angela (BOS); Board of Supervisors, (BOS); Chu, Carmen (ASR); Rosenfield, Ben (CON); whistleblower, CON (CON); Jine, Michael (ASR); David Gau; Lee, Mayor (MYR); Breed, London (BOS)
Subject: Clerk Angela Calvillo filed Affidavid Complaint filed with you on 9-9-2016 pursuant to Rev & Tax Code 1362 the Tax Payer Complaint specifically sites Gov Code 25303 that requires the BOS to take immediate actions
Attachments: @$ Exh#1 Affidavit [redacted] per RT Code 1362.pdf; @$ Exh#20 Knoff case law Assessor Duties.pdf; @$ Exh#19 CA Supreme Court Assessor Duties Bauer-Schweitzer.pdf; SEIBOLD v COUNTY OF LOS ANGELES (2015).pdf

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~~Attorney/Client Privileged & Confidential~~

67.26, 67.27 - Attachments and email addresses withheld without justification

From: Cohen, Martha (ADM)
To: Mannix, Ann (POL); Redmond, Michael (POL); Perea, Daniel (POL); Fong, Daryl (POL); Ewins, Teresa (MTA); Yep, Paul (POL); Knight, Laura (POL); Moore, Tobius (POL); Fambrini, Matthew (POL); McDonnell, Dion (POL); Jaimerena, John (POL); Chapman, Nick (MTA); Smith, Curtis (MTA); Lee, James (MTA); Borthne, Debbi (MTA); McCormick, Shawn (MTA); Ketcham, Dana (REC); Bogetz, Shauna (REC); Santiago, Marcus (REC); Bobba, Naveena (DPH); Lau, Peter (DPW); Smith, Tom (DPW); Gordon, Rachel (DPW); Forbes, Elaine (PRT); Reilly, Joseph (PRT); Carter, Tom (PRT); Irma Hernandez; Kathy Paver; Freeman, Matthew (SHF); Miyamoto, Paul (SHF); Carroll, Maryellen (DEM); Wyrsch, Victor (FIR); Velo, Jose (FIR); DeCossio, Dan (FIR); Rivera, Anthony (FIR); Cochrane, Michael (FIR); Tong, Sandra (FIR); Scanlon, Olivia (FIR); Stark, Judy (San Francisco); Randall Scott; Martin, Luke (POL); Hagan, Frank (POL); Lazar, David (POL); Rude, Gretchen (MTA); Forrester, Houston (MTA); Luna, Maria (DEM); Chapman, Brandon (PRT); Raphael, Craig (MTA); Quezada, Randolph (PRT); noemi_robinson@nps.gov; DuBois, Anthony; Eberle, David (DPH); Tse, Mary (FIR); Cofflin, Ken (FIR)
Cc: Nuru, Mohammed (DPW); Stringer, Larry (DPW); Quesada, Amy (PRT); Nicholson, Jeanine (FIR); Ludwig, Theresa (FIR); Scott, William (POL); Carr, Rowena (POL); Moser, Bob (POL); Kelly, Naomi (ADM); Bukowski, Kenneth (ADM); Johnston, Jennifer (ADM); Elsbernd, Sean (MYR); Bruss, Andrea (MYR); Philhour, Marian (MYR); Erick Lee; Tim Desmond; Tom Shea; Becca Bliss; Hervey, Myisha (DPW); Jeff Thomas; Cretan, Jeff (MYR); Sandee Lyall; Todd Fitch; wes@soundonstage.com; Hansen, Matt (ADM); Hennessy, Vicki (SHF); hatem@admiralss.com; mohamed@admiralss.com; Quetone, Tal (ADM); Joe D"Alessandro; Travis Ervin; Jessica Sharp; Nicole Padua; Fay, Abigail (MYR); Finkel, Jessica (MYR); Andrew Dorland; Lysa Lewin; Laurie Armstrong Gossy; Barnes, Bill (ADM); Torres, Joaquin (ECN); Tuimavave, Maina (POL)
Subject: CCSF July 4, 2019 Waterfront Celebration
Date: Monday, July 01, 2019 5:55:41 PM
Attachments: 4th of July 2019 City Of San Francisco 6.27v2 Overview.pdf
2019 - 4th of July Waterfront Celebration - Production Schedule.pdf
2019 - 4th of July Waterfront Celebration - Contacts List.pdf

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~~Attorney/Client Privileged & Confidential~~

67.26, 67.27 - Hyperlinks withheld without justification

newstips@stweekly.com; Fewer, Sandra (BOS); Mesa, Tom (DPH); whistleblower, COIN (CON); Lee, Mayor (MYR)

Subject: Mayor Lee: Fire Barbara Garcia!

See post on blog: Mayor Lee: Fire Barbara Garcia!

Readers: Please contact Mayor Lee at: Contact Mayor Edwin M. Lee | Office of the Mayor and request that he fire Barbara Garcia.

We do hope you and your colleagues can join us this year. With a preview of our agenda now online, please take a minute to view our sessions and case studies we have in our program this year.

To learn more, please visit our website and see who is attending.

~~Attorney/Client Privileged & Confidential~~

67.26, 67.27 - Hyperlinks withheld without justification

Sponsorship opportunities for our 40th Annual Affordable Housing Conference are now available! This year's Conference will take place on Friday, September 20th at the San Francisco Marriott Marquis and on this milestone year, we invite you to sustain and strengthen our collective work by becoming an event sponsor.

In addition to supporting NPH's critical work, Conference sponsors receive a number of perks, including conference passes, exposure to over 1,000 conference attendees, and acknowledgment in NPH print and online publications. Join your esteemed colleagues in sponsoring the Bay Area's premier forum for the affordable housing community.

Ready to sponsor? Click HERE for more information.

Tanya R. Ellis
Communications & Community Engagement Lead
Department of Homelessness and Supportive Housing
San Francisco, CA 94103
415-355-5207
Learn: hsh.sfgov.org | Follow: @SF_HSH | Like: @SanFranciscoHSH

67.26 - Redactions without clear reference to justifications

still awaiting absolute confirmation from DPH about Hummingbird as it is their program and we've been receiving mixed messages from HSH.

TEAM PLAN

	Beds	District
Open	212	Various
BVHM	60	9
ZSFGH Hummingbird	14	10
	286	

In Development		
Jelani	24	10
Division Circle (Exp)	60	9
Civic Center Hotel (Exp)	20	6
	104	

Next Up		
SAFE (SWL 330)	200	6
Subtotal	516	

[redacted]

TOTAL 1000

<!--[if !supportLists]--> <!--[endif]-->DRAFT – DO NOT DISTRIBUTE

<image001.gif>Nicole Lindler | Policy Advisor
Office of Mayor London N. Breed
City and County of San Francisco
415-554-6694

From: Bruss, Andrea (MYR)
To: Power, Andres (MYR)
Subject: FW: Thank you! + Resume
Date: Tuesday, July 02, 2019 11:31:03 AM
Attachments: [redacted] Resume.pdf

[redacted] s going to apply for the open budget office position, but you may want to also see if he is a good fit for your team. He comes recommended frim his time in the Controller's Office.

From: [redacted]
Sent: Tuesday, July 02, 2019 11:03 AM
To: Bruss, Andrea (MYR) <andrea.bruss@sfgov.org>
Subject: Thank you! + Resume

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

Andrea,

Thank you very much for taking the time to chat and offering to forward my resume to folks. Please see my attached resume.

Please let me know if there is anything else I can provide.

Best,

[redacted]

[redacted]

[redacted]

67.26 - Redactions without clear reference to justifications

[redacted]

From: Lindler, Nicole (MYR)
Sent: Wednesday, July 03, 2019 10:12 AM
To: Power, Andres (MYR) <andres.power@sfgov.org>;
Cretan, Jeff (MYR) <Jeff.Cretan@sfgov.org>
Subject: 1000 Beds Tracker
Importance: High

Below is the agreed plan that we've outlined to reach the 1000 bed shelter goal:

TEAM PLAN		
	Beds	District
Open	212	Various
In Development		
ZSFGH Hummingbird	14	10
Jelani	24	10
Division Circle (Exp)	60	9
Civic Center Hotel (Exp)	20	6
	118	
Next Up		
SAFE (SWL 330)	200	6
Subtotal	530	

[redacted]

TOTAL	1000	

~~Attorney/Client Privileged & Confidential~~

#19091
Anonymous
vs
Office of Mayor, et al.

~~Attorney/Client Privileged & Confidential~~

Before the SOTF Complaint Committee
San Francisco City Hall - October 15, 2019

Re: Disclosure of Text Messages, Emails, Chats, Images, Attachments; *San Jose v Superior Court (Smith)*; Native Formats; Metadata & Headers

I am not an attorney or IT administrator. Instead, this presentation is my lay opinion based on my research.

~~Attorney/Client Privileged & Confidential~~

Timeline & Facts of the Case

1. **July 2, 2019** - Request for emails, chats, and texts of Mayor's Office leadership, in native formats, with metadata/headers, and including personal accounts
2. **July 12** - Invoked 14-day Extension
3. **July 26-27** - Response to July 2; Failure to justify redactions with specificity; Provided printed + scanned records
4. **July 29** - Supplemental Response to July 2
5. **Aug 22** - IDR for Custodian Working Group records
6. **Aug 23** - Some records disclosed re: Aug 22
7. **Aug 26** - IDR for *City of San Jose* affidavits/declarations from July 2 request
8. **Aug 26** - SOTF Complaint 19091 filed; Sup. of Records Petition filed
9. **Aug 27/28** - Follow-up to July 2 request for WhatsApp and Instagram records as well
10. **Sept. 5** - Sup. of Records denies Aug. 26 petition
11. **Sept. 11** - Subsequent Sup. of Records petition.
12. **Sept. 17** - Further disclosure re: Aug 22 request
13. **Sept. 19** - Respondent denies *portion* of Aug 26 request under A/C privilege.
14. **Sept. 23** - Disclosures for Aug 27/28 request.
15. **Oct. 2** - Respondents indicate difficulty in providing image records on Cretan's personal WhatsApp account used for government business

As of **Oct. 7**, Resp. has failed even to provide a complete response to Aug. 26/27/28 requests, and Sup. of Records has also provided no determination to Sept. 11 petition.

~~Attorney/Client Privileged & Confidential~~

Jurisdiction over Individual Named Respondents

- **Mayor London N. Breed** - department head, a custodian of her own personal communication re: the public's business, also responsible under SFAC 67.29-7
- **Hank Heckel** - contact point, department custodian, and a custodian of his own personal communication re: the public's business
- **Tyrone Jue, Sean Elsbernd, Andres Power, Andrea Bruss, Marjan Philhour, Jeff Cretan, Sophia Kittler** - custodians of their own personal communications re: the public's business

- SFAC 67.21 makes "every person having custody of any public record or public information" responsible for disclosing their records.
- SFAC 67.30 provides you jurisdiction over "any person" allegedly violating the Sunshine Ordinance.

~~Attorney/Client Privileged & Confidential~~

Allegations in 19091

1. **SFAC 67.21/67.26/City of San Jose v Superior Court (Smith, 2017)** - Public records on private property withheld and/or improperly searched
2. **SFAC 67.21** - Records not received from certain individual custodians of public records (at least Tyrone Jue) within the Mayor's Office
3. **SFAC 67.21/67.26** - *City of San Jose* instruments withheld; incomplete response to requests.
4. **SFAC 67.21(l)/CPRA Gov Code 6253(b)** - Respondents printed and scanned records, instead of providing native .msg/.eml or *even* non-scanned .pdf.
5. **SFAC 67.26** - Redactions were made without clear reference to justifications
6. **SFAC 67.26/67.27** - Respondents withheld without justification: images, attachments, URLs, portions of messages, city e-mail addresses, sent dates
7. **SFAC 67.29-7** - Failure to maintain records in a professional manner
8. **SFAC 67.26** - Respondents withheld (with justification, that I allege is wrong): email headers (*a la* 19044 v City Attorney)

~~Attorney/Client Privileged & Confidential~~

Recommended Committee Action

1. Find jurisdiction over the subject matter and all respondents, and find that the requested records are public.

2. Divide email header allegation #8 into its own case number, and refer it to the Technology Committee for expert IT advice *a la* Case 19044 on Oct. 2 (aka determinations #11-14 of the Supervisor of Records petition dated Sept. 10)

3. Refer this case (with all remaining allegations) to the full Task Force to be taken up in the regular course.

EXHIBIT X

In the following sequence of emails, all government emails have rows saying "Office of the Mayor" but they may be from various SF govt persons.

From: Anonymous Person 07/02/2019

Subject: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor) Email

RE: Email and Electronic Communications Audit

To Whom It May Concern:

** NOTE: this is a public mailbox, and all of your responses (including disclosed records) may be automatically and instantly available to the general public on the MuckRock.com service used to issue this request (though I am not a MuckRock representative). **

We request under the San Francisco Sunshine Ordinance (Ordinance) and the California Public Records Act (CPRA) the following items from the Mayor's Office.
Similar requests were recently made of the Board of Supervisors and Clerk. If a person has multiple email addresses (including but not limited to email aliases), 10 emails from each are requested. For example the Mayor may have a public-facing email alias and also an email address she uses to do business internally- 10 from each are requested. Please do not include spam or product advertisement emails.

We remind you of your obligations to provide electronic records in the original format you hold them in. Therefore, e-mails exported in the .eml or .msg format with all non-exempt headers, metadata, attachments, etc. are best.
However, if you choose to convert emails, for example, to PDF or printed format, to easily redact them, you must ensure that you have preserved the full content of the original email record (as specified in request "A"), which contains many detailed headers beyond the generally used From/To/Subject/Sent/etc. For the chat apps, a screenshot or print-out is acceptable.

If you use PDF, use properly redacted searchable or text pdfs. Please don't use image PDFs to make it harder to analyze the records.
If you provide PDFs instead of original email files, only give a few of the headers or lacking attachments/images, and/or improperly withhold public records that exist on private accounts/devices you may be in violation of SF Admin Code and/or CPRA, and we may challenge your decision at the Sunshine Ordinance Task Force, Supervisor of Records, judicially, and/or via any other remedies available to us. I currently have pending petitions to the Task Force and Supervisor of Records to correct prior disclosure failures of electronic information from your and other SF agencies.

You must justify all withholding.

Provide records in a rolling fashion. Do not wait for all records to be available.

Please provide only those copies of records available without any fees. If you determine certain records would require fees, please instead provide the required free notice of which of those records are available and non-exempt for inspection in-person if we so choose. Please use email to respond.

I look forward to your prompt disclosure.

PART 1 - Email

A. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails RECEIVED BY EACH OFFICIAL government email

account of
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

B. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails SENT FROM EACH OFFICIAL government email account of
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

C. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails IN THE DRAFT or OUTBOX folder of EACH OFFICIAL government email account of the following. Please remember the special Sunshine exceptions to CPRA draft withholding under SF Admin Code 67.24(a).
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

D. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails regarding the public's business (specifically those disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017)) SENT FROM EACH PERSONAL email account(s) of the following officials, TO/CC/BCC any sfgov.org email address. If NO such emails exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

E. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails regarding the public's business (specifically those disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017)) RECEIVED BY EACH PERSONAL email account(s) of the following officials, FROM any sfgov.org email address. If NO such emails exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

PART 2 - Chat/Messaging

As used below "Conversations" include but are not limited to any metadata records showing that a conversation had taken place but is now deleted (due to expiration for example).
Various types of apps are mentioned below.

A. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Facebook Messenger]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

B. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Telegram]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

C. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Slack]:
1. Mayor Breed
2. Chief of Staff

3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

D. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Google Hangouts]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

E. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Signal]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

F. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [SMS/MMS/text messages]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

G.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [Facebook Messenger], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.

1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

H.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [Telegram], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

I.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [Slack], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

J.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [Google Hangouts], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'

4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

K.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [Signal], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

L.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [text/SMS/MMS messaging], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

PART 3: all instruments used to inquire of each official as to whether they possess any responsive records above, and all of their responses

Sincerely,
Anonymous



Email-Electronic-Communications-Audit-SF-Mayor.pdf

View Embed Download

From: Muckrock Staff 07/12/2019

From: Office of the Mayor 07/12/2019

Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor) Email

Dear Requestor,

This is in response to your request below received by the Office of the Mayor on July 2, 2019. We are processing our response to your inquiry. Please note that we are invoking an extension of time to continue our response under Government Code § 6253(c) and San Francisco Admin. Code § 67.25(b) for up to 14 days from the original due date because of the need for consultation with other city departments and the potential volume of requested materials.

We understand our obligation to conduct this consultation with all practicable speed and anticipate completing our production of any responsive documents no later than July 26, 2019.

If you have any questions about your request please let us know.
Regards,

Hank Heckel
Compliance Officer
Office of Mayor London N. Breed
City and County of San Francisco

From: Office of the Mayor 07/26/2019

Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor) Email

VIA ELECTRONIC MAIL

Requestor: Anonymous
requests@muckrock.com<mailto:requests@muckrock.com>

July 26, 2019

Re: Public Records Request Received July 2 2019

Dear Anonymous:

This further responds to your request attached, entitled Email and Electronic Communications Audit, received by the Office of the Mayor on July 2, 2019. We previously invoked an extension of time to continue our response under Government Code § 6253(c) and San Francisco Admin. Code § 67.25(b) for up to 14 days from the original due date because of the need for consultation with other city departments and the potential volume of requested materials.

Response Dated July 26, 2019

We have completed our search and consultation and are attaching herewith responsive records located in the possession of the Office of the Mayor. The documents are provided in multiple emails due to file size. Please note that responsive emails from official city email accounts are provided for all of the requested custodians. Additionally, responsive text messages from personal devices pertaining to city business have been provided for Communications Director Jeff Cretan, Liaison to the Board of Supervisors Sophia Kittler and Compliance Officer Hank Heckel. No such responsive texts were located for the other requested custodians. Further, no responsive communications in the other electronic media named were located for the requested custodians.

The responsive documents have been provided in a PDF format for its ease of transferability and accessibility, consistent with Cal. Gov. Code 6253.9(a)(1). Metadata from any native format has not been provided to avoid risks to the security and integrity of the city's data system and avoid the release of exempt confidential or privileged information. Pursuant to Cal. Gov. Code 6253.9 (f), an agency is not required to provide an electronic record in an electronic format that would jeopardize or compromise the security or integrity of the original record or its data system. The PDF format ensures the security and integrity of the original record.

Please note that certain documents have been withheld on the basis of the attorney-client privilege and/or the attorney work product doctrine. Gov't Code § 6254(k); Evid. Code § 954; Code of Civ. Proc. § 2018.030; Gov't Code § 6276.04; Admin. Code § 67.21(k).

Please note that certain personal information such as private email addresses, phone numbers and personal addresses has been redacted to avoid an unwarranted breach of personal privacy. See Cal. Govt. Code Secs. 6254(c), 6254(k); California Constitution, Art. I, Sec. 1.

Please note that certain information has been redacted on the basis of the attorney-client privilege. Gov't Code § 6254(k); Evidence Code § 954; Admin. Code § 67.21(k).

Please also note that certain call-in information has been redacted pursuant to the official information privilege. See Cal. Evid. Code Sec. 1040(b)(2).

Please note that certain identifying information has been redacted to protect the identity of certain individuals involved in ongoing hiring processes. See Cal. Govt. Code Secs. 6254(c), Admin. Code § 67.24(c).

Please note that we are responding only on behalf of the Office of the Mayor and not on behalf of other City Departments. If you have any questions about your request or would like to submit another public records request, please feel free to contact us at mayorsunshinerequests@sfgov.org.
Best Regards,

Hank Heckel
Compliance Officer
Office of Mayor London N. Breed
City and County of San Francisco

Email-Electronic-Communications-Audit-SF-Mayor

Download

Responsive Documents Re MuckRock Request Compliance Officer Hank Heckel 1

Download

From: Office of the Mayor **07/26/2019**

Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor) Email

From: MayorSunshineRequests, MYR (MYR) <mayorsunshinerequests@sfgov.org>
Sent: Friday, July 26, 2019 7:05 PM
To: MayorSunshineRequests, MYR (MYR) <mayorsunshinerequests@sfgov.org>; requests@muckrock.com

Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

VIA ELECTRONIC MAIL

Requestor: Anonymous
requests@muckrock.com<mailto:requests@muckrock.com>

July 26, 2019

Re: Public Records Request Received July 2 2019

Dear Anonymous:

This further responds to your request attached, entitled Email and Electronic Communications Audit, received by the Office of the Mayor on July 2, 2019. We previously invoked an extension of time to continue our response under Government Code § 6253(c) and San Francisco Admin. Code § 67.25(b) for up to 14 days from the original due date because of the need for consultation with other city departments and the potential volume of requested materials.

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The responsive documents have been provided in a PDF format for its ease of transferability and accessibility, consistent with Cal. Gov. Code 6253.9(a)(1). Metadata from any native format has not been provided to avoid risks to the security and integrity of the city's data system and avoid the release of exempt confidential or privileged information. Pursuant to Cal. Gov. Code 6253.9 (f), an agency is not required to provide an electronic record in an electronic format that would jeopardize or compromise the security or integrity of the original record or its data system. The PDF format ensures the security and integrity of the original record.

Please note that certain documents have been withheld on the basis of the attorney-client privilege and/or the attorney work product doctrine. Gov't Code § 6254(k); Evid. Code § 954; Code of Civ. Proc. § 2018.030; Gov't Code § 6276.04; Admin. Code § 67.21(k).

Please note that certain personal information such as private email addresses, phone numbers and personal addresses has been redacted to avoid an unwarranted breach of personal privacy. See Cal. Govt. Code Secs. 6254(c), 6254(k); California Constitution, Art. I, Sec. 1.

Please note that certain information has been redacted on the basis of the attorney-client privilege. Gov't Code § 6254(k); Evidence Code § 954; Admin. Code § 67.21(k).

Please also note that certain call-in information has been redacted pursuant to the official information privilege. See Cal. Evid. Code Sec. 1040(b)(2).

Please note that certain identifying information has been redacted to protect the identity of certain individuals involved in ongoing hiring processes. See Cal. Govt. Code Secs. 6254(c), Admin. Code § 67.24(c).

Please note that we are responding only on behalf of the Office of the Mayor and not on behalf of other City Departments. If you have any questions about your request or would like to submit another public records request, please feel free to contact us at mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>.

Best Regards,

Hank Heckel
Compliance Officer
Office of Mayor London N. Breed
City and County of San Francisco

From: MayorSunshineRequests, MYR (MYR)
<mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>
Sent: Friday, July 12, 2019 3:54 PM
To: requests@muckrock.com<mailto:requests@muckrock.com>; MayorSunshineRequests, MYR (MYR) <mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

Dear Requestor,

This is in response to your request below received by the Office of the Mayor on July 2, 2019. We are processing our response to your inquiry. Please note that we are invoking an extension of time to continue our response under Government Code § 6253(c) and San Francisco Admin. Code § 67.25(b) for up to 14 days from the original due date because of the need for consultation with other city departments and the potential volume of requested materials.

We understand our obligation to conduct this consultation with all practicable speed and anticipate completing our production of any responsive documents no later than July 26, 2019.

If you have any questions about your request please let us know.

Regards,

Hank Heckel
Compliance Officer
Office of Mayor London N. Breed
City and County of San Francisco

From: requests@muckrock.com<mailto:requests@muckrock.com>
<requests@muckrock.com<mailto:requests@muckrock.com>>
Sent: Friday, July 12, 2019 2:01 AM
To: MayorSunshineRequests, MYR (MYR)
<mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

July 12, 2019

This is a follow up to a previous request:

To Whom It May Concern:

I wanted to follow up on the following California Public Records Act request, copied below, and originally submitted on July 2, 2019. Please let me know when I can expect to receive a response.

Thanks for your help, and let me know if further clarification is needed.

Filed via MuckRock.com
E-mail (Preferred): requests@muckrock.com<mailto:requests@muckrock.com>
Upload documents directly: https://accounts.muckrock.com/accounts/login/?next=https%3A%2F%2Fwww.muckrock.com%2Faccounts%2Flogin%2F%3Fnext%3D%252Faccounts%252Fagency_login%252Foffice-of-the-mayor-3891%252Femail-and-electronic-communications-audit-sf-mayor-76434%252F%253Femail%253Dmayorsunshinerequests%252540sfgov.org&url_auth_token=AAAxJIxKbHL78P4hPis99lsuo1Y%3A1hlrQ8%3A5YfOmKj4HBhldPSV3l5DcZr9f54
Is this email coming to the wrong contact? Something else wrong? Use the above link to let us know.

For mailed responses, please address (see note):
MuckRock News
DEPT MR 76434
411A Highland Ave
Somerville, MA 02144-2516

PLEASE NOTE: This request is not filed by a MuckRock staff member, but is being sent through MuckRock by the above in order to better track, share, and manage public records requests. Also note that improperly addressed (i.e., with the requester's name rather than "MuckRock News" and the department number) requests might be returned as undeliverable.

On July 2, 2019:
Subject: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)
RE: Email and Electronic Communications Audit

To Whom It May Concern:

** NOTE: this is a public mailbox, and all of your responses (including disclosed records) may be automatically and instantly available to the general public on the MuckRock.com service used to issue this request (though I am not a MuckRock representative). **

We request under the San Francisco Sunshine Ordinance (Ordinance) and the California Public Records Act (CPRA) the following items from the Mayor's Office.
Similar requests were recently made of the Board of Supervisors and Clerk. If a person has multiple email addresses (including but not limited to email aliases), 10 emails from each are

requested. For example the Mayor may have a public-facing email alias and also an email address she uses to do business internally- 10 from each are requested. Please do not include spam or product advertisement emails.

We remind you of your obligations to provide electronic records in the original format you hold them in. Therefore, e-mails exported in the .eml or .msg format with all non-exempt headers, metadata, attachments, etc. are best.
However, if you choose to convert emails, for example, to PDF or printed format, to easily redact them, you must ensure that you have preserved the full content of the original email record (as specified in request "A"), which contains many detailed headers beyond the generally used From/To/Subject/Sent/etc. For the chat apps, a screenshot or print-out is acceptable.

If you use PDF, use properly redacted searchable or text pdfs. Please don't use image PDFs to make it harder to analyze the records.
If you provide PDFs instead of original email files, only give a few of the headers or lacking attachments/images, and/or improperly withhold public records that exist on private accounts/devices you may be in violation of SF Admin Code and/or CPRA, and we may challenge your decision at the Sunshine Ordinance Task Force, Supervisor of Records, judicially, and/or via any other remedies available to us. I currently have pending petitions to the Task Force and Supervisor of Records to correct prior disclosure failures of electronic information from your and other SF agencies.

You must justify all withholding.

Provide records in a rolling fashion. Do not wait for all records to be available.

Please provide only those copies of records available without any fees. If you determine certain records would require fees, please instead provide the required free notice of which of those records are available and non-exempt for inspection in-person if we so choose. Please use email to respond.

I look forward to your prompt disclosure.

PART 1 - Email

A. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails RECEIVED BY EACH OFFICIAL government email account of
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

B. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails SENT FROM EACH OFFICIAL government email account of
1. Mayor Breed

2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

C. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails IN THE DRAFT or OUTBOX folder of EACH OFFICIAL government email account of the following. Please remember the special Sunshine exceptions to CPRA draft withholding under SF Admin Code 67.24(a).
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

D. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails regarding the public's business (specifically those disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017)) SENT FROM EACH PERSONAL email account(s) of the following officials, TO/CC/BCC any sfgov.org email address. If NO such emails exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

E. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails regarding the public's business (specifically those disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017)) RECEIVED BY EACH PERSONAL email account(s) of the following officials, FROM any sfgov.org email address. If NO such emails exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

PART 2 - Chat/Messaging

As used below "Conversations" include but are not limited to any metadata records showing that a conversation had taken place but is now deleted (due to expiration for example).
Various types of apps are mentioned below.

A. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Facebook Messenger]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

B. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Telegram]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

C. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Slack]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

D. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Google Hangouts]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director

6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

E. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Signal]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

F. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [SMS/MMS/text messages]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

G.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [Facebook Messenger], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

H.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [Telegram], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no

responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

I.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [Slack], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
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J.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [Google Hangouts], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

K.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [Signal], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff

3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

L.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [text/SMS/MMS messaging], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

PART 3: all instruments used to inquire of each official as to whether they possess any responsive records above, and all of their responses

Sincerely,
Anonymous

Filed via MuckRock.com
E-mail (Preferred): requests@muckrock.com<mailto:requests@muckrock.com>
Upload documents directly: https://accounts.muckrock.com/accounts/login/?next=https%3A%2F%2Fwww.muckrock.com%2Faccounts%2Flogin%2F%3Fnext%3D%252Faccounts%252Fagency_login%252Foffice-of-the-mayor-3891%252Femail-and-electronic-communications-audit-sf-mayor-76434%252F%253Femail%253Dmayorsunshinerequests%252540sfgov.org&url_auth_token=AAAxJIxKbHL78P4hPis99Isuo1Y%3A1hlrQ8%3A5YfOmKj4HBhldPSV3l5DcZr9f54
Is this email coming to the wrong contact? Something else wrong? Use the above link to let us know.

For mailed responses, please address (see note):
MuckRock News
DEPT MR 76434
411A Highland Ave
Somerville, MA 02144-2516

PLEASE NOTE: This request is not filed by a MuckRock staff member, but is being sent through MuckRock by the above in order to better track, share, and manage public records requests. Also note that improperly addressed (i.e., with the requester's name rather than "MuckRock News" and the department number) requests might be returned as undeliverable.
[http://email.requests.muckrock.com/o/eJw1zUEOgyAQAMDXICNZLAvugUMT4zcadRclFkmhNunv20s_MMMB0akUOjAE3nRAAAja6HEYPPQ3BBxhcJYuFqo8T2mvpvO57LUsu15KVlu4Es8sPPulYmJ05GJkOxmaRbj3nZl8pcc9cSCyPYKqIU-fUtt5tC0d8nd_RYtreetS1y_4iC-s]

7.26.19 Response to Anonymous Requestor

Download

MuckRock Request - Compliance Officer Hank Heckel_Redacted 2

Download

From: Office of the Mayor **07/26/2019**

Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor) Email

From: MayorSunshineRequests, MYR (MYR) <mayorsunshinerequests@sfgov.org>
Sent: Friday, July 26, 2019 8:53 PM
To: MayorSunshineRequests, MYR (MYR) <mayorsunshinerequests@sfgov.org>; requests@muckrock.com
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

From: MayorSunshineRequests, MYR (MYR) <mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>
Sent: Friday, July 26, 2019 7:05 PM
To: MayorSunshineRequests, MYR (MYR) <mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>; requests@muckrock.com<mailto:requests@muckrock.com>
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

VIA ELECTRONIC MAIL

Requestor: Anonymous
requests@muckrock.com<mailto:requests@muckrock.com>

July 26, 2019

Re: Public Records Request Received July 2 2019

Dear Anonymous:

This further responds to your request attached, entitled Email and Electronic Communications Audit, received by the Office of the Mayor on July 2, 2019. We previously invoked an extension of time to continue our response under Government Code § 6253(c) and San Francisco Admin. Code § 67.25(b) for up to 14 days from the original due date because of the need for consultation with other city departments and the potential volume of requested materials.

Response Dated July 26, 2019

We have completed our search and consultation and are attaching herewith responsive records located in the possession of the Office of the Mayor. The documents are provided in multiple emails due to file size. Please note that responsive emails from official city email accounts are provided for all of the requested custodians. Additionally, responsive text messages from personal devices pertaining to city business have been provided for Communications Director Jeff Cretan, Liaison to the Board of Supervisors Sophia Kittler and Compliance Officer Hank Heckel. No such responsive

texts were located for the other requested custodians. Further, no responsive communications in the other electronic media named were located for the requested custodians.

The responsive documents have been provided in a PDF format for its ease of transferability and accessibility, consistent with Cal. Gov. Code 6253.9(a)(1). Metadata from any native format has not been provided to avoid risks to the security and integrity of the city's data system and avoid the release of exempt confidential or privileged information. Pursuant to Cal. Gov. Code 6253.9 (f), an agency is not required to provide an electronic record in an electronic format that would jeopardize or compromise the security or integrity of the original record or its data system. The PDF format ensures the security and integrity of the original record.

Please note that certain documents have been withheld on the basis of the attorney-client privilege and/or the attorney work product doctrine. Gov't Code § 6254(k); Evid. Code § 954; Code of Civ. Proc. § 2018.030; Gov't Code § 6276.04; Admin. Code § 67.21(k).

Please note that certain personal information such as private email addresses, phone numbers and personal addresses has been redacted to avoid an unwarranted breach of personal privacy. See Cal. Govt. Code Secs. 6254(c), 6254(k); California Constitution, Art. I, Sec. 1.

Please note that certain information has been redacted on the basis of the attorney-client privilege. Gov't Code § 6254(k); Evidence Code § 954; Admin. Code § 67.21(k).

Please also note that certain call-in information has been redacted pursuant to the official information privilege. See Cal. Evid. Code Sec. 1040(b)(2).

Please note that certain identifying information has been redacted to protect the identity of certain individuals involved in ongoing hiring processes. See Cal. Govt. Code Secs. 6254(c), Admin. Code § 67.24(c).

Please note that we are responding only on behalf of the Office of the Mayor and not on behalf of other City Departments. If you have any questions about your request or would like to submit another public records request, please feel free to contact us at mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>.

Best Regards,

Hank Heckel
Compliance Officer
Office of Mayor London N. Breed
City and County of San Francisco

From: MayorSunshineRequests, MYR (MYR) <mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>
Sent: Friday, July 12, 2019 3:54 PM
To: requests@muckrock.com<mailto:requests@muckrock.com>; MayorSunshineRequests, MYR (MYR) <mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

Dear Requestor,

This is in response to your request below received by the Office of the Mayor on July 2, 2019. We are processing our response to your inquiry. Please note that we are invoking an extension of time

to continue our response under Government Code § 6253(c) and San Francisco Admin. Code § 67.25(b) for up to 14 days from the original due date because of the need for consultation with other city departments and the potential volume of requested materials.

We understand our obligation to conduct this consultation with all practicable speed and anticipate completing our production of any responsive documents no later than July 26, 2019.

If you have any questions about your request please let us know.

Regards,

Hank Heckel
Compliance Officer
Office of Mayor London N. Breed
City and County of San Francisco

From: requests@muckrock.com<mailto:requests@muckrock.com>
<requests@muckrock.com<mailto:requests@muckrock.com>>
Sent: Friday, July 12, 2019 2:01 AM
To: MayorSunshineRequests, MYR (MYR)
<mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

July 12, 2019

This is a follow up to a previous request:

To Whom It May Concern:

I wanted to follow up on the following California Public Records Act request, copied below, and originally submitted on July 2, 2019. Please let me know when I can expect to receive a response.

Thanks for your help, and let me know if further clarification is needed.

Filed via MuckRock.com
E-mail (Preferred): requests@muckrock.com<mailto:requests@muckrock.com>
Upload documents directly: https://accounts.muckrock.com/accounts/login/?next=https%3A%2F%2Fwww.muckrock.com%2Faccounts%2Flogin%2F%3Fnext%3D%252Faccounts%252Fagency_login%252Foffice-of-the-mayor-3891%252Femail-and-electronic-communications-audit-sf-mayor-76434%252F%253Femail%253Dmayorsunshinerequests%252540sfgov.org&url_auth_token=AAAxJIxKbHL78P4hPis99lsuo1Y%3A1hlrQ8%3A5YfOmKj4HBhldPSV3l5DcZr9f54
Is this email coming to the wrong contact? Something else wrong? Use the above link to let us know.

For mailed responses, please address (see note):
MuckRock News
DEPT MR 76434

411A Highland Ave
Somerville, MA 02144-2516

PLEASE NOTE: This request is not filed by a MuckRock staff member, but is being sent through MuckRock by the above in order to better track, share, and manage public records requests. Also note that improperly addressed (i.e., with the requester's name rather than "MuckRock News" and the department number) requests might be returned as undeliverable.

On July 2, 2019:
Subject: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)
RE: Email and Electronic Communications Audit

To Whom It May Concern:

** NOTE: this is a public mailbox, and all of your responses (including disclosed records) may be automatically and instantly available to the general public on the MuckRock.com service used to issue this request (though I am not a MuckRock representative). **

We request under the San Francisco Sunshine Ordinance (Ordinance) and the California Public Records Act (CPRA) the following items from the Mayor's Office.
Similar requests were recently made of the Board of Supervisors and Clerk. If a person has multiple email addresses (including but not limited to email aliases), 10 emails from each are requested. For example the Mayor may have a public-facing email alias and also an email address she uses to do business internally- 10 from each are requested. Please do not include spam or product advertisement emails.

We remind you of your obligations to provide electronic records in the original format you hold them in. Therefore, e-mails exported in the .eml or .msg format with all non-exempt headers, metadata, attachments, etc. are best.
However, if you choose to convert emails, for example, to PDF or printed format, to easily redact them, you must ensure that you have preserved the full content of the original email record (as specified in request "A"), which contains many detailed headers beyond the generally used From/To/Subject/Sent/etc. For the chat apps, a screenshot or print-out is acceptable.

If you use PDF, use properly redacted searchable or text pdfs. Please don't use image PDFs to make it harder to analyze the records.
If you provide PDFs instead of original email files, only give a few of the headers or lacking attachments/images, and/or improperly withhold public records that exist on private accounts/devices you may be in violation of SF Admin Code and/or CPRA, and we may challenge your decision at the Sunshine Ordinance Task Force, Supervisor of Records, judicially, and/or via any other remedies available to us. I currently have pending petitions to the Task Force and Supervisor of Records to correct prior disclosure failures of electronic information from your and other SF agencies.

You must justify all withholding.

Provide records in a rolling fashion. Do not wait for all records to be available.

Please provide only those copies of records available without any fees. If you determine certain records would require fees, please instead provide the required free notice of which of those

records are available and non-exempt for inspection in-person if we so choose. Please use email to respond.

I look forward to your prompt disclosure.

PART 1 - Email

A. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails RECEIVED BY EACH OFFICIAL government email account of
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

B. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails SENT FROM EACH OFFICIAL government email account of
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

C. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails IN THE DRAFT or OUTBOX folder of EACH OFFICIAL government email account of the following. Please remember the special Sunshine exceptions to CPRA draft withholding under SF Admin Code 67.24(a).
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

D. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails regarding the public's business (specifically those disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017)) SENT FROM EACH PERSONAL email account(s) of the following officials, TO/CC/BCC any sfgov.org email address. If NO such emails exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.

1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

E. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails regarding the public's business (specifically those disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017)) RECEIVED BY EACH PERSONAL email account(s) of the following officials, FROM any sfgov.org email address. If NO such emails exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
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3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

PART 2 - Chat/Messaging

As used below "Conversations" include but are not limited to any metadata records showing that a conversation had taken place but is now deleted (due to expiration for example).
Various types of apps are mentioned below.

A. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Facebook Messenger]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

B. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Telegram]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director

7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

C. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Slack]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
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D. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Google Hangouts]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

E. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Signal]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

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1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

G.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [Facebook Messenger], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
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3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

J.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all

PERSONAL account(s) of the following person in [Google Hangouts], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
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4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

K.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [Signal], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
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4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

L.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [text/SMS/MMS messaging], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

PART 3: all instruments used to inquire of each official as to whether they possess any responsive records above, and all of their responses

Sincerely,
Anonymous

Filed via MuckRock.com
E-mail (Preferred): requests@muckrock.com<mailto:requests@muckrock.com>
Upload documents directly: https://accounts.muckrock.com/accounts/login/?next=https%3A%2F%2Fwww.muckrock.com%2Faccounts%2Flogin%2F%3Fnext%3D%252Faccounts%252Fagency_login%252Foffice-of-the-mayor-3891%252Femail-and-electronic-communications-audit-sf-mayor-76434%252F%253Femail%253Dmayorsunshinerequests%252540sfgov.org&url_auth_token=AAAxJIxKbHL78P4hPis99Isuo1Y%3A1hlrQ8%3A5YfOmKj4HBhldPSV3l5DcZr9f54
Is this email coming to the wrong contact? Something else wrong? Use the above link to let us know.

For mailed responses, please address (see note):
MuckRock News
DEPT MR 76434
411A Highland Ave
Somerville, MA 02144-2516

PLEASE NOTE: This request is not filed by a MuckRock staff member, but is being sent through MuckRock by the above in order to better track, share, and manage public records requests. Also note that improperly addressed (i.e., with the requester's name rather than "MuckRock News" and the department number) requests might be returned as undeliverable.
[http://email.requests.muckrock.com/o/eJw1zUEOgyAQAMDXICNZLAvugUMT4zcadRclFkmhNunv20s_MMMB0akUOjAE3nRAAAja6HEYPPQ3BBxhcJYuFqo8T2mvpvO57LUsu15KVlu4Es8sPPulYmJ05GJkOxmaRbj3nZI8pcc9cSCyPYKqIU-fUtt5tC0d8nd_RYtreetS1y_4iC-s]

MuckRock Request - Compliance Officer Hank Heckel_Redacted 3

Download

From: Office of the Mayor **07/27/2019**

Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor) Email

Dear Anonymous,

Please see the additional responsive records. Please note that in addition to the redactions noted below regarding privilege, personal privacy, official information dial-in numbers and codes, and open personnel decisions, these files contain redactions of information that is exempt from disclosure because it relates to ongoing negotiations regarding real estate and/or constitutes draft recommendations of the author. See Admin. Code § 67.25(a), (e).

Additional responsive documents will follow in separate emails due to file size.
Regards,

Hank Heckel
Compliance Officer
Office of Mayor London N. Breed
City and County of San Francisco

MuckRock Request - Policy Director Andres Power 1

Download

From: Office of the Mayor **07/27/2019**

Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

From: Heckel, Hank (MYR)
Sent: Friday, July 26, 2019 9:17 PM
To: MayorSunshineRequests, MYR (MYR) <mayorsunshinerequests@sfgov.org>; 'requests@muckrock.com' <requests@muckrock.com>
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

Dear Anonymous,

Please see the additional responsive records. Please note that in addition to the redactions noted below regarding privilege, personal privacy, official information dial-in numbers and codes, and open personnel decisions, these files contain redactions of information that is exempt from disclosure because it relates to ongoing negotiations regarding real estate and/or constitutes draft recommendations of the author. See Admin. Code § 67.25(a), (e).

Additional responsive documents will follow in separate emails due to file size.

Regards,

Hank Heckel
Compliance Officer
Office of Mayor London N. Breed
City and County of San Francisco

From: MayorSunshineRequests, MYR (MYR)
Sent: Friday, July 26, 2019 8:54 PM
To: MayorSunshineRequests, MYR (MYR) <mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>; requests@muckrock.com<mailto:requests@muckrock.com>
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

From: MayorSunshineRequests, MYR (MYR) <mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>
Sent: Friday, July 26, 2019 8:53 PM
To: MayorSunshineRequests, MYR (MYR) <mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>; requests@muckrock.com<mailto:requests@muckrock.com>
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

From: MayorSunshineRequests, MYR (MYR) <mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>
Sent: Friday, July 26, 2019 7:05 PM
To: MayorSunshineRequests, MYR (MYR) <mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>; requests@muckrock.com<mailto:requests@muckrock.com>
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

VIA ELECTRONIC MAIL

Requestor: Anonymous
requests@muckrock.com<mailto:requests@muckrock.com>

July 26, 2019

Re: Public Records Request Received July 2 2019

Dear Anonymous:

This further responds to your request attached, entitled Email and Electronic Communications Audit, received by the Office of the Mayor on July 2, 2019. We previously invoked an extension of time to continue our response under Government Code § 6253(c) and San Francisco Admin. Code § 67.25(b) for up to 14 days from the original due date because of the need for consultation with other city departments and the potential volume of requested materials.

Response Dated July 26, 2019

We have completed our search and consultation and are attaching herewith responsive records located in the possession of the Office of the Mayor. The documents are provided in multiple emails due to file size. Please note that responsive emails from official city email accounts are provided for all of the requested custodians. Additionally, responsive text messages from personal devices pertaining to city business have been provided for Communications Director Jeff Cretan, Liaison to the Board of Supervisors Sophia Kittler and Compliance Officer Hank Heckel. No such responsive texts were located for the other requested custodians. Further, no responsive communications in the other electronic media named were located for the requested custodians.

The responsive documents have been provided in a PDF format for its ease of transferability and accessibility, consistent with Cal. Gov. Code 6253.9(a)(1). Metadata from any native format has not been provided to avoid risks to the security and integrity of the city's data system and avoid the release of exempt confidential or privileged information. Pursuant to Cal. Gov. Code 6253.9 (f), an agency is not required to provide an electronic record in an electronic format that would jeopardize or compromise the security or integrity of the original record or its data system. The PDF format ensures the security and integrity of the original record.

Please note that certain documents have been withheld on the basis of the attorney-client privilege and/or the attorney work product doctrine. Gov't Code § 6254(k); Evid. Code § 954; Code of Civ. Proc. § 2018.030; Gov't Code § 6276.04; Admin. Code § 67.21(k).

Please note that certain personal information such as private email addresses, phone numbers and personal addresses has been redacted to avoid an unwarranted breach of personal privacy. See Cal. Govt. Code Secs. 6254(c), 6254(k); California Constitution, Art. I, Sec. 1.

Please note that certain information has been redacted on the basis of the attorney-client privilege. Gov't Code § 6254(k); Evidence Code § 954; Admin. Code § 67.21(k).

Please also note that certain call-in information has been redacted pursuant to the official information privilege. See Cal. Evid. Code Sec. 1040(b)(2).

Please note that certain identifying information has been redacted to protect the identity of certain individuals involved in ongoing hiring processes. See Cal. Govt. Code Secs. 6254(c), Admin. Code § 67.24(c).

Please note that we are responding only on behalf of the Office of the Mayor and not on behalf of other City Departments. If you have any questions about your request or would like to submit another public records request, please feel free to contact us at mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>.

Best Regards,

Hank Heckel
Compliance Officer
Office of Mayor London N. Breed
City and County of San Francisco

From: MayorSunshineRequests, MYR (MYR)
<mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>
Sent: Friday, July 12, 2019 3:54 PM
To: requests@muckrock.com<mailto:requests@muckrock.com>; MayorSunshineRequests, MYR (MYR) <mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

Dear Requestor,

This is in response to your request below received by the Office of the Mayor on July 2, 2019. We are processing our response to your inquiry. Please note that we are invoking an extension of time to continue our response under Government Code § 6253(c) and San Francisco Admin. Code § 67.25(b) for up to 14 days from the original due date because of the need for consultation with other city departments and the potential volume of requested materials.

We understand our obligation to conduct this consultation with all practicable speed and anticipate completing our production of any responsive documents no later than July 26, 2019.

If you have any questions about your request please let us know.

Regards,

Hank Heckel
Compliance Officer
Office of Mayor London N. Breed
City and County of San Francisco

From: requests@muckrock.com<mailto:requests@muckrock.com>
<requests@muckrock.com<mailto:requests@muckrock.com>>
Sent: Friday, July 12, 2019 2:01 AM
To: MayorSunshineRequests, MYR (MYR)
<mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

July 12, 2019

This is a follow up to a previous request:

To Whom It May Concern:

I wanted to follow up on the following California Public Records Act request, copied below, and originally submitted on July 2, 2019. Please let me know when I can expect to receive a response.

Thanks for your help, and let me know if further clarification is needed.

Filed via MuckRock.com
E-mail (Preferred): requests@muckrock.com<mailto:requests@muckrock.com>
Upload documents directly: https://accounts.muckrock.com/accounts/login/?next=https%3A%2F%2Fwww.muckrock.com%2Faccounts%2Flogin%2F%3Fnext%3D%252Faccounts%252Fagency_login%252Foffice-of-the-mayor-3891%252Femail-and-electronic-communications-audit-sf-mayor-76434%252F%253Femail%253Dmayorsunshinerequests%252540sfgov.org&url_auth_token=AAAxJIxKbHL78P4hPis99Isuo1Y%3A1hlrQ8%3A5YfOmKj4HBhldPSV3l5DcZr9f54
Is this email coming to the wrong contact? Something else wrong? Use the above link to let us know.

For mailed responses, please address (see note):
MuckRock News
DEPT MR 76434
411A Highland Ave
Somerville, MA 02144-2516

PLEASE NOTE: This request is not filed by a MuckRock staff member, but is being sent through MuckRock by the above in order to better track, share, and manage public records requests. Also note that improperly addressed (i.e., with the requester's name rather than "MuckRock News" and the department number) requests might be returned as undeliverable.

On July 2, 2019:
Subject: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)
RE: Email and Electronic Communications Audit

To Whom It May Concern:

** NOTE: this is a public mailbox, and all of your responses (including disclosed records) may be automatically and instantly available to the general public on the MuckRock.com service used to issue this request (though I am not a MuckRock representative). **

We request under the San Francisco Sunshine Ordinance (Ordinance) and the California Public Records Act (CPRA) the following items from the Mayor's Office.
Similar requests were recently made of the Board of Supervisors and Clerk. If a person has multiple email addresses (including but not limited to email aliases), 10 emails from each are requested. For example the Mayor may have a public-facing email alias and also an email address she uses to do business internally- 10 from each are requested. Please do not include spam or product advertisement emails.

We remind you of your obligations to provide electronic records in the original format you hold them in. Therefore, e-mails exported in the .eml or .msg format with all non-exempt headers, metadata, attachments, etc. are best.
However, if you choose to convert emails, for example, to PDF or printed format, to easily redact them, you must ensure that you have preserved the full content of the original email record (as specified in request "A"), which contains many detailed headers beyond the generally used From/To/Subject/Sent/etc. For the chat apps, a screenshot or print-out is acceptable.

If you use PDF, use properly redacted searchable or text pdfs. Please don't use image PDFs to make it harder to analyze the records.
If you provide PDFs instead of original email files, only give a few of the headers or lacking attachments/images, and/or improperly withhold public records that exist on private accounts/devices you may be in violation of SF Admin Code and/or CPRA, and we may challenge your decision at the Sunshine Ordinance Task Force, Supervisor of Records, judicially, and/or via any other remedies available to us. I currently have pending petitions to the Task Force and Supervisor of Records to correct prior disclosure failures of electronic information from your and other SF agencies.

You must justify all withholding.

Provide records in a rolling fashion. Do not wait for all records to be available.

Please provide only those copies of records available without any fees. If you determine certain records would require fees, please instead provide the required free notice of which of those records are available and non-exempt for inspection in-person if we so choose. Please use email to respond.

I look forward to your prompt disclosure.

PART 1 - Email

A. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails RECEIVED BY EACH OFFICIAL government email account of
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
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4. Deputy Chief of Staff
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6. Policy Director

7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

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4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

PART 2 - Chat/Messaging

As used below "Conversations" include but are not limited to any metadata records showing that a conversation had taken place but is now deleted (due to expiration for example).
Various types of apps are mentioned below.

A. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Facebook Messenger]:
1. Mayor Breed
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3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
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2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

C. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Slack]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
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D. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Google Hangouts]:
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3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

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Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Signal]:
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2. Chief of Staff
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6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

PART 3: all instruments used to inquire of each official as to whether they possess any responsive records above, and all of their responses

Sincerely,
Anonymous

Filed via MuckRock.com
E-mail (Preferred): requests@muckrock.com<mailto:requests@muckrock.com>
Upload documents directly: https://accounts.muckrock.com/accounts/login/?next=https%3A%2F%2Fwww.muckrock.com%2Faccounts%2Flogin%2F%3Fnext%3D%252Faccounts%252Fagency_login%252Foffice-of-the-mayor-3891%252Femail-and-electronic-communications-audit-sf-mayor-76434%252F%253Femail%253Dmayorsunshinerequests%252540sfgov.org&url_auth_token=AAAxJIxKbHL78P4hPis99Isuo1Y%3A1hlrQ8%3A5YfOmKj4HBhldPSV3l5DcZr9f54
Is this email coming to the wrong contact? Something else wrong? Use the above link to let us know.

For mailed responses, please address (see note):
MuckRock News
DEPT MR 76434
411A Highland Ave
Somerville, MA 02144-2516

PLEASE NOTE: This request is not filed by a MuckRock staff member, but is being sent through MuckRock by the above in order to better track, share, and manage public records requests. Also note that improperly addressed (i.e., with the requester's name rather than "MuckRock News" and the department number) requests might be returned as undeliverable.
[http://email.requests.muckrock.com/o/eJw1zUEOgyAQAMDXICNZLAvugUMT4zcadRclFkmhNunv20s_MMMB0akUOjAE3nRAAAja6HEYPPQ3BBxhcJYuFqo8T2mvpvO57LUsu15KVlu4Es8sPPulYmJ05GJkOxmaRbj3nZl8pcc9cSCyPYKqlU-fUtt5tC0d8nd_RYtreetS1y_4iC-s]

MuckRock Request - Policy Director Andres Power 2

Download

Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

From: Heckel, Hank (MYR)
Sent: Friday, July 26, 2019 9:19 PM
To: MayorSunshineRequests, MYR (MYR)
<mayorsunshinerequests@sfgov.org>; requests@muckrock.com
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

From: Heckel, Hank (MYR)
Sent: Friday, July 26, 2019 9:17 PM
To: MayorSunshineRequests, MYR (MYR)
<mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>;
'requests@muckrock.com' <requests@muckrock.com<mailto:requests@muckrock.com>>
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

Dear Anonymous,

Please see the additional responsive records. Please note that in addition to the redactions noted below regarding privilege, personal privacy, official information dial-in numbers and codes, and open personnel decisions, these files contain redactions of information that is exempt from disclosure because it relates to ongoing negotiations regarding real estate and/or constitutes draft recommendations of the author. See Admin. Code § 67.25(a), (e).

Additional responsive documents will follow in separate emails due to file size.

Regards,

Hank Heckel
Compliance Officer
Office of Mayor London N. Breed
City and County of San Francisco

From: MayorSunshineRequests, MYR (MYR)
Sent: Friday, July 26, 2019 8:54 PM
To: MayorSunshineRequests, MYR (MYR)
<mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>; requests@muckrock.com<mailto:requests@muckrock.com>
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

From: MayorSunshineRequests, MYR (MYR)
<mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>
Sent: Friday, July 26, 2019 8:53 PM
To: MayorSunshineRequests, MYR (MYR)
<mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>; requests@muckrock.com<mailto:requests@muckrock.com>
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

From: MayorSunshineRequests, MYR (MYR)
<mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>
Sent: Friday, July 26, 2019 7:05 PM

To: MayorSunshineRequests, MYR (MYR)
<mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>; requests@muckrock.com<mailto:requests@muckrock.com>
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

VIA ELECTRONIC MAIL

Requestor: Anonymous
requests@muckrock.com<mailto:requests@muckrock.com>

July 26, 2019

Re: Public Records Request Received July 2 2019

Dear Anonymous:

This further responds to your request attached, entitled Email and Electronic Communications Audit, received by the Office of the Mayor on July 2, 2019. We previously invoked an extension of time to continue our response under Government Code § 6253(c) and San Francisco Admin. Code § 67.25(b) for up to 14 days from the original due date because of the need for consultation with other city departments and the potential volume of requested materials.

Response Dated July 26, 2019

We have completed our search and consultation and are attaching herewith responsive records located in the possession of the Office of the Mayor. The documents are provided in multiple emails due to file size. Please note that responsive emails from official city email accounts are provided for all of the requested custodians. Additionally, responsive text messages from personal devices pertaining to city business have been provided for Communications Director Jeff Cretan, Liaison to the Board of Supervisors Sophia Kittler and Compliance Officer Hank Heckel. No such responsive texts were located for the other requested custodians. Further, no responsive communications in the other electronic media named were located for the requested custodians.

The responsive documents have been provided in a PDF format for its ease of transferability and accessibility, consistent with Cal. Gov. Code 6253.9(a)(1). Metadata from any native format has not been provided to avoid risks to the security and integrity of the city's data system and avoid the release of exempt confidential or privileged information. Pursuant to Cal. Gov. Code 6253.9 (f), an agency is not required to provide an electronic record in an electronic format that would jeopardize or compromise the security or integrity of the original record or its data system. The PDF format ensures the security and integrity of the original record.

Please note that certain documents have been withheld on the basis of the attorney-client privilege and/or the attorney work product doctrine. Gov't Code § 6254(k); Evid. Code § 954; Code of Civ. Proc. § 2018.030; Gov't Code § 6276.04; Admin. Code § 67.21(k).

Please note that certain personal information such as private email addresses, phone numbers and personal addresses has been redacted to avoid an unwarranted breach of personal privacy. See Cal. Govt. Code Secs. 6254(c), 6254(k); California Constitution, Art. I, Sec. 1.

Please note that certain information has been redacted on the basis of the attorney-client privilege. Gov't Code § 6254(k); Evidence Code § 954; Admin. Code § 67.21(k).

Please also note that certain call-in information has been redacted pursuant to the official information privilege. See Cal. Evid. Code Sec. 1040(b)(2).

Please note that certain identifying information has been redacted to protect the identity of certain individuals involved in ongoing hiring processes. See Cal. Govt. Code Secs. 6254(c), Admin. Code § 67.24(c).

Please note that we are responding only on behalf of the Office of the Mayor and not on behalf of other City Departments. If you have any questions about your request or would like to submit another public records request, please feel free to contact us at mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>.

Best Regards,

Hank Heckel
Compliance Officer
Office of Mayor London N. Breed
City and County of San Francisco

From: MayorSunshineRequests, MYR (MYR)
<mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>
Sent: Friday, July 12, 2019 3:54 PM
To: requests@muckrock.com<mailto:requests@muckrock.com>; MayorSunshineRequests, MYR (MYR) <mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

Dear Requestor,

This is in response to your request below received by the Office of the Mayor on July 2, 2019. We are processing our response to your inquiry. Please note that we are invoking an extension of time to continue our response under Government Code § 6253(c) and San Francisco Admin. Code § 67.25(b) for up to 14 days from the original due date because of the need for consultation with other city departments and the potential volume of requested materials.

We understand our obligation to conduct this consultation with all practicable speed and anticipate completing our production of any responsive documents no later than July 26, 2019.

If you have any questions about your request please let us know.

Regards,

Hank Heckel
Compliance Officer
Office of Mayor London N. Breed
City and County of San Francisco

From: requests@muckrock.com<mailto:requests@muckrock.com>
<requests@muckrock.com<mailto:requests@muckrock.com>>
Sent: Friday, July 12, 2019 2:01 AM
To: MayorSunshineRequests, MYR (MYR)
<mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>

Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

July 12, 2019

This is a follow up to a previous request:

To Whom It May Concern:

I wanted to follow up on the following California Public Records Act request, copied below, and originally submitted on July 2, 2019. Please let me know when I can expect to receive a response.

Thanks for your help, and let me know if further clarification is needed.

Filed via MuckRock.com
E-mail (Preferred): requests@muckrock.com<mailto:requests@muckrock.com>
Upload documents directly: https://accounts.muckrock.com/accounts/login/?next=https%3A%2F%2Fwww.muckrock.com%2Faccounts%2Flogin%2F%3Fnext%3D%252Faccounts%252Fagency_login%252Foffice-of-the-mayor-3891%252Femail-and-electronic-communications-audit-sf-mayor-76434%252F%253Femail%253Dmayorsunshinerequests%252540sfgov.org&url_auth_token=AAAxJIxKbHL78P4hPis99Isuo1Y%3A1hlrQ8%3A5YfOmKj4HBhldPSV3I5DcZr9f54
Is this email coming to the wrong contact? Something else wrong? Use the above link to let us know.

For mailed responses, please address (see note):
MuckRock News
DEPT MR 76434
411A Highland Ave
Somerville, MA 02144-2516

PLEASE NOTE: This request is not filed by a MuckRock staff member, but is being sent through MuckRock by the above in order to better track, share, and manage public records requests. Also note that improperly addressed (i.e., with the requester's name rather than "MuckRock News" and the department number) requests might be returned as undeliverable.

On July 2, 2019:
Subject: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)
RE: Email and Electronic Communications Audit

To Whom It May Concern:

** NOTE: this is a public mailbox, and all of your responses (including disclosed records) may be automatically and instantly available to the general public on the MuckRock.com service used to issue this request (though I am not a MuckRock representative). **

We request under the San Francisco Sunshine Ordinance (Ordinance) and the California Public Records Act (CPRA) the following items from the Mayor's Office.
Similar requests were recently made of the Board of Supervisors and Clerk. If a person has multiple email addresses (including but not limited to email aliases), 10 emails from each are requested. For example the Mayor may have a public-facing email alias and also an email address she uses to do business internally- 10 from each are requested. Please do not include spam or product advertisement emails.

We remind you of your obligations to provide electronic records in the original format you hold them in. Therefore, e-mails exported in the .eml or .msg format with all non-exempt headers, metadata, attachments, etc. are best.
However, if you choose to convert emails, for example, to PDF or printed format, to easily redact them, you must ensure that you have preserved the full content of the original email record (as specified in request "A"), which contains many detailed headers beyond the generally used From/To/Subject/Sent/etc. For the chat apps, a screenshot or print-out is acceptable.

If you use PDF, use properly redacted searchable or text pdfs. Please don't use image PDFs to make it harder to analyze the records.
If you provide PDFs instead of original email files, only give a few of the headers or lacking attachments/images, and/or improperly withhold public records that exist on private accounts/devices you may be in violation of SF Admin Code and/or CPRA, and we may challenge your decision at the Sunshine Ordinance Task Force, Supervisor of Records, judicially, and/or via any other remedies available to us. I currently have pending petitions to the Task Force and Supervisor of Records to correct prior disclosure failures of electronic information from your and other SF agencies.

You must justify all withholding.

Provide records in a rolling fashion. Do not wait for all records to be available.

Please provide only those copies of records available without any fees. If you determine certain records would require fees, please instead provide the required free notice of which of those records are available and non-exempt for inspection in-person if we so choose. Please use email to respond.

I look forward to your prompt disclosure.

PART 1 - Email

A. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails RECEIVED BY EACH OFFICIAL government email account of
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

B. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails SENT FROM EACH OFFICIAL government email account of
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

C. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails IN THE DRAFT or OUTBOX folder of EACH OFFICIAL government email account of the following. Please remember the special Sunshine exceptions to CPRA draft withholding under SF Admin Code 67.24(a).
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
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D. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails regarding the public's business (specifically those disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017)) SENT FROM EACH PERSONAL email account(s) of the following officials, TO/CC/BCC any sfgov.org email address. If NO such emails exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
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3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff

5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

PART 2 - Chat/Messaging

As used below "Conversations" include but are not limited to any metadata records showing that a conversation had taken place but is now deleted (due to expiration for example).
Various types of apps are mentioned below.

A. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Facebook Messenger]:
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7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

J.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [Google Hangouts], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

K.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [Signal], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case

law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
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7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

PART 3: all instruments used to inquire of each official as to whether they possess any responsive records above, and all of their responses

Sincerely,
Anonymous

Filed via MuckRock.com
E-mail (Preferred): requests@muckrock.com<mailto:requests@muckrock.com>
Upload documents directly: https://accounts.muckrock.com/accounts/login/?next=https%3A%2F%2Fwww.muckrock.com%2Faccounts%2Flogin%2F%3Fnext%3D%252Faccounts%252Fagency_login%252Foffice-of-the-mayor-3891%252Femail-and-electronic-communications-audit-sf-mayor-76434%252F%253Femail%253Dmayorsunshinerequests%252540sfgov.org&url_auth_token=AAAxJIxKbHL78P4hPis99Isuo1Y%3A1hlrQ8%3A5YfOmKj4HBhIdPSV3l5DcZr9f54
Is this email coming to the wrong contact? Something else wrong? Use the above link to let us know.

For mailed responses, please address (see note):
MuckRock News
DEPT MR 76434
411A Highland Ave
Somerville, MA 02144-2516

PLEASE NOTE: This request is not filed by a MuckRock staff member, but is being sent through MuckRock by the above in order to better track, share, and manage public records requests. Also

note that improperly addressed (i.e., with the requester's name rather than "MuckRock News" and the department number) requests might be returned as undeliverable.
[http://email.requests.muckrock.com/o/eJw1zUEOgyAQAMDXICNZLAvugUMT4zcadRclFkmhNunv20s_MMMB0akUOjAE3nRAAAja6HEYPPQ3BBxhcJYuFqo8T2mvpvO57LUsu15KVlu4Es8sPPulYmJ05GJkOxmaRbj3nZl8pcc9cSCyPYKqlU-fUtt5tC0d8nd_RYtreetS1y_4iC-s]

MuckRock Request - Deputy Chief of Staff Andrea Bruss

Download

From: Office of the Mayor **07/27/2019**

Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor) Email

From: Heckel, Hank (MYR)
Sent: Friday, July 26, 2019 9:32 PM
To: MayorSunshineRequests, MYR (MYR)
<mayorsunshinerequests@sfgov.org>; requests@muckrock.com
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

From: Heckel, Hank (MYR)
Sent: Friday, July 26, 2019 9:19 PM
To: MayorSunshineRequests, MYR (MYR)
<mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>; requests@muckrock.com<mailto:requests@muckrock.com>
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

From: Heckel, Hank (MYR)
Sent: Friday, July 26, 2019 9:17 PM
To: MayorSunshineRequests, MYR (MYR)
<mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>; 'requests@muckrock.com' <requests@muckrock.com<mailto:requests@muckrock.com>>
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

Dear Anonymous,

Please see the additional responsive records. Please note that in addition to the redactions noted below regarding privilege, personal privacy, official information dial-in numbers and codes, and open personnel decisions, these files contain redactions of information that is exempt from disclosure because it relates to ongoing negotiations regarding real estate and/or constitutes draft recommendations of the author. See Admin. Code § 67.25(a), (e).

Additional responsive documents will follow in separate emails due to file size.

Regards,

Hank Heckel
Compliance Officer
Office of Mayor London N. Breed
City and County of San Francisco

From: MayorSunshineRequests, MYR (MYR)
Sent: Friday, July 26, 2019 8:54 PM
To: MayorSunshineRequests, MYR (MYR)
<mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>; requests@muckrock.com<mailto:requests@muckrock.com>
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

From: MayorSunshineRequests, MYR (MYR)
<mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>
Sent: Friday, July 26, 2019 8:53 PM
To: MayorSunshineRequests, MYR (MYR)
<mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>; requests@muckrock.com<mailto:requests@muckrock.com>
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

From: MayorSunshineRequests, MYR (MYR)
<mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>
Sent: Friday, July 26, 2019 7:05 PM
To: MayorSunshineRequests, MYR (MYR)
<mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>; requests@muckrock.com<mailto:requests@muckrock.com>
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

VIA ELECTRONIC MAIL

Requestor: Anonymous
requests@muckrock.com<mailto:requests@muckrock.com>

July 26, 2019

Re: Public Records Request Received July 2 2019

Dear Anonymous:

This further responds to your request attached, entitled Email and Electronic Communications Audit, received by the Office of the Mayor on July 2, 2019. We previously invoked an extension of time to continue our response under Government Code § 6253(c) and San Francisco Admin. Code § 67.25(b) for up to 14 days from the original due date because of the need for consultation with other city departments and the potential volume of requested materials.

Response Dated July 26, 2019

We have completed our search and consultation and are attaching herewith responsive records located in the possession of the Office of the Mayor. The documents are provided in multiple emails due to file size. Please note that responsive emails from official city email accounts are provided for all of the requested custodians. Additionally, responsive text messages from personal devices pertaining to city business have been provided for Communications Director Jeff Cretan, Liaison to the Board of Supervisors Sophia Kittler and Compliance Officer Hank Heckel. No such responsive texts were located for the other requested custodians. Further, no responsive communications in the other electronic media named were located for the requested custodians.

The responsive documents have been provided in a PDF format for its ease of transferability and accessibility, consistent with Cal. Gov. Code 6253.9(a)(1). Metadata from any native format has not been provided to avoid risks to the security and integrity of the city's data system and avoid the release of exempt confidential or privileged information. Pursuant to Cal. Gov. Code 6253.9 (f), an agency is not required to provide an electronic record in an electronic format that would jeopardize or compromise the security or integrity of the original record or its data system. The PDF format ensures the security and integrity of the original record.

Please note that certain documents have been withheld on the basis of the attorney-client privilege and/or the attorney work product doctrine. Gov't Code § 6254(k); Evid. Code § 954; Code of Civ. Proc. § 2018.030; Gov't Code § 6276.04; Admin. Code § 67.21(k).

Please note that certain personal information such as private email addresses, phone numbers and personal addresses has been redacted to avoid an unwarranted breach of personal privacy. See Cal. Govt. Code Secs. 6254(c), 6254(k); California Constitution, Art. I, Sec. 1.

Please note that certain information has been redacted on the basis of the attorney-client privilege. Gov't Code § 6254(k); Evidence Code § 954; Admin. Code § 67.21(k).

Please also note that certain call-in information has been redacted pursuant to the official information privilege. See Cal. Evid. Code Sec. 1040(b)(2).

Please note that certain identifying information has been redacted to protect the identity of certain individuals involved in ongoing hiring processes. See Cal. Govt. Code Secs. 6254(c), Admin. Code § 67.24(c).

Please note that we are responding only on behalf of the Office of the Mayor and not on behalf of other City Departments. If you have any questions about your request or would like to submit another public records request, please feel free to contact us at mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>.

Best Regards,

Hank Heckel
Compliance Officer
Office of Mayor London N. Breed
City and County of San Francisco

From: MayorSunshineRequests, MYR (MYR) <mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>
Sent: Friday, July 12, 2019 3:54 PM
To: requests@muckrock.com<mailto:requests@muckrock.com>; MayorSunshineRequests, MYR (MYR) <mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

Dear Requestor,

This is in response to your request below received by the Office of the Mayor on July 2, 2019. We are processing our response to your inquiry. Please note that we are invoking an extension of time to continue our response under Government Code § 6253(c) and San Francisco Admin. Code § 67.25(b) for up to 14 days from the original due date because of the need for consultation with other city departments and the potential volume of requested materials.

We understand our obligation to conduct this consultation with all practicable speed and anticipate completing our production of any responsive documents no later than July 26, 2019.

If you have any questions about your request please let us know.

Regards,

Hank Heckel
Compliance Officer
Office of Mayor London N. Breed
City and County of San Francisco

From: requests@muckrock.com<mailto:requests@muckrock.com>
<requests@muckrock.com<mailto:requests@muckrock.com>>
Sent: Friday, July 12, 2019 2:01 AM
To: MayorSunshineRequests, MYR (MYR)
<mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

July 12, 2019

This is a follow up to a previous request:

To Whom It May Concern:

I wanted to follow up on the following California Public Records Act request, copied below, and originally submitted on July 2, 2019. Please let me know when I can expect to receive a response.

Thanks for your help, and let me know if further clarification is needed.

Filed via MuckRock.com
E-mail (Preferred): requests@muckrock.com<mailto:requests@muckrock.com>
Upload documents directly: https://accounts.muckrock.com/accounts/login/?next=https%3A%2F%2Fwww.muckrock.com%2Faccounts%2Flogin%2F%3Fnext%3D%252Faccounts%252Fagency_login%252Foffice-of-the-mayor-3891%252Femail-and-electronic-communications-audit-sf-mayor-76434%252F%253Femail%253Dmayorsunshinerequests%252540sfgov.org&url_auth_token=AAAxJIxKbHL78P4hPis99Isuo1Y%3A1hlrQ8%3A5YfOmKj4HBhldPSV3l5DcZr9f54
Is this email coming to the wrong contact? Something else wrong? Use the above link to let us know.

For mailed responses, please address (see note):
MuckRock News
DEPT MR 76434
411A Highland Ave
Somerville, MA 02144-2516

PLEASE NOTE: This request is not filed by a MuckRock staff member, but is being sent through MuckRock by the above in order to better track, share, and manage public records requests. Also

note that improperly addressed (i.e., with the requester's name rather than "MuckRock News" and the department number) requests might be returned as undeliverable.

On July 2, 2019:
Subject: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)
RE: Email and Electronic Communications Audit

To Whom It May Concern:

** NOTE: this is a public mailbox, and all of your responses (including disclosed records) may be automatically and instantly available to the general public on the MuckRock.com service used to issue this request (though I am not a MuckRock representative). **

We request under the San Francisco Sunshine Ordinance (Ordinance) and the California Public Records Act (CPRA) the following items from the Mayor's Office.
Similar requests were recently made of the Board of Supervisors and Clerk. If a person has multiple email addresses (including but not limited to email aliases), 10 emails from each are requested. For example the Mayor may have a public-facing email alias and also an email address she uses to do business internally- 10 from each are requested. Please do not include spam or product advertisement emails.

We remind you of your obligations to provide electronic records in the original format you hold them in. Therefore, e-mails exported in the .eml or .msg format with all non-exempt headers, metadata, attachments, etc. are best.
However, if you choose to convert emails, for example, to PDF or printed format, to easily redact them, you must ensure that you have preserved the full content of the original email record (as specified in request "A"), which contains many detailed headers beyond the generally used From/To/Subject/Sent/etc. For the chat apps, a screenshot or print-out is acceptable.

If you use PDF, use properly redacted searchable or text pdfs. Please don't use image PDFs to make it harder to analyze the records.
If you provide PDFs instead of original email files, only give a few of the headers or lacking attachments/images, and/or improperly withhold public records that exist on private accounts/devices you may be in violation of SF Admin Code and/or CPRA, and we may challenge your decision at the Sunshine Ordinance Task Force, Supervisor of Records, judicially, and/or via any other remedies available to us. I currently have pending petitions to the Task Force and Supervisor of Records to correct prior disclosure failures of electronic information from your and other SF agencies.

You must justify all withholding.

Provide records in a rolling fashion. Do not wait for all records to be available.

Please provide only those copies of records available without any fees. If you determine certain records would require fees, please instead provide the required free notice of which of those records are available and non-exempt for inspection in-person if we so choose. Please use email to respond.

I look forward to your prompt disclosure.

PART 1 - Email

A. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails RECEIVED BY EACH OFFICIAL government email account of
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

B. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails SENT FROM EACH OFFICIAL government email account of
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

C. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails IN THE DRAFT or OUTBOX folder of EACH OFFICIAL government email account of the following. Please remember the special Sunshine exceptions to CPRA draft withholding under SF Admin Code 67.24(a).
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

D. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails regarding the public's business (specifically those disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017)) SENT FROM EACH PERSONAL email account(s) of the following officials, TO/CC/BCC any sfgov.org email address. If NO such emails exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director

6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

E. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails regarding the public's business (specifically those disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017)) RECEIVED BY EACH PERSONAL email account(s) of the following officials, FROM any sfgov.org email address. If NO such emails exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
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2. Chief of Staff
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8. Compliance Officer

PART 2 - Chat/Messaging

As used below "Conversations" include but are not limited to any metadata records showing that a conversation had taken place but is now deleted (due to expiration for example).
Various types of apps are mentioned below.

A. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Facebook Messenger]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

B. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Telegram]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
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5. Communications Director
6. Policy Director
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8. Compliance Officer

C. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the

Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Slack]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
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6. Policy Director
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1. Mayor Breed
2. Chief of Staff
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4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
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G.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [Facebook Messenger], solely to the extent that

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6. Policy Director
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8. Compliance Officer

PART 3: all instruments used to inquire of each official as to whether they possess any responsive records above, and all of their responses

Sincerely,
Anonymous

Filed via MuckRock.com
E-mail (Preferred): requests@muckrock.com<mailto:requests@muckrock.com>
Upload documents directly: https://accounts.muckrock.com/accounts/login/?next=https%3A%2F%2Fwww.muckrock.com%2Faccounts%2Flogin%2F%3Fnext%3D%252Faccou

nts%252Fagency_login%252Foffice-of-the-mayor-3891%252Femail-and-electronic-communications-audit-sf-mayor-76434%252F%253Femail%253Dmayorsunshinerequests%252540sfgov.org&url_auth_token=AAAxJIxKbHL78P4hPis99lsuo1Y%3A1hlrQ8%3A5YfOmKj4HBhldPSV3l5DcZr9f54
Is this email coming to the wrong contact? Something else wrong? Use the above link to let us know.

For mailed responses, please address (see note):
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DEPT MR 76434
411A Highland Ave
Somerville, MA 02144-2516

PLEASE NOTE: This request is not filed by a MuckRock staff member, but is being sent through MuckRock by the above in order to better track, share, and manage public records requests. Also note that improperly addressed (i.e., with the requester's name rather than "MuckRock News" and the department number) requests might be returned as undeliverable.
[http://email.requests.muckrock.com/o/eJw1zUEOgyAQAMDXICNZLAvugUMT4zcadRclFkmhNunv20s_MMMB0akUOjAE3nRAAAja6HEYPPQ3BBxhcJYuFqo8T2mvpvO57LUsu15KVlu4Es8sPPulYmJ05GJkOxmaRbj3nZI8pcc9cSCyPYKqIU-fUtt5tC0d8nd_RYtreetS1y_4iC-s]

MuckRock Request - Senior Advisor Marjan Philhour

Download

From: Office of the Mayor **07/27/2019**

Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor) Email

From: Heckel, Hank (MYR)
Sent: Friday, July 26, 2019 10:00 PM
To: MayorSunshineRequests, MYR (MYR) <mayorsunshinerequests@sfgov.org>; requests@muckrock.com
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

From: Heckel, Hank (MYR)
Sent: Friday, July 26, 2019 9:32 PM
To: MayorSunshineRequests, MYR (MYR) <mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>; requests@muckrock.com<mailto:requests@muckrock.com>
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

From: Heckel, Hank (MYR)
Sent: Friday, July 26, 2019 9:19 PM
To: MayorSunshineRequests, MYR (MYR) <mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>; requests@muckrock.com<mailto:requests@muckrock.com>
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

From: Heckel, Hank (MYR)
Sent: Friday, July 26, 2019 9:17 PM

To: MayorSunshineRequests, MYR (MYR)
<mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>;
'requests@muckrock.com' <requests@muckrock.com<mailto:requests@muckrock.com>>
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

Dear Anonymous,

Please see the additional responsive records. Please note that in addition to the redactions noted below regarding privilege, personal privacy, official information dial-in numbers and codes, and open personnel decisions, these files contain redactions of information that is exempt from disclosure because it relates to ongoing negotiations regarding real estate and/or constitutes draft recommendations of the author. See Admin. Code § 67.25(a), (e).

Additional responsive documents will follow in separate emails due to file size.

Regards,

Hank Heckel
Compliance Officer
Office of Mayor London N. Breed
City and County of San Francisco

From: MayorSunshineRequests, MYR (MYR)
Sent: Friday, July 26, 2019 8:54 PM
To: MayorSunshineRequests, MYR (MYR)
<mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>; requests@muckrock.com<mailto:requests@muckrock.com>
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

From: MayorSunshineRequests, MYR (MYR)
<mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>
Sent: Friday, July 26, 2019 8:53 PM
To: MayorSunshineRequests, MYR (MYR)
<mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>; requests@muckrock.com<mailto:requests@muckrock.com>
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

From: MayorSunshineRequests, MYR (MYR)
<mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>
Sent: Friday, July 26, 2019 7:05 PM
To: MayorSunshineRequests, MYR (MYR)
<mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>; requests@muckrock.com<mailto:requests@muckrock.com>
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

VIA ELECTRONIC MAIL

Requestor: Anonymous
requests@muckrock.com<mailto:requests@muckrock.com>

July 26, 2019

Re: Public Records Request Received July 2 2019

Dear Anonymous:

This further responds to your request attached, entitled Email and Electronic Communications Audit, received by the Office of the Mayor on July 2, 2019. We previously invoked an extension of time to continue our response under Government Code § 6253(c) and San Francisco Admin. Code § 67.25(b) for up to 14 days from the original due date because of the need for consultation with other city departments and the potential volume of requested materials.

Response Dated July 26, 2019

We have completed our search and consultation and are attaching herewith responsive records located in the possession of the Office of the Mayor. The documents are provided in multiple emails due to file size. Please note that responsive emails from official city email accounts are provided for all of the requested custodians. Additionally, responsive text messages from personal devices pertaining to city business have been provided for Communications Director Jeff Cretan, Liaison to the Board of Supervisors Sophia Kittler and Compliance Officer Hank Heckel. No such responsive texts were located for the other requested custodians. Further, no responsive communications in the other electronic media named were located for the requested custodians.

The responsive documents have been provided in a PDF format for its ease of transferability and accessibility, consistent with Cal. Gov. Code 6253.9(a)(1). Metadata from any native format has not been provided to avoid risks to the security and integrity of the city's data system and avoid the release of exempt confidential or privileged information. Pursuant to Cal. Gov. Code 6253.9 (f), an agency is not required to provide an electronic record in an electronic format that would jeopardize or compromise the security or integrity of the original record or its data system. The PDF format ensures the security and integrity of the original record.

Please note that certain documents have been withheld on the basis of the attorney-client privilege and/or the attorney work product doctrine. Gov't Code § 6254(k); Evid. Code § 954; Code of Civ. Proc. § 2018.030; Gov't Code § 6276.04; Admin. Code § 67.21(k).

Please note that certain personal information such as private email addresses, phone numbers and personal addresses has been redacted to avoid an unwarranted breach of personal privacy. See Cal. Govt. Code Secs. 6254(c), 6254(k); California Constitution, Art. I, Sec. 1.

Please note that certain information has been redacted on the basis of the attorney-client privilege. Gov't Code § 6254(k); Evidence Code § 954; Admin. Code § 67.21(k).

Please also note that certain call-in information has been redacted pursuant to the official information privilege. See Cal. Evid. Code Sec. 1040(b)(2).

Please note that certain identifying information has been redacted to protect the identity of certain individuals involved in ongoing hiring processes. See Cal. Govt. Code Secs. 6254(c), Admin. Code § 67.24(c).

Please note that we are responding only on behalf of the Office of the Mayor and not on behalf of other City Departments. If you have any questions about your request or would like to submit another public records request, please feel free to contact us at mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>.

Best Regards,

Hank Heckel
Compliance Officer
Office of Mayor London N. Breed
City and County of San Francisco

From: MayorSunshineRequests, MYR (MYR)
<mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>
Sent: Friday, July 12, 2019 3:54 PM
To: requests@muckrock.com<mailto:requests@muckrock.com>; MayorSunshineRequests, MYR (MYR) <mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

Dear Requestor,

This is in response to your request below received by the Office of the Mayor on July 2, 2019. We are processing our response to your inquiry. Please note that we are invoking an extension of time to continue our response under Government Code § 6253(c) and San Francisco Admin. Code § 67.25(b) for up to 14 days from the original due date because of the need for consultation with other city departments and the potential volume of requested materials.

We understand our obligation to conduct this consultation with all practicable speed and anticipate completing our production of any responsive documents no later than July 26, 2019.

If you have any questions about your request please let us know.

Regards,

Hank Heckel
Compliance Officer
Office of Mayor London N. Breed
City and County of San Francisco

From: requests@muckrock.com<mailto:requests@muckrock.com>
<requests@muckrock.com<mailto:requests@muckrock.com>>
Sent: Friday, July 12, 2019 2:01 AM
To: MayorSunshineRequests, MYR (MYR)
<mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

July 12, 2019

This is a follow up to a previous request:

To Whom It May Concern:

I wanted to follow up on the following California Public Records Act request, copied below, and originally submitted on July 2, 2019. Please let me know when I can expect to receive a response.

Thanks for your help, and let me know if further clarification is needed.

Filed via MuckRock.com
E-mail (Preferred): requests@muckrock.com<mailto:requests@muckrock.com>
Upload documents directly: https://accounts.muckrock.com/accounts/login/?next=https%3A%2F%2Fwww.muckrock.com%2Faccounts%2Flogin%2F%3Fnext%3D%252Faccounts%252Fagency_login%252Foffice-of-the-mayor-3891%252Femail-and-electronic-communications-audit-sf-mayor-76434%252F%253Femail%253Dmayorsunshinerequests%252540sfgov.org&url_auth_token=AAAxJIxKbHL78P4hPis99lsuo1Y%3A1hlrQ8%3A5YfOmKj4HBhldPSV3l5DcZr9f54
Is this email coming to the wrong contact? Something else wrong? Use the above link to let us know.

For mailed responses, please address (see note):
MuckRock News
DEPT MR 76434
411A Highland Ave
Somerville, MA 02144-2516

PLEASE NOTE: This request is not filed by a MuckRock staff member, but is being sent through MuckRock by the above in order to better track, share, and manage public records requests. Also note that improperly addressed (i.e., with the requester's name rather than "MuckRock News" and the department number) requests might be returned as undeliverable.

On July 2, 2019:
Subject: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)
RE: Email and Electronic Communications Audit

To Whom It May Concern:

** NOTE: this is a public mailbox, and all of your responses (including disclosed records) may be automatically and instantly available to the general public on the MuckRock.com service used to issue this request (though I am not a MuckRock representative). **

We request under the San Francisco Sunshine Ordinance (Ordinance) and the California Public Records Act (CPRA) the following items from the Mayor's Office.
Similar requests were recently made of the Board of Supervisors and Clerk. If a person has multiple email addresses (including but not limited to email aliases), 10 emails from each are requested. For example the Mayor may have a public-facing email alias and also an email address she uses to do business internally- 10 from each are requested. Please do not include spam or product advertisement emails.

We remind you of your obligations to provide electronic records in the original format you hold them in. Therefore, e-mails exported in the .eml or .msg format with all non-exempt headers, metadata, attachments, etc. are best.
However, if you choose to convert emails, for example, to PDF or printed format, to easily redact them, you must ensure that you have preserved the full content of the original email record (as

specified in request "A"), which contains many detailed headers beyond the generally used From/To/Subject/Sent/etc. For the chat apps, a screenshot or print-out is acceptable.

If you use PDF, use properly redacted searchable or text pdfs. Please don't use image PDFs to make it harder to analyze the records.
If you provide PDFs instead of original email files, only give a few of the headers or lacking attachments/images, and/or improperly withhold public records that exist on private accounts/devices you may be in violation of SF Admin Code and/or CPRA, and we may challenge your decision at the Sunshine Ordinance Task Force, Supervisor of Records, judicially, and/or via any other remedies available to us. I currently have pending petitions to the Task Force and Supervisor of Records to correct prior disclosure failures of electronic information from your and other SF agencies.

You must justify all withholding.

Provide records in a rolling fashion. Do not wait for all records to be available.

Please provide only those copies of records available without any fees. If you determine certain records would require fees, please instead provide the required free notice of which of those records are available and non-exempt for inspection in-person if we so choose. Please use email to respond.

I look forward to your prompt disclosure.

PART 1 - Email

A. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails RECEIVED BY EACH OFFICIAL government email account of
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

B. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails SENT FROM EACH OFFICIAL government email account of
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

C. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails IN THE DRAFT or OUTBOX folder of EACH OFFICIAL government email account of the following. Please remember the special Sunshine exceptions to CPRA draft withholding under SF Admin Code 67.24(a).
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

D. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails regarding the public's business (specifically those disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017)) SENT FROM EACH PERSONAL email account(s) of the following officials, TO/CC/BCC any sfgov.org email address. If NO such emails exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

E. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails regarding the public's business (specifically those disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017)) RECEIVED BY EACH PERSONAL email account(s) of the following officials, FROM any sfgov.org email address. If NO such emails exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

PART 2 - Chat/Messaging

As used below "Conversations" include but are not limited to any metadata records showing that a conversation had taken place but is now deleted (due to expiration for example).
Various types of apps are mentioned below.

A. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the

Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Facebook Messenger]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

B. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Telegram]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

C. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Slack]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

D. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Google Hangouts]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

E. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Signal]:

1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

F. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [SMS/MMS/text messages]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

G.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [Facebook Messenger], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

H.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [Telegram], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
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3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director

7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

I.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [Slack], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
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1. Mayor Breed
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1. Mayor Breed
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3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

L.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [text/SMS/MMS messaging], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

PART 3: all instruments used to inquire of each official as to whether they possess any responsive records above, and all of their responses

Sincerely,
Anonymous

Filed via MuckRock.com
E-mail (Preferred): requests@muckrock.com<mailto:requests@muckrock.com>
Upload documents directly: https://accounts.muckrock.com/accounts/login/?next=https%3A%2F%2Fwww.muckrock.com%2Faccounts%2Flogin%2F%3Fnext%3D%252Faccounts%252Fagency_login%252Foffice-of-the-mayor-3891%252Femail-and-electronic-communications-audit-sf-mayor-76434%252F%253Femail%253Dmayorsunshinerequests%252540sfgov.org&url_auth_token=AAAxJIxKbHL78P4hPis99Isuo1Y%3A1hlrQ8%3A5YfOmKj4HBhldPSV3l5DcZr9f54
Is this email coming to the wrong contact? Something else wrong? Use the above link to let us know.

For mailed responses, please address (see note):
MuckRock News
DEPT MR 76434
411A Highland Ave
Somerville, MA 02144-2516

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[http://email.requests.muckrock.com/o/eJw1zUEOgyAQAMDXICNZLAvugUMT4zcadRclFkmhNunv20s_MMMB0akUOjAE3nRAAAja6HEYPPQ3BBxhcJYuFqo8T2mvpvO57LUsu15KVIu4Es8sPPulYmJ05GJkOxmaRbj3nZI8pcc9cSCyPYKqIU-fUtt5tC0d8nd_RYtreetS1y_4iC-s]



MuckRock Request - Chief of Staff Sean Elsbernd 1

Download

Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor) Email

From: Heckel, Hank (MYR)
Sent: Friday, July 26, 2019 10:06 PM
To: MayorSunshineRequests, MYR (MYR) <mayorsunshinerequests@sfgov.org>; 'requests@muckrock.com' <requests@muckrock.com>
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To: MayorSunshineRequests, MYR (MYR) <mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>; 'requests@muckrock.com' <requests@muckrock.com<mailto:requests@muckrock.com>>
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

Dear Anonymous,

Please see the additional responsive records. Please note that in addition to the redactions noted below regarding privilege, personal privacy, official information dial-in numbers and codes, and open personnel decisions, these files contain redactions of information that is exempt from disclosure because it relates to ongoing negotiations regarding real estate and/or constitutes draft recommendations of the author. See Admin. Code § 67.25(a), (e).

Additional responsive documents will follow in separate emails due to file size.

Regards,

Hank Heckel
Compliance Officer
Office of Mayor London N. Breed
City and County of San Francisco

From: MayorSunshineRequests, MYR (MYR)
Sent: Friday, July 26, 2019 8:54 PM
To: MayorSunshineRequests, MYR (MYR)
<mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>; requests@muckrock.com<mailto:requests@muckrock.com>
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

From: MayorSunshineRequests, MYR (MYR)
<mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>
Sent: Friday, July 26, 2019 8:53 PM
To: MayorSunshineRequests, MYR (MYR)
<mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>; requests@muckrock.com<mailto:requests@muckrock.com>
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

From: MayorSunshineRequests, MYR (MYR)
<mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>
Sent: Friday, July 26, 2019 7:05 PM
To: MayorSunshineRequests, MYR (MYR)
<mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>; requests@muckrock.com<mailto:requests@muckrock.com>
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

VIA ELECTRONIC MAIL

Requestor: Anonymous
requests@muckrock.com<mailto:requests@muckrock.com>

July 26, 2019

Re: Public Records Request Received July 2 2019

Dear Anonymous:

This further responds to your request attached, entitled Email and Electronic Communications Audit, received by the Office of the Mayor on July 2, 2019. We previously invoked an extension of time to continue our response under Government Code § 6253(c) and San Francisco Admin. Code § 67.25(b) for up to 14 days from the original due date because of the need for consultation with other city departments and the potential volume of requested materials.

Response Dated July 26, 2019

We have completed our search and consultation and are attaching herewith responsive records located in the possession of the Office of the Mayor. The documents are provided in multiple emails due to file size. Please note that responsive emails from official city email accounts are provided for

all of the requested custodians. Additionally, responsive text messages from personal devices pertaining to city business have been provided for Communications Director Jeff Cretan, Liaison to the Board of Supervisors Sophia Kittler and Compliance Officer Hank Heckel. No such responsive texts were located for the other requested custodians. Further, no responsive communications in the other electronic media named were located for the requested custodians.

The responsive documents have been provided in a PDF format for its ease of transferability and accessibility, consistent with Cal. Gov. Code 6253.9(a)(1). Metadata from any native format has not been provided to avoid risks to the security and integrity of the city's data system and avoid the release of exempt confidential or privileged information. Pursuant to Cal. Gov. Code 6253.9 (f), an agency is not required to provide an electronic record in an electronic format that would jeopardize or compromise the security or integrity of the original record or its data system. The PDF format ensures the security and integrity of the original record.

Please note that certain documents have been withheld on the basis of the attorney-client privilege and/or the attorney work product doctrine. Gov't Code § 6254(k); Evid. Code § 954; Code of Civ. Proc. § 2018.030; Gov't Code § 6276.04; Admin. Code § 67.21(k).

Please note that certain personal information such as private email addresses, phone numbers and personal addresses has been redacted to avoid an unwarranted breach of personal privacy. See Cal. Govt. Code Secs. 6254(c), 6254(k); California Constitution, Art. I, Sec. 1.

Please note that certain information has been redacted on the basis of the attorney-client privilege. Gov't Code § 6254(k); Evidence Code § 954; Admin. Code § 67.21(k).

Please also note that certain call-in information has been redacted pursuant to the official information privilege. See Cal. Evid. Code Sec. 1040(b)(2).

Please note that certain identifying information has been redacted to protect the identity of certain individuals involved in ongoing hiring processes. See Cal. Govt. Code Secs. 6254(c), Admin. Code § 67.24(c).

Please note that we are responding only on behalf of the Office of the Mayor and not on behalf of other City Departments. If you have any questions about your request or would like to submit another public records request, please feel free to contact us at mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>.

Best Regards,

Hank Heckel
Compliance Officer
Office of Mayor London N. Breed
City and County of San Francisco

From: MayorSunshineRequests, MYR (MYR) <mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>
Sent: Friday, July 12, 2019 3:54 PM
To: requests@muckrock.com<mailto:requests@muckrock.com>; MayorSunshineRequests, MYR (MYR) <mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

Dear Requestor,

This is in response to your request below received by the Office of the Mayor on July 2, 2019. We are processing our response to your inquiry. Please note that we are invoking an extension of time to continue our response under Government Code § 6253(c) and San Francisco Admin. Code § 67.25(b) for up to 14 days from the original due date because of the need for consultation with other city departments and the potential volume of requested materials.

We understand our obligation to conduct this consultation with all practicable speed and anticipate completing our production of any responsive documents no later than July 26, 2019.

If you have any questions about your request please let us know.

Regards,

Hank Heckel
Compliance Officer
Office of Mayor London N. Breed
City and County of San Francisco

From: requests@muckrock.com<mailto:requests@muckrock.com>
<requests@muckrock.com<mailto:requests@muckrock.com>>
Sent: Friday, July 12, 2019 2:01 AM
To: MayorSunshineRequests, MYR (MYR)
<mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

July 12, 2019

This is a follow up to a previous request:

To Whom It May Concern:

I wanted to follow up on the following California Public Records Act request, copied below, and originally submitted on July 2, 2019. Please let me know when I can expect to receive a response.

Thanks for your help, and let me know if further clarification is needed.

Filed via MuckRock.com
E-mail (Preferred): requests@muckrock.com<mailto:requests@muckrock.com>
Upload documents directly: https://accounts.muckrock.com/accounts/login/?next=https%3A%2F%2Fwww.muckrock.com%2Faccounts%2Flogin%2F%3Fnext%3D%252Faccounts%252Fagency_login%252Foffice-of-the-mayor-3891%252Femail-and-electronic-communications-audit-sf-mayor-76434%252F%253Femail%253Dmayorsunshinerequests%252540sfgov.org&url_auth_token=AAAxJIxKbHL78P4hPis99Isuo1Y%3A1hlrQ8%3A5YfOmKj4HBhldPSV3l5DcZr9f54
Is this email coming to the wrong contact? Something else wrong? Use the above link to let us know.

For mailed responses, please address (see note):
MuckRock News

DEPT MR 76434
411A Highland Ave
Somerville, MA 02144-2516

PLEASE NOTE: This request is not filed by a MuckRock staff member, but is being sent through MuckRock by the above in order to better track, share, and manage public records requests. Also note that improperly addressed (i.e., with the requester's name rather than "MuckRock News" and the department number) requests might be returned as undeliverable.

On July 2, 2019:
Subject: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)
RE: Email and Electronic Communications Audit

To Whom It May Concern:

** NOTE: this is a public mailbox, and all of your responses (including disclosed records) may be automatically and instantly available to the general public on the MuckRock.com service used to issue this request (though I am not a MuckRock representative). **

We request under the San Francisco Sunshine Ordinance (Ordinance) and the California Public Records Act (CPRA) the following items from the Mayor's Office.
Similar requests were recently made of the Board of Supervisors and Clerk. If a person has multiple email addresses (including but not limited to email aliases), 10 emails from each are requested. For example the Mayor may have a public-facing email alias and also an email address she uses to do business internally- 10 from each are requested. Please do not include spam or product advertisement emails.

We remind you of your obligations to provide electronic records in the original format you hold them in. Therefore, e-mails exported in the .eml or .msg format with all non-exempt headers, metadata, attachments, etc. are best.
However, if you choose to convert emails, for example, to PDF or printed format, to easily redact them, you must ensure that you have preserved the full content of the original email record (as specified in request "A"), which contains many detailed headers beyond the generally used From/To/Subject/Sent/etc. For the chat apps, a screenshot or print-out is acceptable.

If you use PDF, use properly redacted searchable or text pdfs. Please don't use image PDFs to make it harder to analyze the records.
If you provide PDFs instead of original email files, only give a few of the headers or lacking attachments/images, and/or improperly withhold public records that exist on private accounts/devices you may be in violation of SF Admin Code and/or CPRA, and we may challenge your decision at the Sunshine Ordinance Task Force, Supervisor of Records, judicially, and/or via any other remedies available to us. I currently have pending petitions to the Task Force and Supervisor of Records to correct prior disclosure failures of electronic information from your and other SF agencies.

You must justify all withholding.

Provide records in a rolling fashion. Do not wait for all records to be available.

Please provide only those copies of records available without any fees. If you determine certain records would require fees, please instead provide the required free notice of which of those records are available and non-exempt for inspection in-person if we so choose. Please use email to respond.

I look forward to your prompt disclosure.

PART 1 - Email

A. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails RECEIVED BY EACH OFFICIAL government email account of
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

B. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails SENT FROM EACH OFFICIAL government email account of
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

C. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails IN THE DRAFT or OUTBOX folder of EACH OFFICIAL government email account of the following. Please remember the special Sunshine exceptions to CPRA draft withholding under SF Admin Code 67.24(a).
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

D. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails regarding the public's business (specifically those disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017)) SENT FROM EACH PERSONAL email account(s) of the following officials,

TO/CC/BCC any sfgov.org email address. If NO such emails exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

E. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails regarding the public's business (specifically those disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017)) RECEIVED BY EACH PERSONAL email account(s) of the following officials, FROM any sfgov.org email address. If NO such emails exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

PART 2 - Chat/Messaging

As used below "Conversations" include but are not limited to any metadata records showing that a conversation had taken place but is now deleted (due to expiration for example).
Various types of apps are mentioned below.

A. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Facebook Messenger]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

B. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Telegram]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff

5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

C. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Slack]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

D. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Google Hangouts]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

E. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Signal]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

F. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [SMS/MMS/text messages]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director

7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

G.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [Facebook Messenger], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

H.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [Telegram], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

I.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [Slack], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

J.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [Google Hangouts], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

K.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [Signal], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

L.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [text/SMS/MMS messaging], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

PART 3: all instruments used to inquire of each official as to whether they possess any responsive records above, and all of their responses

Sincerely,
Anonymous

Filed via MuckRock.com
E-mail (Preferred): requests@muckrock.com<mailto:requests@muckrock.com>
Upload documents directly: https://accounts.muckrock.com/accounts/login/?next=https%3A%2F%2Fwww.muckrock.com%2Faccounts%2Flogin%2F%3Fnext%3D%252Faccounts%252Fagency_login%252Foffice-of-the-mayor-3891%252Femail-and-electronic-communications-audit-sf-mayor-76434%252F%253Femail%253Dmayorsunshinerequests%252540sfgov.org&url_auth_token=AAAxJIxKbHL78P4hPis99lsuo1Y%3A1hlrQ8%3A5YfOmKj4HBhldPSV3I5DcZr9f54
Is this email coming to the wrong contact? Something else wrong? Use the above link to let us know.

For mailed responses, please address (see note):
MuckRock News
DEPT MR 76434
411A Highland Ave
Somerville, MA 02144-2516

PLEASE NOTE: This request is not filed by a MuckRock staff member, but is being sent through MuckRock by the above in order to better track, share, and manage public records requests. Also note that improperly addressed (i.e., with the requester's name rather than "MuckRock News" and the department number) requests might be returned as undeliverable.
[http://email.requests.muckrock.com/o/eJw1zUEOgyAQAMDXICNZLAvugUMT4zcadRclFkmhNunv20s_MMMB0akUOjAE3nRAAAja6HEYPPQ3BBxhcJYuFqo8T2mvpvO57LUsu15KVlu4Es8sPPulYmJ05GJkOxmaRbj3nZI8pcc9cSCyPYKqIU-fUtt5tC0d8nd_RYtreetS1y_4iC-s]

MuckRock Request - Chief of Staff Sean Elsbernd 2

Download

From: Office of the Mayor **07/27/2019**

Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor) Email

From: Heckel, Hank (MYR)
Sent: Friday, July 26, 2019 10:11 PM
To: MayorSunshineRequests, MYR (MYR) <mayorsunshinerequests@sfgov.org>; requests@muckrock.com
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

From: Heckel, Hank (MYR)
Sent: Friday, July 26, 2019 10:06 PM
To: MayorSunshineRequests, MYR (MYR) <mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>; 'requests@muckrock.com' <requests@muckrock.com<mailto:requests@muckrock.com>>
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

From: Heckel, Hank (MYR)
Sent: Friday, July 26, 2019 10:00 PM
To: MayorSunshineRequests, MYR (MYR)

<mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>; requests@muckrock.com<mailto:requests@muckrock.com>
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

From: Heckel, Hank (MYR)
Sent: Friday, July 26, 2019 9:32 PM
To: MayorSunshineRequests, MYR (MYR)
<mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>; requests@muckrock.com<mailto:requests@muckrock.com>
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

From: Heckel, Hank (MYR)
Sent: Friday, July 26, 2019 9:19 PM
To: MayorSunshineRequests, MYR (MYR)
<mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>; requests@muckrock.com<mailto:requests@muckrock.com>
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

From: Heckel, Hank (MYR)
Sent: Friday, July 26, 2019 9:17 PM
To: MayorSunshineRequests, MYR (MYR)
<mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>; 'requests@muckrock.com' <requests@muckrock.com<mailto:requests@muckrock.com>>
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

Dear Anonymous,

Please see the additional responsive records. Please note that in addition to the redactions noted below regarding privilege, personal privacy, official information dial-in numbers and codes, and open personnel decisions, these files contain redactions of information that is exempt from disclosure because it relates to ongoing negotiations regarding real estate and/or constitutes draft recommendations of the author. See Admin. Code § 67.25(a), (e).

Additional responsive documents will follow in separate emails due to file size.

Regards,

Hank Heckel
Compliance Officer
Office of Mayor London N. Breed
City and County of San Francisco

From: MayorSunshineRequests, MYR (MYR)
Sent: Friday, July 26, 2019 8:54 PM
To: MayorSunshineRequests, MYR (MYR)
<mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>; requests@muckrock.com<mailto:requests@muckrock.com>
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

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Sent: Friday, July 26, 2019 8:53 PM
To: MayorSunshineRequests, MYR (MYR)
<mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>; requests@muckrock.com<mailto:requests@muckrock.com>
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From: MayorSunshineRequests, MYR (MYR)
<mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>
Sent: Friday, July 26, 2019 7:05 PM
To: MayorSunshineRequests, MYR (MYR)
<mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>; requests@muckrock.com<mailto:requests@muckrock.com>
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

VIA ELECTRONIC MAIL

Requestor: Anonymous
requests@muckrock.com<mailto:requests@muckrock.com>

July 26, 2019

Re: Public Records Request Received July 2 2019

Dear Anonymous:

This further responds to your request attached, entitled Email and Electronic Communications Audit, received by the Office of the Mayor on July 2, 2019. We previously invoked an extension of time to continue our response under Government Code § 6253(c) and San Francisco Admin. Code § 67.25(b) for up to 14 days from the original due date because of the need for consultation with other city departments and the potential volume of requested materials.

Response Dated July 26, 2019

We have completed our search and consultation and are attaching herewith responsive records located in the possession of the Office of the Mayor. The documents are provided in multiple emails due to file size. Please note that responsive emails from official city email accounts are provided for all of the requested custodians. Additionally, responsive text messages from personal devices pertaining to city business have been provided for Communications Director Jeff Cretan, Liaison to the Board of Supervisors Sophia Kittler and Compliance Officer Hank Heckel. No such responsive texts were located for the other requested custodians. Further, no responsive communications in the other electronic media named were located for the requested custodians.

The responsive documents have been provided in a PDF format for its ease of transferability and accessibility, consistent with Cal. Gov. Code 6253.9(a)(1). Metadata from any native format has not been provided to avoid risks to the security and integrity of the city's data system and avoid the release of exempt confidential or privileged information. Pursuant to Cal. Gov. Code 6253.9 (f), an agency is not required to provide an electronic record in an electronic format that would jeopardize or compromise the security or integrity of the original record or its data system. The PDF format ensures the security and integrity of the original record.

Please note that certain documents have been withheld on the basis of the attorney-client privilege and/or the attorney work product doctrine. Gov't Code § 6254(k); Evid. Code § 954; Code of Civ. Proc. § 2018.030; Gov't Code § 6276.04; Admin. Code § 67.21(k).

Please note that certain personal information such as private email addresses, phone numbers and personal addresses has been redacted to avoid an unwarranted breach of personal privacy. See Cal. Govt. Code Secs. 6254(c), 6254(k); California Constitution, Art. I, Sec. 1.

Please note that certain information has been redacted on the basis of the attorney-client privilege. Gov't Code § 6254(k); Evidence Code § 954; Admin. Code § 67.21(k).

Please also note that certain call-in information has been redacted pursuant to the official information privilege. See Cal. Evid. Code Sec. 1040(b)(2).

Please note that certain identifying information has been redacted to protect the identity of certain individuals involved in ongoing hiring processes. See Cal. Govt. Code Secs. 6254(c), Admin. Code § 67.24(c).

Please note that we are responding only on behalf of the Office of the Mayor and not on behalf of other City Departments. If you have any questions about your request or would like to submit another public records request, please feel free to contact us at mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>.

Best Regards,

Hank Heckel
Compliance Officer
Office of Mayor London N. Breed
City and County of San Francisco

From: MayorSunshineRequests, MYR (MYR) <mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>
Sent: Friday, July 12, 2019 3:54 PM
To: requests@muckrock.com<mailto:requests@muckrock.com>; MayorSunshineRequests, MYR (MYR) <mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

Dear Requestor,

This is in response to your request below received by the Office of the Mayor on July 2, 2019. We are processing our response to your inquiry. Please note that we are invoking an extension of time to continue our response under Government Code § 6253(c) and San Francisco Admin. Code § 67.25(b) for up to 14 days from the original due date because of the need for consultation with other city departments and the potential volume of requested materials.

We understand our obligation to conduct this consultation with all practicable speed and anticipate completing our production of any responsive documents no later than July 26, 2019.

If you have any questions about your request please let us know.

Regards,

Hank Heckel
Compliance Officer
Office of Mayor London N. Breed
City and County of San Francisco

From: requests@muckrock.com<mailto:requests@muckrock.com>
<requests@muckrock.com<mailto:requests@muckrock.com>>
Sent: Friday, July 12, 2019 2:01 AM
To: MayorSunshineRequests, MYR (MYR)
<mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

July 12, 2019

This is a follow up to a previous request:

To Whom It May Concern:

I wanted to follow up on the following California Public Records Act request, copied below, and originally submitted on July 2, 2019. Please let me know when I can expect to receive a response.

Thanks for your help, and let me know if further clarification is needed.

Filed via MuckRock.com
E-mail (Preferred): requests@muckrock.com<mailto:requests@muckrock.com>
Upload documents directly: https://accounts.muckrock.com/accounts/login/?next=https%3A%2F%2Fwww.muckrock.com%2Faccounts%2Flogin%2F%3Fnext%3D%252Faccounts%252Fagency_login%252Foffice-of-the-mayor-3891%252Femail-and-electronic-communications-audit-sf-mayor-76434%252F%253Femail%253Dmayorsunshinerequests%252540sfgov.org&url_auth_token=AAAxJIxKbHL78P4hPis99Isuo1Y%3A1hlrQ8%3A5YfOmKj4HBhldPSV3l5DcZr9f54
Is this email coming to the wrong contact? Something else wrong? Use the above link to let us know.

For mailed responses, please address (see note):
MuckRock News
DEPT MR 76434
411A Highland Ave
Somerville, MA 02144-2516

PLEASE NOTE: This request is not filed by a MuckRock staff member, but is being sent through MuckRock by the above in order to better track, share, and manage public records requests. Also note that improperly addressed (i.e., with the requester's name rather than "MuckRock News" and the department number) requests might be returned as undeliverable.

On July 2, 2019:
Subject: California Public Records Act Request: Email and Electronic Communications Audit (SF

Mayor)
RE: Email and Electronic Communications Audit

To Whom It May Concern:

** NOTE: this is a public mailbox, and all of your responses (including disclosed records) may be automatically and instantly available to the general public on the MuckRock.com service used to issue this request (though I am not a MuckRock representative). **

We request under the San Francisco Sunshine Ordinance (Ordinance) and the California Public Records Act (CPRA) the following items from the Mayor's Office.
Similar requests were recently made of the Board of Supervisors and Clerk. If a person has multiple email addresses (including but not limited to email aliases), 10 emails from each are requested. For example the Mayor may have a public-facing email alias and also an email address she uses to do business internally- 10 from each are requested. Please do not include spam or product advertisement emails.

We remind you of your obligations to provide electronic records in the original format you hold them in. Therefore, e-mails exported in the .eml or .msg format with all non-exempt headers, metadata, attachments, etc. are best.
However, if you choose to convert emails, for example, to PDF or printed format, to easily redact them, you must ensure that you have preserved the full content of the original email record (as specified in request "A"), which contains many detailed headers beyond the generally used From/To/Subject/Sent/etc. For the chat apps, a screenshot or print-out is acceptable.

If you use PDF, use properly redacted searchable or text pdfs. Please don't use image PDFs to make it harder to analyze the records.
If you provide PDFs instead of original email files, only give a few of the headers or lacking attachments/images, and/or improperly withhold public records that exist on private accounts/devices you may be in violation of SF Admin Code and/or CPRA, and we may challenge your decision at the Sunshine Ordinance Task Force, Supervisor of Records, judicially, and/or via any other remedies available to us. I currently have pending petitions to the Task Force and Supervisor of Records to correct prior disclosure failures of electronic information from your and other SF agencies.

You must justify all withholding.

Provide records in a rolling fashion. Do not wait for all records to be available.

Please provide only those copies of records available without any fees. If you determine certain records would require fees, please instead provide the required free notice of which of those records are available and non-exempt for inspection in-person if we so choose. Please use email to respond.

I look forward to your prompt disclosure.

PART 1 - Email

A. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails RECEIVED BY EACH OFFICIAL government email account of
1. Mayor Breed

2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

B. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails SENT FROM EACH OFFICIAL government email account of
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

C. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails IN THE DRAFT or OUTBOX folder of EACH OFFICIAL government email account of the following. Please remember the special Sunshine exceptions to CPRA draft withholding under SF Admin Code 67.24(a).
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

D. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails regarding the public's business (specifically those disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017)) SENT FROM EACH PERSONAL email account(s) of the following officials, TO/CC/BCC any sfgov.org email address. If NO such emails exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

E. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails regarding the public's business (specifically those

disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017)) RECEIVED BY EACH PERSONAL email account(s) of the following officials, FROM any sfgov.org email address. If NO such emails exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

PART 2 - Chat/Messaging

As used below "Conversations" include but are not limited to any metadata records showing that a conversation had taken place but is now deleted (due to expiration for example).
Various types of apps are mentioned below.

A. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Facebook Messenger]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

B. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Telegram]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

C. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Slack]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director

6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

D. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Google Hangouts]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

E. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Signal]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

F. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [SMS/MMS/text messages]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

G.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [Facebook Messenger], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'

4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

H.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [Telegram], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

I.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [Slack], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

J.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [Google Hangouts], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director

7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

K.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [Signal], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

L.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [text/SMS/MMS messaging], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

PART 3: all instruments used to inquire of each official as to whether they possess any responsive records above, and all of their responses

Sincerely,
Anonymous

Filed via MuckRock.com
E-mail (Preferred): requests@muckrock.com<mailto:requests@muckrock.com>
Upload documents directly: https://accounts.muckrock.com/accounts/login/?next=https%3A%2F%2Fwww.muckrock.com%2Faccounts%2Flogin%2F%3Fnext%3D%252Faccounts%252Fagency_login%252Foffice-of-the-mayor-3891%252Femail-and-electronic-communications-audit-sf-mayor-76434%252F%253Femail%253Dmayorsunshinerequests%252540sfgov.org&url_auth_token=AAAxJIxKbHL78P4hPis99Isuo1Y%3A1hlrQ8%3A5YfOmKj4HBhldPSV3I5DcZr9f54
Is this email coming to the wrong contact? Something else wrong? Use the above link to let us know.

For mailed responses, please address (see note):
MuckRock News
DEPT MR 76434
411A Highland Ave
Somerville, MA 02144-2516

PLEASE NOTE: This request is not filed by a MuckRock staff member, but is being sent through MuckRock by the above in order to better track, share, and manage public records requests. Also note that improperly addressed (i.e., with the requester's name rather than "MuckRock News" and the department number) requests might be returned as undeliverable.
[http://email.requests.muckrock.com/o/eJw1zUEOgyAQAMDXICNZLAvugUMT4zcadRclFkmhNunv20s_MMMB0akUOjAE3nRAAAja6HEYPPQ3BBxhcJYuFqo8T2mvpvO57LUsu15KVlu4Es8sPPulYmJ05GJkOxmaRbj3nZI8pcc9cSCyPYKqIU-fUtt5tC0d8nd_RYtreetS1y_4iC-s]

MuckRock Request - Mayor London Breed

Download

From: Office of the Mayor 07/27/2019

Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor) Email

Dear Anonymous,

Please note that in addition to the redactions noted below, the attached files also contain redactions of information withheld due to a law enforcement investigation exemption (Cal Gov. Code 6254(f)); informer identity protections (Cal. Evidence Code 1040) and/or due to personal privacy interests (California Constitution, Art. I, Sec. 1).
Regards,

Hank Heckel
Compliance Officer
Office of Mayor London N. Breed
City and County of San Francisco

MuckRock Request - Communications Director Jeff Cretan_Redacted

Download

From: Office of the Mayor 07/27/2019

Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor) Email

Dear Anonymous,

Please note that in addition to the redactions noted below, the attached files also contain redactions of information that is exempt because it constitutes draft recommendations of the author (Admin. Code § 67.25(a), (e)). Please note that these files also contain redactions of personal communications in text screenshots that do not relate to city business and are therefore exempt from disclosure due to personal privacy interests (California Constitution, Art. I, Sec. 1).
Regards,

Hank Heckel
Compliance Officer

Office of Mayor London N. Breed
City and County of San Francisco

MuckRock Request - Liaison to the Board of Supervisors Sophia Kittler

Download

From: Office of the Mayor **07/29/2019**

Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor) Email

VIA ELECTRONIC MAIL

Requestor: Anonymous
requests@muckrock.com<mailto:requests@muckrock.com>

July 29, 2019

Re: Amended and Supplemental Response to Public Records Request Received July 2, 2019

Dear Anonymous:

This amends and supplements our July 26, 2019 response to your Public Records Request, attached, entitled Email and Electronic Communications Audit, received by the Office of the Mayor on July 2, 2019. We previously invoked an extension of time to continue our response under Government Code § 6253(c) and San Francisco Admin. Code § 67.25(b) for up to 14 days from the original due date because of the need for consultation with other city departments and the potential volume of requested materials. We then responded and provided responsive documents on July 26, 2019.

Amended and Supplemental Response Dated July 29, 2019

We have completed our search and consultation and are attaching herewith responsive records located in the possession of the Office of the Mayor. The documents have been provided in multiple emails due to file size. Please note that responsive emails from official city email accounts have been provided for all of the requested custodians. Additionally, responsive text messages from personal devices pertaining to city business have been provided for Communications Director Jeff Cretan, Liaison to the Board of Supervisors Sophia Kittler and Compliance Officer Hank Heckel. No such responsive texts were located for the other requested custodians. Existing messages received using Signal pertaining to city business have been provided for Chief of Staff, Sean Elsbernd. These communications are provided herewith as a supplemental production. No responsive communications in the other electronic media named were located for the requested custodians.

The responsive documents have been provided in a PDF format for its ease of transferability and accessibility, consistent with Cal. Gov. Code 6253.9(a)(1). Metadata from any native format has not been provided to avoid risks to the security and integrity of the city's data system and avoid the release of exempt confidential or privileged information. Pursuant to Cal. Gov. Code 6253.9 (f), an agency is not required to provide an electronic record in an electronic format that would jeopardize or compromise the security or integrity of the original record or its data system. The PDF format ensures the security and integrity of the original record.

Please note that certain documents have been withheld on the basis of the attorney-client privilege and/or the attorney work product doctrine. Gov't Code § 6254(k); Evid. Code § 954; Code of Civ. Proc. § 2018.030; Gov't Code § 6276.04; Admin. Code § 67.21(k).

Please note that certain personal information such as private email addresses, phone numbers and personal addresses has been redacted to avoid an unwarranted breach of personal privacy. See Cal. Govt. Code Secs. 6254(c), 6254(k); California Constitution, Art. I, Sec. 1.

Please note that certain information has been redacted on the basis of the attorney-client privilege. Gov't Code § 6254(k); Evidence Code § 954; Admin. Code § 67.21(k).

Please also note that certain call-in information has been redacted pursuant to the official information privilege. See Cal. Evid. Code Sec. 1040(b)(2).

Please note that certain identifying information has been redacted to protect the identity of certain individuals involved in ongoing hiring processes. See Cal. Govt. Code Secs. 6254(c), Admin. Code § 67.24(c).

Please note that we are responding only on behalf of the Office of the Mayor and not on behalf of other City Departments. If you have any questions about your request or would like to submit another public records request, please feel free to contact us at mayorsunshinerequests@sfgov.org.
Best Regards,

Hank Heckel
Compliance Officer
Office of Mayor London N. Breed
City and County of San Francisco

7.29.19 Amended and Supplemental Response to MuckRock Request

Download

Supplemental Production re MuckRock Electronic Communications Audit

Download

From: Anonymous Person 08/26/2019

Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor) Email

Good Evening Mr. Heckel,

** NOTE: this is a public mailbox, and all of your responses (including disclosed records) may be automatically and instantly available to the general public on the MuckRock.com service used to issue this request (though I am not a MuckRock representative). **

I will be filing in the immediate future an SOTF complaint regarding: the lack of headers/metadata, the use of PDFs instead of .msg/.eml formats, and the use of image PDFs instead of textual PDFs, and your failure to identify with particularity specifically which laws apply to which redactions. The issues are quite similar to those you heard in your own case SOTF 19047, and in the SOTF 19044 case re: the city attorney. However, we will be emphasizing the image PDF and lack of redaction specificity issues in this new case.

In addition, this is a further immediate disclosure request for the following:
PART 3: all instruments used to inquire of each official as to whether they possess any responsive records of our July 2, 2019 request, and all of the responses of the official or their legal representatives (including all affidavits/declarations that no responsive records exists)

I understand such instruments would not have existed on the date of my original request, by definition, so I am re-requesting them now.
Since a City of San Jose v Superior Court (2017) search was requested for various officials' personal property, and you have indicated no responsive records existed, we believe such instruments must exist.

Thanks,
Anonymous

From: Anonymous Person 08/26/2019

Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor) Email

Good morning SOTF,

Attached is a new complaint and exhibits thereto against the Office of Mayor, et al. Please order the exhibits after the complaint in the file for clarity.

I will fill out your Google Form as well. I would appreciate a confirmation of your receipt of this email due to the file attachment size possibly causing technical issues.

Note: This complaint is re: the Office of Mayor's failure to provide various email in .msg format and with headers, their use of personal and/or secret communications technologies to discuss the people's business, and their use of scanned PDFs instead of text PDFs. This is similar to 19044 v. the City Attorney's office, but there are new issues not covered in 19044.

Complainant Name: (Anonymous - use email requests@muckrock.com) Date of Request: July 2, 2019 and August 22, 2019

Alleged Violations: 67.21, 67.26, 67.27, 67.29-7

Complaint Against Employees (listed by official capacity): London N. Breed (Mayor), Hank Heckel (Compliance Officer), Tyrone Jue (Senior Advisor), Sean Elsbernd (Chief of Staff), Andres Power (Policy Director), Andrea Bruss (Deputy Chief of Staff), Marjan Philhour (Senior Advisor), Jeff Cretan (Communications Director), Sophia Kittler (Liaison to the Board)

Complaint Against Agency: Office of Mayor

** NOTE: this is a public mailbox, and all of your responses (including disclosed records) may be automatically and instantly available to the general public on the MuckRock.com service used to issue this request (though I am not a MuckRock representative). **

Sincerely,
Anonymous (requests@muckrock.com)

SOTF-Mayor-20190826-Complaint.pdf
Download

SOTF-Mayor-20190826-Exhibits.pdf
Download

From: Anonymous Person 08/26/2019

Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor) Email

Office of Mayor,

Linked below is a new SOTF complaint and exhibits thereto against the Office of Mayor, et al. sent to the SOTF earlier today.
Complaints: https://cdn.muckrock.com/outbound_request_attachments/Anonymous_2859385/76434/SOTF-Mayor-20190826-Complaint.pdf
Exhibits: https://cdn.muckrock.com/outbound_request_attachments/Anonymous_2859385/76434/SOTF-Mayor-20190826-Exhibits.pdf

This complaint is regarding, inter alia, the Office of Mayor's:
- failure to provide various email in .msg format and with headers,
- use of personal and/or secret communications technologies to discuss the people's business,
- use of scanned PDFs instead of text PDFs, and
- lack of specificity re: redaction justification.
This is similar to 19044 v. the City Attorney's office, but there are new issues not covered in 19044.

Alleged Violations: 67.21, 67.26, 67.27, 67.29-7

** NOTE: this is a public mailbox, and all of your responses (including disclosed records) may be automatically and instantly available to the general public on the MuckRock.com service used to issue this request (though I am not a MuckRock representative). **

Sincerely,
Anonymous

From: Anonymous Person 08/26/2019

Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor) Email

Good afternoon Supervisor of Records,

This is a new petition under SFAC 67.21(d).

This petition is regarding, inter alia, the Office of Mayor's:
(a) failure to provide various email in .msg format and with headers,
(b) use of personal and/or secret communications technologies to discuss the people's business and therefore failing to preserve correspondence in a "professional and businesslike" manner (67.29-7).
(c) use of scanned PDFs instead of text PDFs, and
(d) lack of specificity re: redaction justification.

This overlaps partially with SOTF 19044 v. the City Attorney's office, which you have already responded to, but there are new issues not covered in 19044.
I believe your Aug. 26, 2019 response to my 19044 May 8 petition already reflects your office's position regarding (a), however it does not cover (b), (c), and (d).

My petition incorporates all of the allegations in the following documents:
SOTF
complaint: https://cdn.muckrock.com/outbound_request_attachments/Anonymous_2859385/76434/SOTF-Mayor-20190826-Complaint.pdf

Exhibits: https://cdn.muckrock.com/outbound_request_attachments/Anonymous_2859385/76434/SOTF-Mayor-20190826-Exhibits.pdf

I look forward to your response within 10 days.

Sincerely,
Anonymous

From: Office of the Mayor 08/26/2019

Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor) Email

Dear Anonymous:

I am in receipt of and thank you for the email and attachments below. To clarify, is a follow up to a previous request 19044 (City Attorney) or 19047 (Office of the Mayor)? Thank you.

Cheryl Leger
Assistant Clerk, Board of Supervisors
Tel: 415-554-7724

[CustomerSatisfactionIcon]<http://www.sfbos.org/index.aspx?page=104> Click here<http://www.sfbos.org/index.aspx?page=104> to complete a Board of Supervisors Customer Service Satisfaction form.

The Legislative Research Center<http://www.sfbos.org/index.aspx?page=9681> provides 24-hour access to Board of Supervisors legislation, and archived matters since August 1998.

Disclosures: Personal information that is provided in communications to the Board of Supervisors is subject to disclosure under the California Public Records Act and the San Francisco Sunshine Ordinance. Personal information provided will not be redacted. Members of the public are not required to provide personal identifying information when they communicate with the Board of Supervisors and its committees. All written or oral communications that members of the public submit to the Clerk's Office regarding pending legislation or hearings will be made available to all members of the public for inspection and copying. The Clerk's Office does not redact any information from these submissions. This means that personal information—including names, phone numbers, addresses and similar information that a member of the public elects to submit to the Board and its committees—may appear on the Board of Supervisors website or in other public documents that members of the public may inspect or copy.

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From: Office of the Mayor 08/26/2019

Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor); F... Email

Dear Anonymous:

I am in receipt of and thank you for your email and attachments. I will open a new file for this complaint. File No. 19091.

Cheryl Leger
Assistant Clerk, Board of Supervisors
Tel: 415-554-7724

[CustomerSatisfactionIcon]<http://www.sfbos.org/index.aspx?page=104> Click here<http://www.sfbos.org/index.aspx?page=104> to complete a Board of Supervisors Customer Service Satisfaction form.

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From: Anonymous Person 08/26/2019

Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor) Email

Correct - this thread (and this email address) is associated with solely case 19091 and not a follow up to 19044 or 19047.

From: Office of the Mayor 08/26/2019

Subject: SOTF - Complaint Filed with the Sunshine Ordinance Task Force - File No. 19091 Email

Good Afternoon:

The Office of the Mayor has been named as a Respondent in the attached complaint filed with the Sunshine Ordinance Task Force. Please respond to the following complaint/request within five business days.

The Respondent is required to submit a written response to the allegations including any and all supporting documents, recordings, electronic media, etc., to the Task Force within five (5) business days of receipt of this notice. This is your opportunity to provide a full explanation to allow the Task Force to be fully informed in considering your response prior its meeting.

Please include the following information in your response if applicable:

1. List all relevant records with descriptions that have been provided pursuant to the Complainant request.
2. Date the relevant records were provided to the Complainant.
3. Description of the method used, along with any relevant search terms used, to search for the relevant records.
4. Statement/declaration that all relevant documents have been provided, does not exist, or has been excluded.
5. Copy of the original request for records (if applicable).

Please refer to the File Number when submitting any new information and/or supporting documents pertaining to this complaint.

The Complainant alleges:

Complaint Attached.

Cheryl Leger

Assistant Clerk, Board of Supervisors

Tel: 415-554-7724

<http://www.sfbos.org/index.aspx?page=104> Click here<http://www.sfbos.org/index.aspx?page=104> to complete a Board of Supervisors Customer Service Satisfaction form.

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SOTF - Complaint Procedure 2018-12-05 FINAL

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19091 Complaint

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From: Office of the Mayor 08/26/2019

Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor) Email

Thank you.

Cheryl Leger
Assistant Clerk, Board of Supervisors
Tel: 415-554-7724

[CustomerSatisfactionIcon]<http://www.sfbos.org/index.aspx?page=104> Click here<http://www.sfbos.org/index.aspx?page=104> to complete a Board of Supervisors Customer Service Satisfaction form.

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From: Anonymous Person 08/26/2019

Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor) Email

Ms. Leger,

Your current file for 19091 indicates the individual respondents are only Heckel and Breed.
My original complaint further includes the following individual respondents because they are referred to as the "custodians" by the Office of the Mayor's records response and because they are responsible for City of San Jose v Superior Court (2017) searches of their personal property: Tyrone Jue (Senior Advisor), Sean Elsbernd (Chief of Staff), Andres Power (Policy Director), Andrea Bruss (Deputy Chief of Staff), Marjan Philhour (Senior Advisor), Jeff Cretan (Communications Director), Sophia Kittler (Liaison to the Board)

I would appreciate the correction.

Thank you,
Anonymous

From: Office of the Mayor 08/26/2019

Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor) Email

Hank Heckel is the Custodian of Records and Compliance Officer for the Mayor's office. He is my contact.

Cheryl Leger
Assistant Clerk, Board of Supervisors
Tel: 415-554-7724

[CustomerSatisfactionIcon]<http://www.sfbos.org/index.aspx?page=104> Click here<http://www.sfbos.org/index.aspx?page=104> to complete a Board of Supervisors Customer Service Satisfaction form.

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From: Anonymous Person 08/26/2019

Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor) Email

RE: 19091

Ok. I believe I have complied with B2 (bullet 2) of your complaint procedures requiring inclusion of the name of "any individual working at the agency who the request involves."

Thank you,
Anonymous

From: Office of the Mayor 08/26/2019

Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor) Email

Dear Anonymous:

I just sent the Notice to the Respondent. Mr. Heckel will respond to the complaint and more than likely show up for the hearing. Mr. Heckel will see your Complaint Form and respond.

Cheryl Leger
Assistant Clerk, Board of Supervisors
Tel: 415-554-7724

[CustomerSatisfactionIcon]<http://www.sfbos.org/index.aspx?page=104> Click here<http://www.sfbos.org/index.aspx?page=104> to complete a Board of Supervisors Customer Service Satisfaction form.

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From: Office of the Mayor 08/27/2019

Subject: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor) Email

Dear Anonymous,

This is in response to your immediate disclosure request below received August 26 in the Office of the Mayor regarding "all instruments used to inquire of each official as to whether they possess any responsive records of our July 2, 2019 request, and all of the responses of the official or their legal representatives (including all affidavits/declarations that no responsive records exists)" in reference to your earlier July 2 request.

We are processing our response. Please note that your request is not simple, routine or otherwise readily answerable. Accordingly we are treating the request as subject to the maximum deadline of 10 days. See San Francisco Admin. Code § 67.25 (a), (b). We also reserve the right to continue our response from that date for up to 14 days pursuant to Government Code § 6253(c) and San Francisco Admin. Code § 67.25(b) due to any continuing need for consultation with other city departments.

We understand the need to continue this consultation with all practicable speed and will process your request accordingly.

If you have any questions regarding your request, please let me know.

Regards,

Hank Heckel
Compliance Officer
Office of Mayor London N. Breed
City and County of San Francisco

August 26, 2019

This is a follow up to a previous request:

Good Evening Mr. Heckel,

** NOTE: this is a public mailbox, and all of your responses (including disclosed records) may be automatically and instantly available to the general public on the MuckRock.com service used to issue this request (though I am not a MuckRock representative). **

I will be filing in the immediate future an SOTF complaint regarding: the lack of headers/metadata, the use of PDFs instead of .msg/.eml formats, and the use of image PDFs instead of textual PDFs, and your failure to identify with particularity specifically which laws apply to which redactions. The issues are quite similar to those you heard in your own case SOTF 19047, and in the SOTF 19044 case re: the city attorney. However, we will be emphasizing the image PDF and lack of redaction specificity issues in this new case.

In addition, this is a further immediate disclosure request for the following:
PART 3: all instruments used to inquire of each official as to whether they possess any responsive records of our July 2, 2019 request, and all of the responses of the official or their legal representatives (including all affidavits/declarations that no responsive records exists)

I understand such instruments would not have existed on the date of my original request, by definition, so I am re-requesting them now.
Since a City of San Jose v Superior Court (2017) search was requested for various officials' personal property, and you have indicated no responsive records existed, we believe such instruments must exist.
Thanks,
Anonymous

From: Anonymous Person 08/27/2019

Subject: RE: California Public Records Act Request #19091 Email

Thank you. I look forward to your disclosures.

This is a follow-up Sunshine/CPRA request for WhatsApp and Instagram records which I mistakenly left out earlier. As before, "conversations" include both communications and also include any stubs/records that a conversation previously took place, but has now expired or been deleted. These requests cover the WhatsApp and Instagram mobile, web, and desktop applications.

PART 2
AA. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [WhatsApp]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

BB.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [WhatsApp], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

CC. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Instagram]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

DD.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [Instagram], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff

3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

** NOTE: this is a public mailbox, and all of your responses (including disclosed records) may be automatically and instantly available to the general public on the MuckRock.com service used to issue this request (though I am not a MuckRock representative). **

If a person has multiple accounts, 10 items from each are requested. For example the Mayor may have a public-facing alias and also an account she uses to do business internally- 10 from each are requested. Please do not include spam or product advertisement emails.

We remind you of your obligations to provide electronic records in any form we request them in if they are the format you hold them in OR any format that is easily-generated. If you use PDF, use properly redacted searchable or text pdfs. Please don't use image PDFs to make it harder to analyze the records.
However, if you choose to convert conversations, for example, to PDF, to easily redact them, you must ensure that you have preserved the full content of the original email record (as specified in request "A"), which contains many detailed headers beyond the generally used From/To/Subject/Sent/etc. For the chat apps, a screenshot or print-out is acceptable.

If you provide image PDFs, only give a few of the headers or lacking attachments/images, and/or improperly withhold public records that exist on private accounts/devices you may be in violation of SF Admin Code and/or CPRA, and we may challenge your decision at the Sunshine Ordinance Task Force, Supervisor of Records, judicially, and/or via any other remedies available to us.

You must justify all withholding. Please follow SFAC 67.26 and 67.27 and identify specifically which justifications are associated with which redaction, for example, using a footnote.

Provide records in a rolling fashion. Do not wait for all records to be available.

Please provide only those copies of records available without any fees. If you determine certain records would require fees, please instead provide the required free notice of which of those records are available and non-exempt for inspection in-person if we so choose. Please use email to respond.

I look forward to your prompt disclosure,

Anonymous

From: Anonymous Person 08/28/2019

Subject: RE: California Public Records Act Request #19091 Email

Supervisor of Records,

This is a follow-up to my Aug. 26 petition from this email address re: the Mayor's email, text, and chat records (now labeled SOTF 19091).

Since it is your responsibility to determine whether *any portion* of the withheld record is public, I would like to draw your attention to the fact that I allege public employee email addresses in the

From/To/etc. headers were improperly withheld in this case (complaint pg. 3, improperly withheld email address examples on exhibits pg. 49, 50, 51, 52, 24, 26, 36, 45, 46, and more).

Even if you determine all other metadata is being withheld properly for security reasons (which I continue to dispute), please do find in my favor regarding the public email addresses in the From, To, Cc, AND Bcc headers.

I would like to point out that your Aug. 26 denial of my May 8 petition regarding the City Attorney's email metadata did not consider whether the withholding of those email addresses was legally valid, so please do address the issue in this petition.

As a reminder:
Our
complaint: https://cdn.muckrock.com/outbound_request_attachments/Anonymous_2859385/76434/SOTF-Mayor-20190826-Complaint.pdf (I allege a lot more than just the metadata issue in this case)
Exhibits: https://cdn.muckrock.com/outbound_request_attachments/Anonymous_2859385/76434/SOTF-Mayor-20190826-Exhibits.pdf

For your convenience I have also attached a spreadsheet of my various requests, petitions, and complaints so you can keep everything straight.
This email address is solely for SOTF 19091.

Thanks,
Anonymous

2019-Electronic-Communications-Public-Records-Audit-SF-log_Redacted.pdf.pdf

Download

From: Office of the Mayor **09/04/2019**

Subject: Re: SOTF - Complaint Filed with the Sunshine Ordinance Task Force - File No. 19091 Email

Dear Members of the Task Force,

The complaint referenced below by Anonymous raises largely the same issues regarding metadata as an existing dispute with the same requestor. That complaint is FIle No. 19044. The Office of the Mayor hereby incorporates by reference, as if fully set forth herein, its response to that complaint, which is included in File No. 19044.

For the same reasons previously set forth in its response to File No. 19044, the Office of the Mayor respectfully submits that no violation has occurred. The new complaint File No. 19091 raises some additional issues to which the Office of the Mayor responds as follows:

1. Anonymous asserts that there has been a violation of SF Admin Code Sec. 67.29-7 requiring the keeping of records "in a professional and businesslike manner" based on the very limited usage of the texting app Signal. Anonymous complains that this app permits "encrypted and automatically-expiring communications". However, the communications at issue received by Anonymous were neither encrypted nor automatically deleted as demonstrated by the fact that Anonymous now possesses them. Some theoretical but not actually used functionality of a communications app cannot form the basis for a violation of 67.29-7 and Anonymous points to no such basis. Moreover, there is no authority cited for the proposition that 67.29-7 prohibits certain communications platforms or requires certain retention periods outside of the general orderly maintenance of

documents in a manner that makes them presentable and organized.
2. Anonymous complains that the communications of "Senior Advisor to the Mayor on the Environment", Tyrone Jue, were omitted from production. Again, Anonymous received the communications in question on Signal from Sean Elsbernd which included the messages sent and received by Tyrone Jue. Tyrone Jue was not included in the larger communications audit because we understood Anonymous' request to be directed to the general "Senior Advisor to the Mayor" position, a title held only by Marjan Philhour, not Senior Advisors on certain policy areas. This is simply a misunderstanding and not an intentional withholding. If Anonymous wishes to include Mr. Jue in the request they may do so.
3. Anonymous asserts that the Office of the Mayor did not provide a basis for withholding certain metadata and redacted information. Regarding metadata and format we cited to Cal Gov Code 6253.9(a)(1) and 6253.9(f) and Anonymous discusses their objections to these grounds extensively here and in the file for complaint no. 19044. Anonymous is thus plainly aware of the basis for withholding, though disputes them. We rely on our previous arguments regarding these bases but there can be no question that Anonymous received notice of the basis for withholding. Regarding redactions for privacy, privilege and other bases, the attached files showing our initial responses to these requests show citations for various categories of withholding. If requestor seeks a key matching specific redactions and bases we are happy to cooperate in working with requestor to provide this information and make the exemptions clearer.

For these reasons and those provided in response to File No. 19044, it is our position that no violation has occurred. Regarding the practices of other departments for certain requests regarding metadata cited herein by requestor, we do not agree that certain exceptions to the practice of withholding metadata to preserve the security and integrity of the network and computers of the city justifies abandoning such safeguards in all cases.

We are glad to further work with Anonymous to fulfill other aspects of this request including providing additional custodians as specified and further explaining any withholdings.
Regards,

Hank Heckel
Compliance Officer
Office of Mayor London N. Breed
City and County of San Francisco



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From: Anonymous Person 09/04/2019

Subject: RE: California Public Records Act Request #19091 Email

RE: File 19091

Task Force and Office of Mayor,

I write in reply to the Respondent's response to my complaint 19091.

I maintain all my allegations of violations of 67.21, 67.26, 67.27, and others Gov Code sections based on the failure to provide metadata, failure to provide .msg/.eml formats, and failure to provide even text PDFs instead of image PDFs, as discussed in this complaint 19091 and previously in 19044 (for a different respondent).

The text vs image PDF issue for some reason has been avoided by Respondents here in 19091, in 19044, and in 19047.

Re: response #1, I maintain my allegation of a violation of 67.29-7 and will argue as such at committee.

Re: response #2, by the time committee hearing occurs, conditioned on receipt of records from all Senior Advisors to the Mayor (of any topic/policy), I will withdraw that specific allegation against Respondent Jue. I cannot withdraw it yet, and due to the many other issues in 19091, I do not wish to delay this complaint being heard in committee. My experience in 19044 indicates this process in total takes months anyway.

Re: response #3:
a) I withdraw my Complaint #2 (re: SFAC 67.27) in 19091, EXCEPT the following sentence: "For example, the public employee e-mail addresses in the 'From' and 'To' of the various emails are non-exempt public information, but nearly all of them are withheld in the responsive emails, without any justification." which I maintain.
b) I maintain my Complaint #3 (re: SFAC 67.26) in 19091. SFAC 67.26 states in relevant part " Information that is exempt from disclosure shall be masked, deleted or otherwise segregated in order that the nonexempt portion of a requested record may be released, and **keyed by footnote or other clear reference to the appropriate justification** for withholding required by section 67.27 of this article." This allows a requestor to understand the specific justification for each redaction. Respondents did not do this. They are required to do this in their response. Here is a good example from the City on how to follow
67.26: https://sanfrancisco.nextrequest.com/documents/408808 (where the specific redaction states "Privacy").

Respondents are not permitted to give a half-valid response, and then negotiate or only provide a full response once the requestor complains. Most members of the public would just give up, and aren't going to spend the time or energy requiring the government to follow the Sunshine Ordinance, by repeated followups, complaints, and hearings, which permits the government to not provide total transparency in most cases.

Respondents, and every government respondent, must follow the ordinance, as written, in every response, to every request. I intend to ensure that.

As an aside, I understand that the Custodian Working Group is possibly working on getting more departments to use standard response templates and to use modern automated systems to accurately redact and publish records. Anecdotally, the departments using those systems appear to give responses more in conformance with the Sunshine Ordinance than those that do not.

Sincerely,
Anonymous

From: Office of the Mayor **09/04/2019**

Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor) Email

Dear Anonymous,

Please note that we are continuing our response to the balance of your request below under an extension pursuant to Government Code § 6253(c) and San Francisco Admin. Code § 67.25(b) because of the need for consultation with other city departments.
Regards,

Hank Heckel

From: Anonymous Person 09/04/2019

Subject: RE: California Public Records Act Request #19091 Email

Thank you. Please note your determination is due no later than a total of 24 (10 regular + 14 extension) days, i.e. Thursday, September 19, 2019.

From: Office of the Mayor 09/05/2019

Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor) Email

Please see attached response to your petition.

Bradley Russi
Deputy City Attorney
Office of City Attorney Dennis Herrera
City Hall, Room 234
1 Dr. Carlton B. Goodlett Pl., San Francisco, CA 94102
www.sfcityattorney.org

2019-09-05 Response to Muckrock
Download

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From: Anonymous Person 09/05/2019

Subject: RE: California Public Records Act Request #19091 Email

Thank you for your response!

From: Anonymous Person 09/06/2019

Subject: RE: California Public Records Act Request #19091 Email

Mr. Russi,

On Sept 5 you replied to my Aug 26 supervisor of records petition re: the Mayor's emails, denying all metadata once again.

Please examine ex. page 50-52 of the Exhibits I included in my petition: https://cdn.muckrock.com/outbound_request_attachments/Anonymous_2859385/76434/SOTF-Mayor-20190826-Exhibits.pdf

The public employee email addresses in the From and To headers there are clearly public parts of the record. There is no security or other justification to withhold those parts of the record. I cannot understand how your office is coming to these legal conclusions unless they aren't actually looking at the records.

Please reconsider, determine (at least) that the email address parts of the records are public, and issue an order to the Office of Mayor to disclose them.

Sincerely,
Anonymous

From: Office of the Mayor 09/09/2019

Subject: RE: California Public Records Act Request #19091 Email

There are no redactions on pages 50-52 of the documents at that link, so I don't know what you're talking about.

Bradley Russi
Deputy City Attorney
Office of City Attorney Dennis Herrera
City Hall, Room 234
1 Dr. Carlton B. Goodlett Pl., San Francisco, CA 94102
www.sfcityattorney.org

~WRD000
Download

From: Anonymous Person 09/09/2019

Subject: RE: California Public Records Act Request #19091 Email

Mr. Russi,

I never said they were redactions; they are improper withholdings of public parts of records.

Pg. 50 through 52
of https://cdn.muckrock.com/outbound_request_attachments/Anonymous_2859385/76434/SOTF-Mayor-20190826-Exhibits.pdf show a few emails printed out.
The original email record held by the City has To and From fields in the actual email that usually look like this:
To: "Full Name" <address@example.com>, "Another Name" <another@example.com>, ...

As an example, in the email you just sent me that I am replying to, the fields look like this:
- X-Envelope-From: <Brad.Russi@sfcityatty.org>
- From: Supervisor Records <supervisor.records@SFCITYATTY.ORG>

Note how the From has a name (Supervisor Records) and an email address (supervisor.records@SFCITYATTY.ORG). If someone CPRA-ed this email, and you printed this email out and it only showed [From: Supervisor Records] instead of also <supervisor.records@SFCITYATTY.ORG> you would be improperly withholding a part of a public record.

In some cases, depending on how your email systems work, the To/From/Cc/Bcc will not be email addresses, but instead a Microsoft Exchange identifier showing the employee's department affiliation and other such organizational information. None of this is properly exempt from disclosure.

In the printout on pg 50-52, the Mayor's Office has given solely the city employee names in the To/From , and not the email address and/or Microsoft Exchange identifier that would be present. This is an improper withholding of part of the To/From/Cc/Bcc headers in the record as kept by the City and a violation of SFAC 67.26 and 67.27. There is no justified withholding of this part of the record.

Just because the City believes it is justified in converting the record format and withholding the purportedly security-sensitive headers as you have previously argued, it cannot *also* withhold additional information, like email addresses, unrelated to those security justifications.

For an example of how the City could do this properly (if it still wishes to withhold all the other headers and not use .msg format), it could:
a) print out to PDF the full with-header emails as the City Atty's office did in Case 19044, May 17 supplemental response, then redact all security headers, and provide the To/From/Cc/Bcc headers in their entirety
or, easier:
b) do what DPW did here on page
1: https://sanfrancisco.nextrequest.com/documents/1767171/download - even though they used print-out PDFs like the Mayor's Office, the From and To emails are hyperlinks that preserve the email address information. (Hover your mouse over them to see what I mean).

That is what I am asking for here: an official Sup. of Records determination that the To/From/Cc/Bcc full headers are public parts of records (unless specifically exempt in certain cases, like whistleblowers, or email addresses of private citizens under Constitutional privacy protections, etc.).

Thanks,
Anonymous

From: Office of the Mayor 09/09/2019

Subject: Follow-up Request Re Communications Audit

Dear Anonymous,

Please note that we are continuing our response to the request below, received by the Office of the Mayor on August 28th, under an extension for up to 14 days pursuant to Government Code § 6253(c) and San Francisco Admin. Code § 67.25(b) because of the need for consultation with other city departments.

We understand the need to complete this request with all practicable speed and will endeavor to provide responsive documents on a rolling basis as they become available and anticipate completing our response by September 23, 2019.

Regards,

Hank Heckel
Compliance Officer
Office of Mayor London N. Breed
City and County of San Francisco

August 27, 2019

This is a follow up to request number 19091:

Thank you. I look forward to your disclosures.

This is a follow-up Sunshine/CPRA request for WhatsApp and Instagram records which I mistakenly left out earlier. As before, "conversations" include both communications and also include any stubs/records that a conversation previously took place, but has now expired or been deleted. These requests cover the WhatsApp and Instagram mobile, web, and desktop applications.

PART 2
AA. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [WhatsApp]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

BB.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [WhatsApp], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

CC. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Instagram]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

DD.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all

PERSONAL account(s) of the following person in [Instagram], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.

1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

** NOTE: this is a public mailbox, and all of your responses (including disclosed records) may be automatically and instantly available to the general public on the MuckRock.com service used to issue this request (though I am not a MuckRock representative). **

If a person has multiple accounts, 10 items from each are requested. For example the Mayor may have a public-facing alias and also an account she uses to do business internally- 10 from each are requested. Please do not include spam or product advertisement emails.

We remind you of your obligations to provide electronic records in any form we request them in if they are the format you hold them in OR any format that is easily-generated. If you use PDF, use properly redacted searchable or text pdfs. Please don't use image PDFs to make it harder to analyze the records.
However, if you choose to convert conversations, for example, to PDF, to easily redact them, you must ensure that you have preserved the full content of the original email record (as specified in request "A"), which contains many detailed headers beyond the generally used From/To/Subject/Sent/etc. For the chat apps, a screenshot or print-out is acceptable.

If you provide image PDFs, only give a few of the headers or lacking attachments/images, and/or improperly withhold public records that exist on private accounts/devices you may be in violation of SF Admin Code and/or CPRA, and we may challenge your decision at the Sunshine Ordinance Task Force, Supervisor of Records, judicially, and/or via any other remedies available to us.

You must justify all withholding. Please follow SFAC 67.26 and 67.27 and identify specifically which justifications are associated with which redaction, for example, using a footnote.

Provide records in a rolling fashion. Do not wait for all records to be available.

Please provide only those copies of records available without any fees. If you determine certain records would require fees, please instead provide the required free notice of which of those records are available and non-exempt for inspection in-person if we so choose. Please use email to respond.

I look forward to your prompt disclosure,

Anonymous

Filed via MuckRock.com
E-mail (Preferred): requests@muckrock.com<mailto:requests@muckrock.com>
Upload documents directly: https://accounts.muckrock.com/accounts/login/?

url_auth_token=AAAxJIxKbHL78P4hPis99Isuo1Y%3A1i2nMg%3ArlpCDU0XAKsyKoYBri7ZjTkkivs&next=https%3A%2F%2Fwww.muckrock.com%2Faccounts%2Flogin%2F%3Fnext%3D%252Faccounts%252Fagency_login%252Foffice-of-the-mayor-3891%252Femail-and-electronic-communications-audit-sf-mayor-76434%252F%253Femail%253Dhank.heckel%252540sfgov.org
Is this email coming to the wrong contact? Something else wrong? Use the above link to let us know.

For mailed responses, please address (see note):
MuckRock News
DEPT MR 76434
411A Highland Ave
Somerville, MA 02144-2516

PLEASE NOTE: This request is not filed by a MuckRock staff member, but is being sent through MuckRock by the above in order to better track, share, and manage public records requests. Also note that improperly addressed (i.e., with the requester's name rather than "MuckRock News" and the department number) requests might be returned as undeliverable.

On Aug. 27, 2019:
Subject: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)
Dear Anonymous,

This is in response to your immediate disclosure request below received August 26 in the Office of the Mayor regarding "all instruments used to inquire of each official as to whether they possess any responsive records of our July 2, 2019 request, and all of the responses of the official or their legal representatives (including all affidavits/declarations that no responsive records exists)" in reference to your earlier July 2 request.

We are processing our response. Please note that your request is not simple, routine or otherwise readily answerable. Accordingly we are treating the request as subject to the maximum deadline of 10 days. See San Francisco Admin. Code § 67.25 (a), (b). We also reserve the right to continue our response from that date for up to 14 days pursuant to Government Code § 6253(c) and San Francisco Admin. Code § 67.25(b) due to any continuing need for consultation with other city departments.

We understand the need to continue this consultation with all practicable speed and will process your request accordingly.

If you have any questions regarding your request, please let me know.

Regards,

Hank Heckel
Compliance Officer
Office of Mayor London N. Breed
City and County of San Francisco

August 26, 2019

This is a follow up to a previous request:

Good Evening Mr. Heckel,

** NOTE: this is a public mailbox, and all of your responses (including disclosed records) may be automatically and instantly available to the general public on the MuckRock.com service used to issue this request (though I am not a MuckRock representative). **

I will be filing in the immediate future an SOTF complaint regarding: the lack of headers/metadata, the use of PDFs instead of .msg/.eml formats, and the use of image PDFs instead of textual PDFs, and your failure to identify with particularity specifically which laws apply to which redactions. The issues are quite similar to those you heard in your own case SOTF 19047, and in the SOTF 19044 case re: the city attorney. However, we will be emphasizing the image PDF and lack of redaction specificity issues in this new case.

In addition, this is a further immediate disclosure request for the following:
PART 3: all instruments used to inquire of each official as to whether they possess any responsive records of our July 2, 2019 request, and all of the responses of the official or their legal representatives (including all affidavits/declarations that no responsive records exists)

I understand such instruments would not have existed on the date of my original request, by definition, so I am re-requesting them now.
Since a City of San Jose v Superior Court (2017) search was requested for various officials' personal property, and you have indicated no responsive records existed, we believe such instruments must exist.
Thanks,
Anonymous

On Aug. 26, 2019:
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)
Dear Anonymous:

I just sent the Notice to the Respondent. Mr. Heckel will respond to the complaint and more than likely show up for the hearing. Mr. Heckel will see your Complaint Form and respond.

Cheryl Leger
Assistant Clerk, Board of Supervisors
Tel: 415-554-7724

[CustomerSatisfactionIcon]<http://www.sfbos.org/index.aspx?page=104> Click here<http://www.sfbos.org/index.aspx?page=104> to complete a Board of Supervisors Customer Service Satisfaction form.

The Legislative Research Center<http://www.sfbos.org/index.aspx?page=9681> provides 24-hour access to Board of Supervisors legislation, and archived matters since August 1998.

Disclosures: Personal information that is provided in communications to the Board of Supervisors is subject to disclosure under the California Public Records Act and the San Francisco Sunshine Ordinance. Personal information provided will not be redacted. Members of the public are not required to provide personal identifying information when they communicate with the Board of Supervisors and its committees. All written or oral communications that members of the public submit to the Clerk's Office regarding pending legislation or hearings will be made available to all members of the public for inspection and copying. The Clerk's Office does not redact any

information from these submissions. This means that personal information-including names, phone numbers, addresses and similar information that a member of the public elects to submit to the Board and its committees-may appear on the Board of Supervisors website or in other public documents that members of the public may inspect or copy.

On Aug. 26, 2019:
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)
RE: 19091

Ok. I believe I have complied with B2 (bullet 2) of your complaint procedures requiring inclusion of the name of "any individual working at the agency who the request involves."

Thank you,
Anonymous

On Aug. 26, 2019:
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)
Hank Heckel is the Custodian of Records and Compliance Officer for the Mayor's office. He is my contact.

Cheryl Leger
Assistant Clerk, Board of Supervisors
Tel: 415-554-7724

[CustomerSatisfactionIcon]<http://www.sfbos.org/index.aspx?page=104> Click here<http://www.sfbos.org/index.aspx?page=104> to complete a Board of Supervisors Customer Service Satisfaction form.

The Legislative Research Center<http://www.sfbos.org/index.aspx?page=9681> provides 24-hour access to Board of Supervisors legislation, and archived matters since August 1998.

Disclosures: Personal information that is provided in communications to the Board of Supervisors is subject to disclosure under the California Public Records Act and the San Francisco Sunshine Ordinance. Personal information provided will not be redacted. Members of the public are not required to provide personal identifying information when they communicate with the Board of Supervisors and its committees. All written or oral communications that members of the public submit to the Clerk's Office regarding pending legislation or hearings will be made available to all members of the public for inspection and copying. The Clerk's Office does not redact any information from these submissions. This means that personal information-including names, phone numbers, addresses and similar information that a member of the public elects to submit to the Board and its committees-may appear on the Board of Supervisors website or in other public documents that members of the public may inspect or copy.

On Aug. 26, 2019:
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit

(SF Mayor)
Ms. Leger,

Your current file for 19091 indicates the individual respondents are only Heckel and Breed.
My original complaint further includes the following individual respondents because they are referred to as the "custodians" by the Office of the Mayor's records response and because they are responsible for City of San Jose v Superior Court (2017) searches of their personal property:
Tyrone Jue (Senior Advisor), Sean Elsbernd (Chief of Staff), Andres Power (Policy Director), Andrea Bruss (Deputy Chief of Staff), Marjan Philhour (Senior Advisor), Jeff Cretan (Communications Director), Sophia Kittler (Liaison to the Board)

I would appreciate the correction.

Thank you,
Anonymous

On July 2, 2019:
Subject: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)
RE: Email and Electronic Communications Audit

To Whom It May Concern:

** NOTE: this is a public mailbox, and all of your responses (including disclosed records) may be automatically and instantly available to the general public on the MuckRock.com service used to issue this request (though I am not a MuckRock representative). **

We request under the San Francisco Sunshine Ordinance (Ordinance) and the California Public Records Act (CPRA) the following items from the Mayor's Office.
Similar requests were recently made of the Board of Supervisors and Clerk. If a person has multiple email addresses (including but not limited to email aliases), 10 emails from each are requested. For example the Mayor may have a public-facing email alias and also an email address she uses to do business internally- 10 from each are requested. Please do not include spam or product advertisement emails.

We remind you of your obligations to provide electronic records in the original format you hold them in. Therefore, e-mails exported in the .eml or .msg format with all non-exempt headers, metadata, attachments, etc. are best.
However, if you choose to convert emails, for example, to PDF or printed format, to easily redact them, you must ensure that you have preserved the full content of the original email record (as specified in request "A"), which contains many detailed headers beyond the generally used From/To/Subject/Sent/etc. For the chat apps, a screenshot or print-out is acceptable.

If you use PDF, use properly redacted searchable or text pdfs. Please don't use image PDFs to make it harder to analyze the records.
If you provide PDFs instead of original email files, only give a few of the headers or lacking attachments/images, and/or improperly withhold public records that exist on private accounts/devices you may be in violation of SF Admin Code and/or CPRA, and we may challenge your decision at the Sunshine Ordinance Task Force, Supervisor of Records, judicially, and/or via any other remedies available to us. I currently have pending petitions to the Task Force and

Supervisor of Records to correct prior disclosure failures of electronic information from your and other SF agencies.

You must justify all withholding.

Provide records in a rolling fashion. Do not wait for all records to be available.

Please provide only those copies of records available without any fees. If you determine certain records would require fees, please instead provide the required free notice of which of those records are available and non-exempt for inspection in-person if we so choose. Please use email to respond.

I look forward to your prompt disclosure.

PART 1 - Email

A. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails RECEIVED BY EACH OFFICIAL government email account of
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

B. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails SENT FROM EACH OFFICIAL government email account of
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

C. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails IN THE DRAFT or OUTBOX folder of EACH OFFICIAL government email account of the following. Please remember the special Sunshine exceptions to CPRA draft withholding under SF Admin Code 67.24(a).
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director

7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

D. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails regarding the public's business (specifically those disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017)) SENT FROM EACH PERSONAL email account(s) of the following officials, TO/CC/BCC any sfgov.org email address. If NO such emails exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

E. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails regarding the public's business (specifically those disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017)) RECEIVED BY EACH PERSONAL email account(s) of the following officials, FROM any sfgov.org email address. If NO such emails exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

PART 2 - Chat/Messaging

As used below "Conversations" include but are not limited to any metadata records showing that a conversation had taken place but is now deleted (due to expiration for example).
Various types of apps are mentioned below.

A. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Facebook Messenger]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

B. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Telegram]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

C. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Slack]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

D. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Google Hangouts]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

E. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Signal]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

F. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the

Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [SMS/MMS/text messages]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

G.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [Facebook Messenger], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

H.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [Telegram], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

I.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [Slack], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed

2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

J.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [Google Hangouts], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

K.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [Signal], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

L.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [text/SMS/MMS messaging], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff

5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

PART 3: all instruments used to inquire of each official as to whether they possess any responsive records above, and all of their responses

Sincerely,
Anonymous

Filed via MuckRock.com
E-mail (Preferred): requests@muckrock.com<mailto:requests@muckrock.com>
Upload documents directly: https://accounts.muckrock.com/accounts/login/?url_auth_token=AAAxJIxKbHL78P4hPis99Isuo1Y%3A1i2nMg%3ArlpCDU0XAKsyKoYBri7ZjTkkivs&next=https%3A%2F%2Fwww.muckrock.com%2Faccounts%2Flogin%2F%3Fnext%3D%252Faccounts%252Fagency_login%252Foffice-of-the-mayor-3891%252Femail-and-electronic-communications-audit-sf-mayor-76434%252F%253Femail%253Dhank.heckel%252540sfgov.org
Is this email coming to the wrong contact? Something else wrong? Use the above link to let us know.

For mailed responses, please address (see note):
MuckRock News
DEPT MR 76434
411A Highland Ave
Somerville, MA 02144-2516

PLEASE NOTE: This request is not filed by a MuckRock staff member, but is being sent through MuckRock by the above in order to better track, share, and manage public records requests. Also note that improperly addressed (i.e., with the requester's name rather than "MuckRock News" and the department number) requests might be returned as undeliverable.
[http://email.requests.muckrock.com/o/eJw1yksOwiAUAMDTyJK8V_4LFsa01zCUT0sqJYKYeHvdOOsJVghJYnH5cc_BIiBjSpLd8jW54KTSRpqUomToVzQJJRjvkGmS7QRoQE8aJlAoKFI1C81vi7oaDhrn5cKhxeeI_dVpGf5o1R_U10KaLe5TWx9n3_MZ_-n3e9rqm9a2fQH5cy7m]

From: Anonymous Person 09/10/2019

Subject: RE: California Public Records Act Request #19091 Email

Thank you. I look forward to your disclosures.

From: Anonymous Person 09/11/2019

Subject: RE: California Public Records Act Request #19091 Email

Attached is a new SFAC 67.21(d) petition and exhibits. It encompasses the email address discussion from this morning and a number of other parts of these records improperly withheld that require your written determination. These are new exhibits - with greater scope than the prior ones I sent you.

** NOTE: Please redact all responses correctly. This is a public mailbox, and all of your responses (including disclosed records) may be automatically and instantly available to the general public on the MuckRock.com service used to issue this request (though I am not a MuckRock representative). **

Thanks,
Anonymous

Exhibits-20190910-R-min_compressed.pdf

Download

76434-SupervisorPetition-20190910-b.pdf

Download

From: Anonymous Person 09/11/2019

Subject: RE: California Public Records Act Request #19091

Email

Office of Mayor,

Please see attached petition I sent to Sup of Records regarding SOTF 19091, and requests 76434/79193.
I will also be adding this to my file 19091 to the Task Force, if you wish to make supplementary disclosures.

Thanks,
Anonymous

76434-SupervisorPetition-20190910-b_BEIN2CH.pdf

Download

Exhibits-20190910-R-min_compressed_LCRHwtE.pdf

Download

From: Anonymous Person 09/11/2019

Subject: RE: California Public Records Act Request #19091

Email

RE: FILE 19091

SOTF,

Please add the attached documents to File 19091. They describe in detail many of the plainly public portions of records withheld by the Office of Mayor, which is now subject to a further Sup. of Records petition. For reading convenience, please order the Exhibits after the Petition in the file.

I look forward to your scheduling this at committee as soon as possible.

Thanks,
Anonymous

Exhibits-20190910-R-min_compressed_s0lUZaC.pdf

Download

76434-SupervisorPetition-20190910-b_OzdZoNQ.pdf

Download

From: Office of the Mayor 09/19/2019

Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor) Email

Dear Anonymous,

Please note that some of the records you have requested below regarding "instrument used" to respond to your July 2 request include communications with the City Attorney's Office that are being withheld pursuant to the attorney/client privilege. See Gov't Code § 6254(k); Evidence Code § 954; Admin. Code § 67.21(k). We are continuing to consult with the City Attorney's Office regarding the scope of the privilege with respect to other documents and will supplement our response as appropriate in due course.
Regards,

Hank Heckel
Compliance Officer
Office of Mayor London N. Breed
City and County of San Francisco

From: Anonymous Person 09/19/2019

Subject: RE: California Public Records Act Request #19091 Email

How could that be privileged?

This is a request for a 67.21(c) statement for existence, nature, quantity and form for :
PART 3: all instruments used to inquire of each official as to whether they possess any responsive records of our July 2, 2019 request, and all of the responses of the official or their legal representatives (including all affidavits/declarations that no responsive records exists)

From: Office of the Mayor 09/23/2019

Subject: FW: Follow-up Request Re Communications Audit Email

Dear Anonymous,

We have performed a search for responsive records relating to your request below. Please see attached responsive records relating to City business from the WhatsApp app used by Communications Director, Jeff Cretan.

Please note that private cell numbers have been redacted to avoid an unwarranted breach of personal privacy. See Cal. Govt. Code Secs. 6254(c), 6254(k); California Constitution, Art. I, Sec. 1.

The responsive information has been provided in a PDF format for its ease of transferability and accessibility, consistent with Cal. Gov. Code 6253.9(a)(1). Metadata from any native format has not been provided to avoid risks to the security and integrity of the original record as well as the city's data and information technology systems and to avoid the release of exempt confidential or privileged information. See Cal. Gov. Code 6253.9 (f) and 6254.19. The PDF format ensures the security and integrity of the original record as well as the security and integrity of the city's data and information technology systems.

Please note that certain communications in WhatsApp received by Mr. Cretan were withheld as security procedures information pursuant to Cal. Gov. Code 6254(f).

We have not located responsive records in WhatsApp for any other of the identified staff.

We have not located responsive records in Instagram for any of the identified staff.
Regards,

Hank Heckel
Compliance Officer
Office of Mayor London N. Breed
City and County of San Francisco

Responsive Records re Anonymous Request re Whatsapp

Download

From: Anonymous Person 09/24/2019

Subject: RE: California Public Records Act Request #19091 Email

** NOTE: Please redact all responses correctly. This is a public mailbox, and all of your responses (including disclosed records) may be automatically and instantly available to the general public on the MuckRock.com service used to issue this request (though I am not a MuckRock representative). **

Thank you for the records.

Please clarify whether these records are from Mr. Cretan's government or personal whatsapp account (i.e. was this responsive to request AA or BB)?

Furthermore there appear to be 27 photos withheld in page 1 - are those the 6254(f) withholdings? I asked for attachments and inline images in the request.

Thanks,
Anonymous

From: Office of the Mayor 09/26/2019

Subject: FW: FW: Request for 2 complaint waiver Email

Dear Anonymous:

Please see a response from Chair Wolfe below.

Cheryl Leger
Assistant Clerk, Board of Supervisors
Tel: 415-554-7724

[CustomerSatisfactionIcon]<http://www.sfbos.org/index.aspx?page=104> Click here<http://www.sfbos.org/index.aspx?page=104> to complete a Board of Supervisors Customer Service Satisfaction form.

The Legislative Research Center<http://www.sfbos.org/index.aspx?page=9681> provides 24-hour access to Board of Supervisors legislation, and archived matters since August 1998.

Disclosures: Personal information that is provided in communications to the Board of Supervisors is subject to disclosure under the California Public Records Act and the San Francisco Sunshine Ordinance. Personal information provided will not be redacted. Members of the public are not required to provide personal identifying information when they communicate with the Board of Supervisors and its committees. All written or oral communications that members of the public submit to the Clerk's Office regarding pending legislation or hearings will be made available to all members of the public for inspection and copying. The Clerk's Office does not redact any information from these submissions. This means that personal information—including names, phone numbers, addresses and similar information that a member of the public elects to submit to the Board and its committees—may appear on the Board of Supervisors website or in other public documents that members of the public may inspect or copy.



image001

Download

From: Anonymous Person 09/26/2019

Subject: RE: California Public Records Act Request #19091 Email

Thanks!

From: Office of the Mayor 09/26/2019

Subject: SOTF - Updated Notice of Appearance - Complaint Committee; October 15, 2019 5:30 p.m. Email

Good Afternoon:

You are receiving this notice because you are named as a Complainant or Respondent in one of the following complaints scheduled before the Complaint Committee to: 1) hear the merits of the complaint; 2) issue a determination; and/or 3) consider referrals from a Task Force Committee.

Date: October 15, 2019

Location: City Hall, Room 408

Time: 5:30 p.m.

Complainants: Your attendance is required for this meeting/hearing.

Respondents/Departments: Pursuant to Section 67.21 (e) of the Ordinance, the custodian of records or a representative of your department, who can speak to the matter, is required at the meeting/hearing.

Complaints:

File No. 19084: Complaint filed by Mo Green against the City Attorney's Office for allegedly violating Administrative Code (Sunshine Ordinance), Sections 67.21 and 67.25, by failing to respond to a request for documents in a timely and/or complete manner.

File No. 19085: Complaint filed by Mo Green against the Public Utilities Commission for allegedly violating Administrative Code (Sunshine Ordinance), Sections 67.21 and 67.25, by failing to respond to a request for documents in a timely and/or complete.

File No. 19093: Complaint filed by Michael Petrelis against Mayor London Breed and the Office of the Mayor for allegedly violating Administrative Code, (Sunshine Ordinance) Sections 67.21 by failing to respond to a request for public records in a timely and/or complete manner.

File No. 19091: Complaint filed by Anonymous against Mayor London Breed, Hank Heckel and the Office of the Mayor for allegedly violating Administrative Code, (Sunshine Ordinance) Sections 67.21, 67.26, 67.27 and 67.29-7, by failing to respond to a request for public records in a timely and/or complete manner.

File No. 19094: Complaint filed by Anonymous against Linda Gerull and the Department of Technology for allegedly violating Administrative Code (Sunshine Ordinance), Sections 67.21, 67.25, 67.26 and 67.27 by failing to respond to a public records request in a timely and/or complete manner.

Documentation (evidence supporting/disputing complaint)

For a document to be considered, it must be received at least five (5) working days before the hearing (see attached Public Complaint Procedure). For inclusion into the agenda packet, supplemental/supporting documents must be received by 5:00 pm, October 7, 2019.

From: Office of the Mayor **10/02/2019**

Subject: FW: California Public Records Act Request #19091 Email

Dear Anonymous,

The records to which you refer are from a Whatsapp account used by Mr. Cretan on his personal device, solely for governmental purposes.

The photos were not provided because they need to be retrieved from a live image of the messages. We are inquiring as to whether they can feasibly be provided.
Regards,

Hank Heckel
Compliance Officer
Office of Mayor London N. Breed
City and County of San Francisco

Leger, Cheryl (BOS)

From: 76434-70600365@requests.muckrock.com
Sent: Tuesday, September 10, 2019 10:44 PM
To: SOTF, (BOS)
Subject: RE: California Public Records Act Request #19091
Attachments: Exhibits-20190910-R-min_compressed_s0lUZaC.pdf; 76434-SupervisorPetition-20190910-b_OzdZoNQ.pdf

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

September 11, 2019

This is a follow up to request number 19091:

RE: FILE 19091

SOTF,

Please add the attached documents to File 19091. They describe in detail many of the plainly public portions of records withheld by the Office of Mayor, which is now subject to a further Sup. of Records petition. For reading convenience, please order the Exhibits after the Petition in the file.

I look forward to your scheduling this at committee as soon as possible.

Thanks,
Anonymous

Filed via MuckRock.com
E-mail (Preferred): 76434-70600365@requests.muckrock.com
Upload documents directly:
https://accounts.muckrock.com/accounts/login/?url_auth_token=AAAxJIxKbHL78P4hPis99lsuo1Y%3A1i7vM2%3AFlTQwru6Et_8WG1WzOSRn5HUrA0&next=https%3A%2F%2Fwww.muckrock.com%2Faccounts%2Flogin%2F%3Fnext%3D%252Faccounts%252Fagency_login%252Foffice-of-the-mayor-3891%252Femail-and-electronic-communications-audit-sf-mayor-76434%252F%253Femail%253Dsotf%252540sfgov.org
Is this email coming to the wrong contact? Something else wrong? Use the above link to let us know.

For mailed responses, please address (see note):
MuckRock News
DEPT MR 76434
411A Highland Ave
Somerville, MA 02144-2516

PLEASE NOTE: This request is not filed by a MuckRock staff member, but is being sent through MuckRock by the above in order to better track, share, and manage public records requests. Also note that improperly addressed (i.e., with the requester's name rather than "MuckRock News" and the department number) requests might be returned as undeliverable.

On Sept. 11, 2019:
Subject: RE: California Public Records Act Request #19091
Office of Mayor,

Please see attached petition I sent to Sup of Records regarding SOTF 19091, and requests 76434/79193.
I will also be adding this to my file 19091 to the Task Force, if you wish to make supplementary disclosures.

Thanks,
Anonymous

On Sept. 11, 2019:
Subject: RE: California Public Records Act Request #19091
Attached is a new SFAC 67.21(d) petition and exhibits. It encompasses the email address discussion from this morning and a number of other parts of these records improperly withheld that require your written determination. These are new exhibits - with greater scope than the prior ones I sent you.

** NOTE: Please redact all responses correctly. This is a public mailbox, and all of your responses (including disclosed records) may be automatically and instantly available to the general public on the MuckRock.com service used to issue this request (though I am not a MuckRock representative). **

Thanks,
Anonymous

On Sept. 10, 2019:
Subject: RE: California Public Records Act Request #19091
Thank you. I look forward to your disclosures.

On Sept. 9, 2019:
Subject: Follow-up Request Re Communications Audit
Dear Anonymous,

Please note that we are continuing our response to the request below, received by the Office of the Mayor on August 28th, under an extension for up to 14 days pursuant to Government Code § 6253(c) and San Francisco Admin. Code § 67.25(b) because of the need for consultation with other city departments.

We understand the need to complete this request with all practicable speed and will endeavor to provide responsive documents on a rolling basis as they become available and anticipate completing our response by September 23, 2019.

Regards,

Hank Heckel
Compliance Officer
Office of Mayor London N. Breed
City and County of San Francisco

August 27, 2019

This is a follow up to request number 19091:

Thank you. I look forward to your disclosures.

This is a follow-up Sunshine/CPRA request for WhatsApp and Instagram records which I mistakenly left out earlier. As before, "conversations" include both communications and also include any stubs/records that a conversation previously took place, but has now expired or been deleted. These requests cover the WhatsApp and Instagram mobile, web, and desktop applications.

PART 2
AA. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [WhatsApp]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

BB.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [WhatsApp], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

CC. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Instagram]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

DD.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [Instagram], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.

1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

** NOTE: this is a public mailbox, and all of your responses (including disclosed records) may be automatically and instantly available to the general public on the MuckRock.com service used to issue this request (though I am not a MuckRock representative). **

If a person has multiple accounts, 10 items from each are requested. For example the Mayor may have a public-facing alias and also an account she uses to do business internally- 10 from each are requested. Please do not include spam or product advertisement emails.

We remind you of your obligations to provide electronic records in any form we request them in if they are the format you hold them in OR any format that is easily-generated. If you use PDF, use properly redacted searchable or text pdfs. Please don't use image PDFs to make it harder to analyze the records.
However, if you choose to convert conversations, for example, to PDF, to easily redact them, you must ensure that you have preserved the full content of the original email record (as specified in request "A"), which contains many detailed headers beyond the generally used From/To/Subject/Sent/etc. For the chat apps, a screenshot or print-out is acceptable.

If you provide image PDFs, only give a few of the headers or lacking attachments/images, and/or improperly withhold public records that exist on private accounts/devices you may be in violation of SF Admin Code and/or CPRA, and we may challenge your decision at the Sunshine Ordinance Task Force, Supervisor of Records, judicially, and/or via any other remedies available to us.

You must justify all withholding. Please follow SFAC 67.26 and 67.27 and identify specifically which justifications are associated with which redaction, for example, using a footnote.

Provide records in a rolling fashion. Do not wait for all records to be available.

Please provide only those copies of records available without any fees. If you determine certain records would require fees, please instead provide the required free notice of which of those records are available and non-exempt for inspection in-person if we so choose. Please use email to respond.

I look forward to your prompt disclosure,

Anonymous

Filed via MuckRock.com
E-mail (Preferred): 76434-70600365@requests.muckrock.com<mailto:76434-70600365@requests.muckrock.com>
Upload documents directly:

https://accounts.muckrock.com/accounts/login/?url_auth_token=AAAxJIxKbHL78P4hPis99Isuo1Y%3A1i2nMg%3ArlpCDU0XAKsyKoYBri7ZjTkkivs&next=https%3A%2F%2Fwww.muckrock.com%2Faccounts%2Flogin%2F%3Fnext%3D%252Faccounts%252Fagency_login%252Foffice-of-the-mayor-3891%252Femail-and-electronic-communications-audit-sf-mayor-76434%252F%253Femail%253Dhank.heckel%252540sfgov.org
Is this email coming to the wrong contact? Something else wrong? Use the above link to let us know.

For mailed responses, please address (see note):
MuckRock News
DEPT MR 76434
411A Highland Ave
Somerville, MA 02144-2516

PLEASE NOTE: This request is not filed by a MuckRock staff member, but is being sent through MuckRock by the above in order to better track, share, and manage public records requests. Also note that improperly addressed (i.e., with the requester's name rather than "MuckRock News" and the department number) requests might be returned as undeliverable.

On Aug. 27, 2019:
Subject: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)
Dear Anonymous,

This is in response to your immediate disclosure request below received August 26 in the Office of the Mayor regarding "all instruments used to inquire of each official as to whether they possess any responsive records of our July 2, 2019 request, and all of the responses of the official or their legal representatives (including all affidavits/declarations that no responsive records exists)" in reference to your earlier July 2 request.

We are processing our response. Please note that your request is not simple, routine or otherwise readily answerable. Accordingly we are treating the request as subject to the maximum deadline of 10 days. See San Francisco Admin. Code § 67.25 (a), (b). We also reserve the right to continue our response from that date for up to 14 days pursuant to Government Code § 6253(c) and San Francisco Admin. Code § 67.25(b) due to any continuing need for consultation with other city departments.

We understand the need to continue this consultation with all practicable speed and will process your request accordingly.

If you have any questions regarding your request, please let me know.

Regards,

Hank Heckel
Compliance Officer
Office of Mayor London N. Breed
City and County of San Francisco

August 26, 2019

This is a follow up to a previous request:

Good Evening Mr. Heckel,

** NOTE: this is a public mailbox, and all of your responses (including disclosed records) may be automatically and instantly available to the general public on the MuckRock.com service used to issue this request (though I am not a MuckRock representative). **

I will be filing in the immediate future an SOTF complaint regarding: the lack of headers/metadata, the use of PDFs instead of .msg/.eml formats, and the use of image PDFs instead of textual PDFs, and your failure to identify with particularity specifically which laws apply to which redactions. The issues are quite similar to those you heard in your own case SOTF 19047, and in the SOTF 19044 case re: the city attorney. However, we will be emphasizing the image PDF and lack of redaction specificity issues in this new case.

In addition, this is a further immediate disclosure request for the following:
PART 3: all instruments used to inquire of each official as to whether they possess any responsive records of our July 2, 2019 request, and all of the responses of the official or their legal representatives (including all affidavits/declarations that no responsive records exists)

I understand such instruments would not have existed on the date of my original request, by definition, so I am re-requesting them now.
Since a City of San Jose v Superior Court (2017) search was requested for various officials' personal property, and you have indicated no responsive records existed, we believe such instruments must exist.
Thanks,
Anonymous

On Aug. 26, 2019:
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)
Dear Anonymous:

I just sent the Notice to the Respondent. Mr. Heckel will respond to the complaint and more than likely show up for the hearing. Mr. Heckel will see your Complaint Form and respond.

Cheryl Leger
Assistant Clerk, Board of Supervisors
Tel: 415-554-7724

[CustomerSatisfactionIcon]<http://www.sfbos.org/index.aspx?page=104> Click here<http://www.sfbos.org/index.aspx?page=104> to complete a Board of Supervisors Customer Service Satisfaction form.

The Legislative Research Center<http://www.sfbos.org/index.aspx?page=9681> provides 24-hour access to Board of Supervisors legislation, and archived matters since August 1998.

Disclosures: Personal information that is provided in communications to the Board of Supervisors is subject to disclosure under the California Public Records Act and the San Francisco Sunshine Ordinance. Personal information provided will not be redacted. Members of the public are not required to provide personal identifying information when they communicate with the Board of Supervisors and its committees. All written or oral communications that members of the public submit to the Clerk's Office regarding pending legislation or hearings will be made available to all members of the public for inspection and copying. The Clerk's Office does not redact any information from these submissions. This means that personal information-including names, phone numbers, addresses and similar information that a member of the public elects to submit to the Board and its committees-may appear on the Board of Supervisors website or in other public documents that members of the public may inspect or copy.

On Aug. 26, 2019:
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)
RE: 19091

Ok. I believe I have complied with B2 (bullet 2) of your complaint procedures requiring inclusion of the name of "any individual working at the agency who the request involves."

Thank you,
Anonymous

On Aug. 26, 2019:
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)
Hank Heckel is the Custodian of Records and Compliance Officer for the Mayor's office. He is my contact.

Cheryl Leger
Assistant Clerk, Board of Supervisors
Tel: 415-554-7724

[CustomerSatisfactionIcon]<http://www.sfbos.org/index.aspx?page=104> Click here<http://www.sfbos.org/index.aspx?page=104> to complete a Board of Supervisors Customer Service Satisfaction form.

The Legislative Research Center<http://www.sfbos.org/index.aspx?page=9681> provides 24-hour access to Board of Supervisors legislation, and archived matters since August 1998.

Disclosures: Personal information that is provided in communications to the Board of Supervisors is subject to disclosure under the California Public Records Act and the San Francisco Sunshine Ordinance. Personal information provided will not be redacted. Members of the public are not required to provide personal identifying information when they communicate with the Board of Supervisors and its committees. All written or oral communications that members of the public submit to the Clerk's Office regarding pending legislation or hearings will be made available to all members of the public for inspection and copying. The Clerk's Office does not redact any information from these submissions. This means that personal information-including names, phone numbers, addresses and similar information that a member of the public elects to submit to the Board and its committees-may appear on the Board of Supervisors website or in other public documents that members of the public may inspect or copy.

On Aug. 26, 2019:
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)
Ms. Leger,

Your current file for 19091 indicates the individual respondents are only Heckel and Breed.
My original complaint further includes the following individual respondents because they are referred to as the "custodians" by the Office of the Mayor's records response and because they are responsible for City of San Jose v Superior Court (2017) searches of their personal property:
Tyrone Jue (Senior Advisor), Sean Elsbernd (Chief of Staff), Andres Power (Policy Director), Andrea Bruss (Deputy Chief of Staff), Marjan Philhour (Senior Advisor), Jeff Cretan (Communications Director), Sophia Kittler (Liaison to the Board)

I would appreciate the correction.

Thank you,
Anonymous

On July 2, 2019:
Subject: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)
RE: Email and Electronic Communications Audit

To Whom It May Concern:

** NOTE: this is a public mailbox, and all of your responses (including disclosed records) may be automatically and instantly available to the general public on the MuckRock.com service used to issue this request (though I am not a MuckRock representative). **

We request under the San Francisco Sunshine Ordinance (Ordinance) and the California Public Records Act (CPRA) the following items from the Mayor's Office.
Similar requests were recently made of the Board of Supervisors and Clerk. If a person has multiple email addresses (including but not limited to email aliases), 10 emails from each are requested. For example the Mayor may have a public-facing email alias and also an email address she uses to do business internally- 10 from each are requested. Please do not include spam or product advertisement emails.

We remind you of your obligations to provide electronic records in the original format you hold them in. Therefore, e-mails exported in the .eml or .msg format with all non-exempt headers, metadata, attachments, etc. are best. However, if you choose to convert emails, for example, to PDF or printed format, to easily redact them, you must ensure that you have preserved the full content of the original email record (as specified in request "A"), which contains many detailed headers beyond the generally used From/To/Subject/Sent/etc. For the chat apps, a screenshot or print-out is acceptable.

If you use PDF, use properly redacted searchable or text pdfs. Please don't use image PDFs to make it harder to analyze the records.
If you provide PDFs instead of original email files, only give a few of the headers or lacking attachments/images, and/or improperly withhold public records that exist on private accounts/devices you may be in violation of SF Admin Code and/or CPRA, and we may challenge your decision at the Sunshine Ordinance Task Force, Supervisor of Records, judicially, and/or via any other remedies available to us. I currently have pending petitions to the Task Force and Supervisor of Records to correct prior disclosure failures of electronic information from your and other SF agencies.

You must justify all withholding.

Provide records in a rolling fashion. Do not wait for all records to be available.

Please provide only those copies of records available without any fees. If you determine certain records would require fees, please instead provide the required free notice of which of those records are available and non-exempt for inspection in-person if we so choose. Please use email to respond.

I look forward to your prompt disclosure.

PART 1 - Email

A. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails RECEIVED BY EACH OFFICIAL government email account of

1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

B. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails SENT FROM EACH OFFICIAL government email account of
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4. Deputy Chief of Staff
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7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

C. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails IN THE DRAFT or OUTBOX folder of EACH OFFICIAL government email account of the following. Please remember the special Sunshine exceptions to CPRA draft withholding under SF Admin Code 67.24(a).
1. Mayor Breed
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D. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails regarding the public's business (specifically those disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017)) SENT FROM EACH PERSONAL email account(s) of the following officials, TO/CC/BCC any sfgov.org email address. If NO such emails exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
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PART 2 - Chat/Messaging

As used below "Conversations" include but are not limited to any metadata records showing that a conversation had taken place but is now deleted (due to expiration for example).
Various types of apps are mentioned below.

A. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Facebook Messenger]:
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7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

PART 3: all instruments used to inquire of each official as to whether they possess any responsive records above, and all of their responses

Sincerely,
Anonymous

Filed via MuckRock.com
E-mail (Preferred): 76434-70600365@requests.muckrock.com<mailto:76434-70600365@requests.muckrock.com>
Upload documents directly:
https://accounts.muckrock.com/accounts/login/?url_auth_token=AAAxJIxKbHL78P4hPis99lsuo1Y%3A1i2nMg%3ArlpCDU0XAKsyKoYBri7ZjTkkivs&next=https%3A%2F%2Fwww.muckrock.com%2Faccounts%2Flogin%2F%3Fnext%3D%252Faccounts%252Fagency_login%252Foffice-of-the-mayor-3891%252Femail-and-electronic-communications-audit-sf-mayor-76434%252F%253Femail%253Dhank.heckel%252540sfgov.org
Is this email coming to the wrong contact? Something else wrong? Use the above link to let us know.

For mailed responses, please address (see note):
MuckRock News
DEPT MR 76434
411A Highland Ave
Somerville, MA 02144-2516

PLEASE NOTE: This request is not filed by a MuckRock staff member, but is being sent through MuckRock by the above in order to better track, share, and manage public records requests. Also note that improperly addressed (i.e., with the requester's name rather than "MuckRock News" and the department number) requests might be returned as undeliverable.
[http://email.requests.muckrock.com/o/eJw1yksOwiAUAMDTyJK8V_4LFsa01zCUT0sqJYKYeHvdOOsJVghJYnH5cc_BIiBjSpLd8jW54KTSRpqUomToVzQJJRjvkGmS7QRoQE8aJlAoKFI1C81vi7oaDhrn5cKhxeeI_dVpGf5o1R_U10KaLe5TWx9n3_MZ_-n3e9rqm9a2fQH5cy7m]

On Sept. 9, 2019:
Subject: RE: California Public Records Act Request #19091
Mr. Russi,

I never said they were redactions; they are improper withholdings of public parts of records.

Pg. 50 through 52 of https://cdn.muckrock.com/outbound_request_attachments/Anonymous_2859385/76434/SOTF-Mayor-20190826-Exhibits.pdf show a few emails printed out.
The original email record held by the City has To and From fields in the actual email that usually look like this:
To: "Full Name" <address@example.com>, "Another Name" <another@example.com>, ...

As an example, in the email you just sent me that I am replying to, the fields look like this:
- X-Envelope-From: <Brad.Russi@sfcityatty.org>
- From: Supervisor Records <supervisor.records@SFCITYATTY.ORG>

Note how the From has a name (Supervisor Records) and an email address (supervisor.records@SFCITYATTY.ORG). If someone CPRA-ed this email, and you printed this email out and it only showed [From: Supervisor Records] instead of also <supervisor.records@SFCITYATTY.ORG> you would be improperly withholding a part of a public record.

In some cases, depending on how your email systems work, the To/From/Cc/Bcc will not be email addresses, but instead a Microsoft Exchange identifier showing the employee's department affiliation and other such organizational information. None of this is properly exempt from disclosure.

In the printout on pg 50-52, the Mayor's Office has given solely the city employee names in the To/From , and not the email address and/or Microsoft Exchange identifier that would be present.
This is an improper withholding of part of the To/From/Cc/Bcc headers in the record as kept by the City and a violation of SFAC 67.26 and 67.27. There is no justified withholding of this part of the record.

Just because the City believes it is justified in converting the record format and withholding the purportedly security-sensitive headers as you have previously argued, it cannot *also* withhold additional information, like email addresses, unrelated to those security justifications.

For an example of how the City could do this properly (if it still wishes to withhold all the other headers and not use .msg format), it could:
a) print out to PDF the full with-header emails as the City Atty's office did in Case 19044, May 17 supplemental response, then redact all security headers, and provide the To/From/Cc/Bcc headers in their entirety
or, easier:
b) do what DPW did here on page 1: https://sanfrancisco.nextrequest.com/documents/1767171/download - even though they used print-out PDFs like the Mayor's Office, the From and To emails are hyperlinks that preserve the email address information. (Hover your mouse over them to see what I mean).

That is what I am asking for here: an official Sup. of Records determination that the To/From/Cc/Bcc full headers are public parts of records (unless specifically exempt in certain cases, like whistleblowers, or email addresses of private citizens under Constitutional privacy protections, etc.).

Thanks,
Anonymous

On July 2, 2019:
Subject: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)
RE: Email and Electronic Communications Audit

To Whom It May Concern:

** NOTE: this is a public mailbox, and all of your responses (including disclosed records) may be automatically and instantly available to the general public on the MuckRock.com service used to issue this request (though I am not a MuckRock representative). **

We request under the San Francisco Sunshine Ordinance (Ordinance) and the California Public Records Act (CPRA) the following items from the Mayor's Office.
Similar requests were recently made of the Board of Supervisors and Clerk. If a person has multiple email addresses (including but not limited to email aliases), 10 emails from each are requested. For example the Mayor may have a public-facing email alias and also an email address she uses to do business internally- 10 from each are requested. Please do not include spam or product advertisement emails.

We remind you of your obligations to provide electronic records in the original format you hold them in. Therefore, e-mails exported in the .eml or .msg format with all non-exempt headers, metadata, attachments, etc. are best. However, if you choose to convert emails, for example, to PDF or printed format, to easily redact them, you must ensure that you have preserved the full content of the original email record (as specified in request "A"), which contains many detailed headers beyond the generally used From/To/Subject/Sent/etc. For the chat apps, a screenshot or print-out is acceptable.

If you use PDF, use properly redacted searchable or text pdfs. Please don't use image PDFs to make it harder to analyze the records.
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You must justify all withholding.

Provide records in a rolling fashion. Do not wait for all records to be available.

Please provide only those copies of records available without any fees. If you determine certain records would require fees, please instead provide the required free notice of which of those records are available and non-exempt for inspection in-person if we so choose. Please use email to respond.

I look forward to your prompt disclosure.

PART 1 - Email

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1. Mayor Breed
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8. Compliance Officer

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PART 2 - Chat/Messaging

As used below "Conversations" include but are not limited to any metadata records showing that a conversation had taken place but is now deleted (due to expiration for example).
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7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

J.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [Google Hangouts], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director

6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

K.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [Signal], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

L.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [text/SMS/MMS messaging], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

PART 3: all instruments used to inquire of each official as to whether they possess any responsive records above, and all of their responses

Sincerely,
Anonymous

Filed via MuckRock.com
E-mail (Preferred): 76434-70600365@requests.muckrock.com
Upload documents directly:
https://accounts.muckrock.com/accounts/login/?url_auth_token=AAAxJlxKbHL78P4hPis99lsuo1Y%3A1i7vM2%3AFlTQwru6Et_8WG1WzOSRn5HUrA0&next=https%3A%2F%2Fwww.muckrock.com%2Faccounts%2Flogin%2F%3Fnext%3D%252Faccounts%252Fagency_login%252Foffice-of-the-mayor-3891%252Femail-and-electronic-communications-audit-sf-mayor-76434%252F%253Femail%253Dsotf%252540sfgov.org
Is this email coming to the wrong contact? Something else wrong? Use the above link to let us know.

For mailed responses, please address (see note):
MuckRock News
DEPT MR 76434

411A Highland Ave
Somerville, MA 02144-2516

PLEASE NOTE: This request is not filed by a MuckRock staff member, but is being sent through MuckRock by the above in order to better track, share, and manage public records requests. Also note that improperly addressed (i.e., with the requester's name rather than "MuckRock News" and the department number) requests might be returned as undeliverable.



EXHIBIT A

RE: Email and Electronic Communications Audit

To Whom It May Concern:

**** NOTE: this is a public mailbox, and all of your responses (including disclosed records) may be automatically and instantly available to the general public on the MuckRock.com service used to issue this request (though I am not a MuckRock representative). ****

We request under the San Francisco Sunshine Ordinance (Ordinance) and the California Public Records Act (CPRA) the following items from the Mayor's Office. Similar requests were recently made of the Board of Supervisors and Clerk. If a person has multiple email addresses (including but not limited to email aliases), 10 emails from each are requested. For example the Mayor may have a public-facing email alias and also an email address she uses to do business internally- 10 from each are requested. Please do not include spam or product advertisement emails.

We remind you of your obligations to provide electronic records in the original format you hold them in. Therefore, e-mails exported in the .eml or .msg format with all non-exempt headers, metadata, attachments, etc. are best.
However, if you choose to convert emails, for example, to PDF or printed format, to easily redact them, you must ensure that you have preserved the full content of the original email record (as specified in request "A"), which contains many detailed headers beyond the generally used From/To/Subject/Sent/etc. For the chat apps, a screenshot or print-out is acceptable.

If you use PDF, use properly redacted searchable or text pdfs. Please don't use image PDFs to make it harder to analyze the records.
If you provide PDFs instead of original email files, only give a few of the headers or lacking attachments/images, and/or improperly withhold public records that exist on private accounts/devices you may be in violation of SF Admin Code and/or CPRA, and we may challenge your decision at the Sunshine Ordinance Task Force, Supervisor of Records, judicially, and/or via any other remedies available to us. I currently have pending petitions to the Task Force and Supervisor of Records to correct prior disclosure failures of electronic information from your and other SF agencies.

You must justify all withholding.

Provide records in a rolling fashion. Do not wait for all records to be available.

Please provide only those copies of records available without any fees. If you determine certain records would require fees, please instead provide the required free notice of which of those records are available and non-exempt for inspection in-person if we so choose. Please use email to respond.

I look forward to your prompt disclosure.

PART 1 - Email

A. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails RECEIVED BY EACH OFFICIAL government email account of
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

B. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails SENT FROM EACH OFFICIAL government email account of
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

C. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails IN THE DRAFT or OUTBOX folder of EACH OFFICIAL government email account of the following. Please remember the special Sunshine exceptions to CPRA draft withholding under SF Admin Code 67.24(a).
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

D. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those

explicitly exempted by the Ordinance, of the most recent 10 emails regarding the public's business (specifically those disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017)) SENT FROM EACH PERSONAL email account(s) of the following officials, TO/CC/BCC any sfgov.org email address. If NO such emails exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

E. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails regarding the public's business (specifically those disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017)) RECEIVED BY EACH PERSONAL email account(s) of the following officials, FROM any sfgov.org email address. If NO such emails exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

PART 2 - Chat/Messaging

As used below "Conversations" include but are not limited to any metadata records showing that a conversation had taken place but is now deleted (due to expiration for example).
Various types of apps are mentioned below.

A. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Facebook Messenger]:
1. Mayor Breed

2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

B. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Telegram]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

C. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Slack]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

D. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Google Hangouts]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'

4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

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1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

F. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [SMS/MMS/text messages]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

G.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [Facebook Messenger], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed

2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

H.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [Telegram], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
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2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

I.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [Slack], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

J.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [Google Hangouts], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.

1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

K.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [Signal], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.

1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

L.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [text/ SMS/MMS messaging], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.

1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

PART 3: all instruments used to inquire of each official as to whether they possess any responsive records above, and all of their responses

Sincerely,

Anonymous

EXHIBIT B

Office of the Mayor
City & County of San Francisco

VIA ELECTRONIC MAIL

Requestor: Anonymous
76434-70600365@requests.muckrock.com

July 26, 2019

Re: **Public Records Request Received July 2 2019**

Dear Anonymous:

This further responds to your request attached, entitled Email and Electronic Communications Audit, received by the Office of the Mayor on July 2, 2019. We previously invoked an extension of time to continue our response under Government Code § 6253(c) and San Francisco Admin. Code § 67.25(b) for up to 14 days from the original due date because of the need for consultation with other city departments and the potential volume of requested materials.

Response Dated July 26, 2019

We have completed our search and consultation and are attaching herewith responsive records located in the possession of the Office of the Mayor. The documents are provided in multiple emails due to file size. Please note that responsive emails from official city email accounts are provided for all of the requested custodians. Additionally, responsive text messages from personal devices pertaining to city business have been provided for Communications Director Jeff Cretan, Liaison to the Board of Supervisors Sophia Kittler and Compliance Officer Hank Heckel. No such responsive texts were located for the other requested custodians. Further, no responsive communications in the other electronic media named were located for the requested custodians.

The responsive documents have been provided in a PDF format for its ease of transferability and accessibility, consistent with Cal. Gov. Code 6253.9(a)(1). Metadata from any native format has not been provided to avoid risks to the security and integrity of the city's data system and avoid the release of exempt confidential or privileged information. Pursuant to Cal. Gov. Code 6253.9 (f), an agency is not required to provide an electronic record in an electronic format that would jeopardize or compromise the security or integrity of the original record or its data system. The PDF format ensures the security and integrity of the original record.

Please note that certain documents have been withheld on the basis of the attorney-client privilege and/or the attorney work product doctrine. Gov't Code § 6254(k); Evid. Code § 954; Code of Civ. Proc. § 2018.030; Gov't Code § 6276.04; Admin. Code § 67.21(k).

Please note that certain personal information such as private email addresses, phone numbers and personal addresses has been redacted to avoid an unwarranted breach of personal privacy. See Cal. Govt. Code Secs. 6254(c), 6254(k); California Constitution, Art. I, Sec. 1.

Please note that certain information has been redacted on the basis of the attorney-client privilege. Gov't Code § 6254(k); Evidence Code § 954; Admin. Code § 67.21(k).

Please also note that certain call-in information has been redacted pursuant to the official information privilege. See Cal. Evid. Code Sec. 1040(b)(2).

Please note that certain identifying information has been redacted to protect the identity of certain individuals involved in ongoing hiring processes. See Cal. Govt. Code Secs. 6254(c), Admin. Code § 67.24(c).

Please note that we are responding only on behalf of the Office of the Mayor and not on behalf of other City Departments. If you have any questions about your request or would like to submit another public records request, please feel free to contact us at mayorsunshinerequests@sfgov.org.

Best Regards,

Hank Heckel
Compliance Officer
Office of Mayor London N. Breed
City and County of San Francisco

EXHIBIT C

Office of the Mayor
City & County of San Francisco

VIA ELECTRONIC MAIL

Requestor: Anonymous
76434-70600365@requests.muckrock.com

July 29, 2019

Re: **Amended and Supplemental Response to Public Records Request Received July 2, 2019**

Dear Anonymous:

This amends and supplements our July 26, 2019 response to your Public Records Request, attached, entitled Email and Electronic Communications Audit, received by the Office of the Mayor on July 2, 2019. We previously invoked an extension of time to continue our response under Government Code § 6253(c) and San Francisco Admin. Code § 67.25(b) for up to 14 days from the original due date because of the need for consultation with other city departments and the potential volume of requested materials. We then responded and provided responsive documents on July 26, 2019.

Amended and Supplemental Response Dated July 29, 2019

We have completed our search and consultation and are attaching herewith responsive records located in the possession of the Office of the Mayor. The documents have been provided in multiple emails due to file size. Please note that responsive emails from official city email accounts have been provided for all of the requested custodians. Additionally, responsive text messages from personal devices pertaining to city business have been provided for Communications Director Jeff Cretan, Liaison to the Board of Supervisors Sophia Kittler and Compliance Officer Hank Heckel. No such responsive texts were located for the other requested custodians. Existing messages received using Signal pertaining to city business have been provided for Chief of Staff, Sean Elsbernd. These communications are provided herewith as a supplemental production. No responsive communications in the other electronic media named were located for the requested custodians.

The responsive documents have been provided in a PDF format for its ease of transferability and accessibility, consistent with Cal. Gov. Code 6253.9(a)(1). Metadata from any native format has not been provided to avoid risks to the security and integrity of the city's data system and avoid the release of exempt confidential or privileged information. Pursuant to Cal. Gov. Code 6253.9 (f), an agency is not required to provide an electronic record in an electronic format that would jeopardize or compromise the security or integrity of the original record or its data system. The PDF format ensures the security and integrity of the original record.

Please note that certain documents have been withheld on the basis of the attorney-client privilege and/or the attorney work product doctrine. Gov't Code § 6254(k); Evid. Code § 954; Code of Civ. Proc. § 2018.030; Gov't Code § 6276.04; Admin. Code § 67.21(k).

Please note that certain personal information such as private email addresses, phone numbers and personal addresses has been redacted to avoid an unwarranted breach of personal privacy. See Cal. Govt. Code Secs. 6254(c), 6254(k); California Constitution, Art. I, Sec. 1.

Please note that certain information has been redacted on the basis of the attorney-client privilege. Gov't Code § 6254(k); Evidence Code § 954; Admin. Code § 67.21(k).

Please also note that certain call-in information has been redacted pursuant to the official information privilege. See Cal. Evid. Code Sec. 1040(b)(2).

Please note that certain identifying information has been redacted to protect the identity of certain individuals involved in ongoing hiring processes. See Cal. Govt. Code Secs. 6254(c), Admin. Code § 67.24(c).

Please note that we are responding only on behalf of the Office of the Mayor and not on behalf of other City Departments. If you have any questions about your request or would like to submit another public records request, please feel free to contact us at mayorsunshinerequests@sfgov.org.

Best Regards,

Hank Heckel
Compliance Officer
Office of Mayor London N. Breed
City and County of San Francisco

EXHIBIT D

This is a small 20-page portion of the voluminous responsive records.

These records were provided by Respondents in an image PDF format, namely they appear to have been printed on hardcopy paper and then re-scanned. Due to this format, their quality as provided below is somewhat worse than the copy the respondents provided due to repeated compression. Please have Respondents provide their copies in their Reply so you can see the original quality.

From: Power, Andres (MYR)
To: Lindler, Nicole (MYR)
Subject: Re: 1000 Beds Tracker
Date: Wednesday, July 03, 2019 10:15:34 PM

That's right. Thanks!

Andres Power
Policy Director
Mayor London N. Breed

On Jul 3, 2019, at 4:11 PM, Lindler, Nicole (MYR) <nicole.lindler@sfgov.org> wrote:

> The first subtotal line should have said 590 not 516. Sorry excel error.
>
> Nicole Lindler | Policy Advisor
> Office of Mayor London N. Breed
> Sent via iPhone
>
> On Jul 3, 2019, at 3:43 PM, Power, Andres (MYR) <andres.power@sfgov.org> wrote:
>
> > Am I missing something? This seems like it's adding up to 926.
> >
> > Andres Power
> > Policy Director
> > Mayor London N. Breed
> >
> > On Jul 3, 2019, at 1:12 PM, Lindler, Nicole (MYR) <nicole.lindler@sfgov.org> wrote:
> >
> > > DPH has confirmed that Hummingbird 14 beds are online.
> > >
> > > <image001.gif>**Nicole Lindler** | Policy Advisor
> > > Office of Mayor London N. Breed
> > > City and County of San Francisco
> > > 415-554-6694
> > >
> > > **From:** Lindler, Nicole (MYR)
> > > **Sent:** Wednesday, July 03, 2019 12:16 PM
> > > **To:** Power, Andres (MYR) <andres.power@sfgov.org>; Cretan, Jeff (MYR) <Jeff.Cretan@sfgov.org>
> > > **Subject:** RE: 1000 Beds Tracker
> > >
> > > Revised. The additions at BVHM and Hummingbird are currently open/operating according to HSH. However, I am

still awaiting absolute confirmation from DPH about Hummingbird as it is their program and we've been receiving mixed messages from HSH.

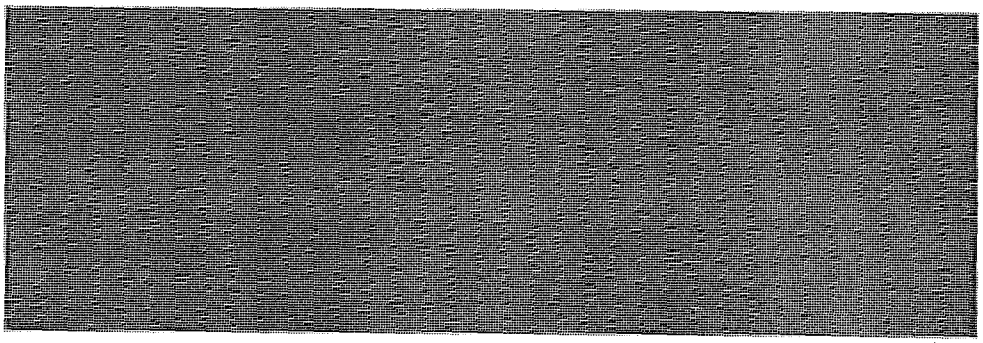
TEAM PLAN

	Beds	District
Open	212	Various
BVHM	60	9
ZSFGH Hummingbird	14	10
	286	

In Development		
Jelani	24	10
Division Circle (Exp)	60	9
Civic Center Hotel (Exp)	20	6
	104	

Next Up		
SAFE (SWL 330)	200	6

Subtotal	**516**



TOTAL	**1000**

<!--[if !supportLists]--> <!--[endif]-->*DRAFT – DO NOT DISTRIBUTE*

<image001.gif>**Nicole Lindler** | Policy Advisor
Office of Mayor London N. Breed
City and County of San Francisco
415-554-6694

From: Lindler, Nicole (MYR)
Sent: Wednesday, July 03, 2019 10:12 AM
To: Power, Andres (MYR) <andres.power@sfgov.org>; Cretan, Jeff (MYR) <Jeff.Cretan@sfgov.org>
Subject: 1000 Beds Tracker
Importance: High

Below is the agreed plan that we've outlined to reach the 1000 bed shelter goal:

TEAM PLAN		
	Beds	**District**
Open	212	Various
In Development		
ZSFGH Hummingbird	14	10
Jelani	24	10
Division Circle (Exp)	60	9
Civic Center Hotel (Exp)	20	6
	118	
Next Up		
SAFE (SWL 330)	200	6
Subtotal	**530**	

Nicole Lindler | Policy Advisor
Office of Mayor London N. Breed
City and County of San Francisco
415-554-6694

From: Power, Andres (MYR)
To: Lindler, Nicole (MYR)
Subject: Re: 1000 Beds Tracker
Date: Wednesday, July 03, 2019 3:43:21 PM

Am I missing something? This seems like it's adding up to 926.

Andres Power
Policy Director
Mayor London N. Breed

On Jul 3, 2019, at 1:12 PM, Lindler, Nicole (MYR) <nicole.lindler@sfgov.org> wrote:

DPH has confirmed that Hummingbird 14 beds are online.

<image001.gif>**Nicole Lindler** | Policy Advisor
Office of Mayor London N. Breed
City and County of San Francisco
415-554-6694

From: Lindler, Nicole (MYR)
Sent: Wednesday, July 03, 2019 12:16 PM
To: Power, Andres (MYR) <andres.power@sfgov.org>; Cretan, Jeff (MYR) <Jeff.Cretan@sfgov.org>
Subject: RE: 1000 Beds Tracker

Revised. The additions at BVHM and Hummingbird are currently open/operating according to HSH. However, I am still awaiting absolute confirmation from DPH about Hummingbird as it is their program and we've been receiving mixed messages from HSH.

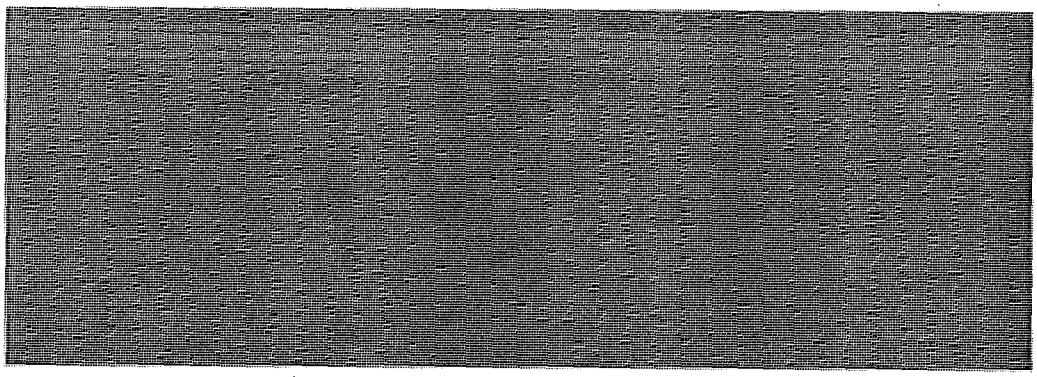
TEAM PLAN

	Beds	District
Open	212	Various
BVHM	60	9
ZSFGH Hummingbird	14	10
	286	

In Development		
Jelani	24	10
Division Circle (Exp)	60	9
Civic Center Hotel (Exp)	20	6
	104	

Next Up		
SAFE (SWL 330)	200	6

Subtotal	516



TOTAL	**1000**

<!--[if !supportLists]--> <!--[endif]--> *DRAFT – DO NOT DISTRIBUTE*

<image001.gif> **Nicole Lindler** | Policy Advisor
Office of Mayor London N. Breed
City and County of San Francisco
415-554-6694

From: Lindler, Nicole (MYR)
Sent: Wednesday, July 03, 2019 10:12 AM
To: Power, Andres (MYR) <andres.power@sfgov.org>; Cretan, Jeff (MYR) <Jeff.Cretan@sfgov.org>
Subject: 1000 Beds Tracker
Importance: High

Below is the agreed plan that we've outlined to reach the 1000 bed shelter goal:

TEAM PLAN		
	Beds	District
Open	212	Various
In Development		
ZSFGH Hummingbird	14	10
Jelani	24	10
Division Circle (Exp)	60	9
Civic Center Hotel (Exp)	20	6

	118	
Next Up		
SAFE (SWL 330)	200	6
Subtotal	**530**	
TOTAL	**1000**	

<image001.gif>**Nicole Lindler** | Policy Advisor
Office of Mayor London N. Breed
City and County of San Francisco
415-554-6694

From: Power, Andres (MYR)
To: Lindler, Nicole (MYR)
Subject: Re: 1000 Beds Tracker
Date: Wednesday, July 03, 2019 10:33:58 AM

Isn't BVHM implemented?

Andres Power
Policy Director
Mayor London N. Breed

On Jul 3, 2019, at 10:11 AM, Lindler, Nicole (MYR) <nicole.lindler@sfgov.org> wrote:

Below is the agreed plan that we've outlined to reach the 1000 bed shelter goal:

TEAM PLAN		
	Beds	**District**
Open	212	Various
In Development		
ZSFGH Hummingbird	14	10
Jelani	24	10
Division Circle (Exp)	60	9
Civic Center Hotel (Exp)	20	6
	118	
Next Up		
SAFE (SWL 330)	200	6
Subtotal	**530**	

[redacted]

TOTAL	1000	

 **Nicole Lindler** | Policy Advisor
Office of Mayor London N. Breed
City and County of San Francisco
415-554-6694

From: Schneider, Dylan (HOM)
To: Power, Andres (MYR)
Cc: Kittler, Sophia (MYR)
Subject: Re: Homeless Commission Charter Amendment
Date: Tuesday, July 02, 2019 8:10:39 AM

Hi Andres,

I'm on my way in and will give you a call at 9am when I have everything in front of me.

Thank you,
Dylan

Get Outlook for iOS

From: Power, Andres (MYR)
Sent: Tuesday, July 2, 2019 8:05:16 AM
To: Schneider, Dylan (HOM)
Cc: Kittler, Sophia (MYR)
Subject: Re: Homeless Commission Charter Amendment

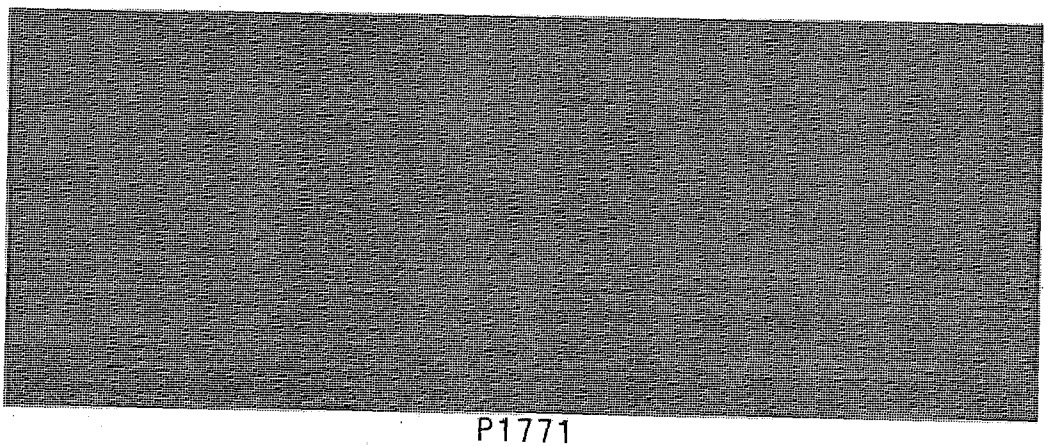
Dylan,

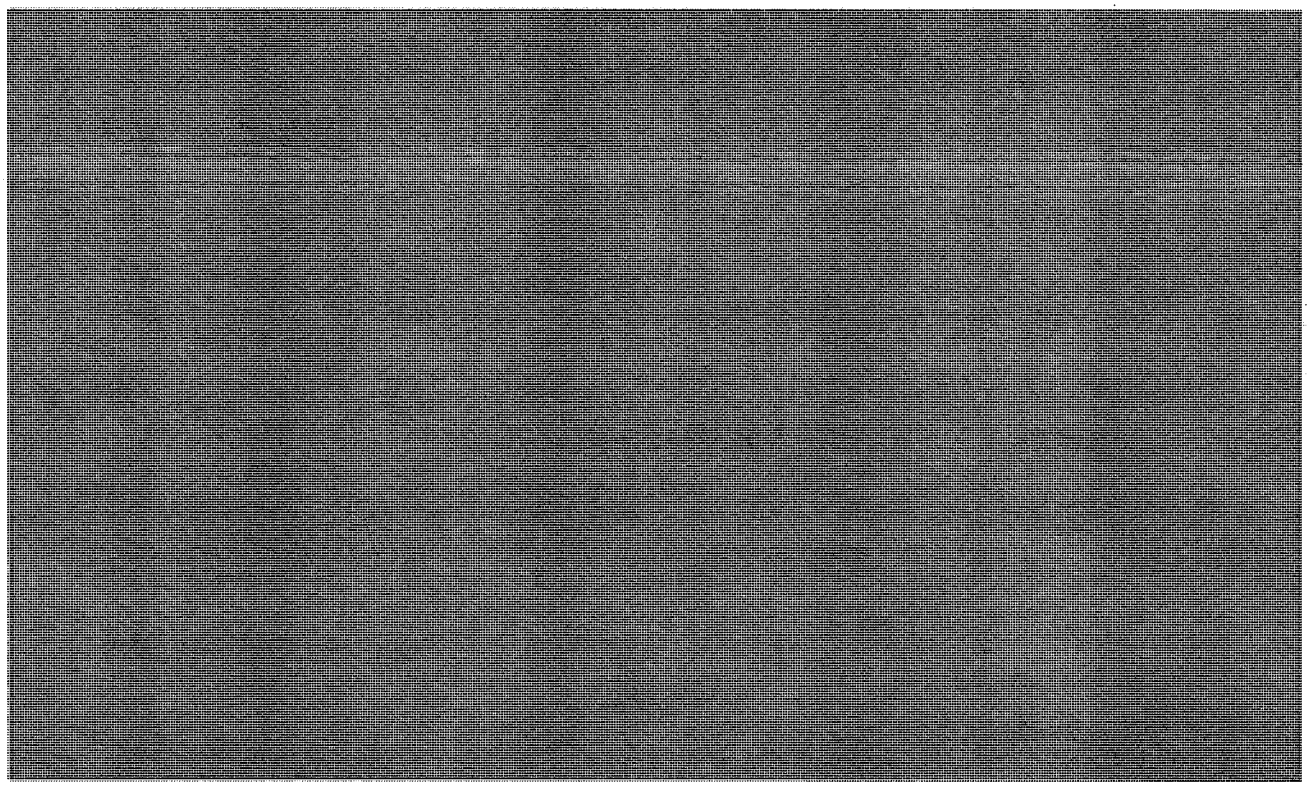
Please give me a call when you're in.

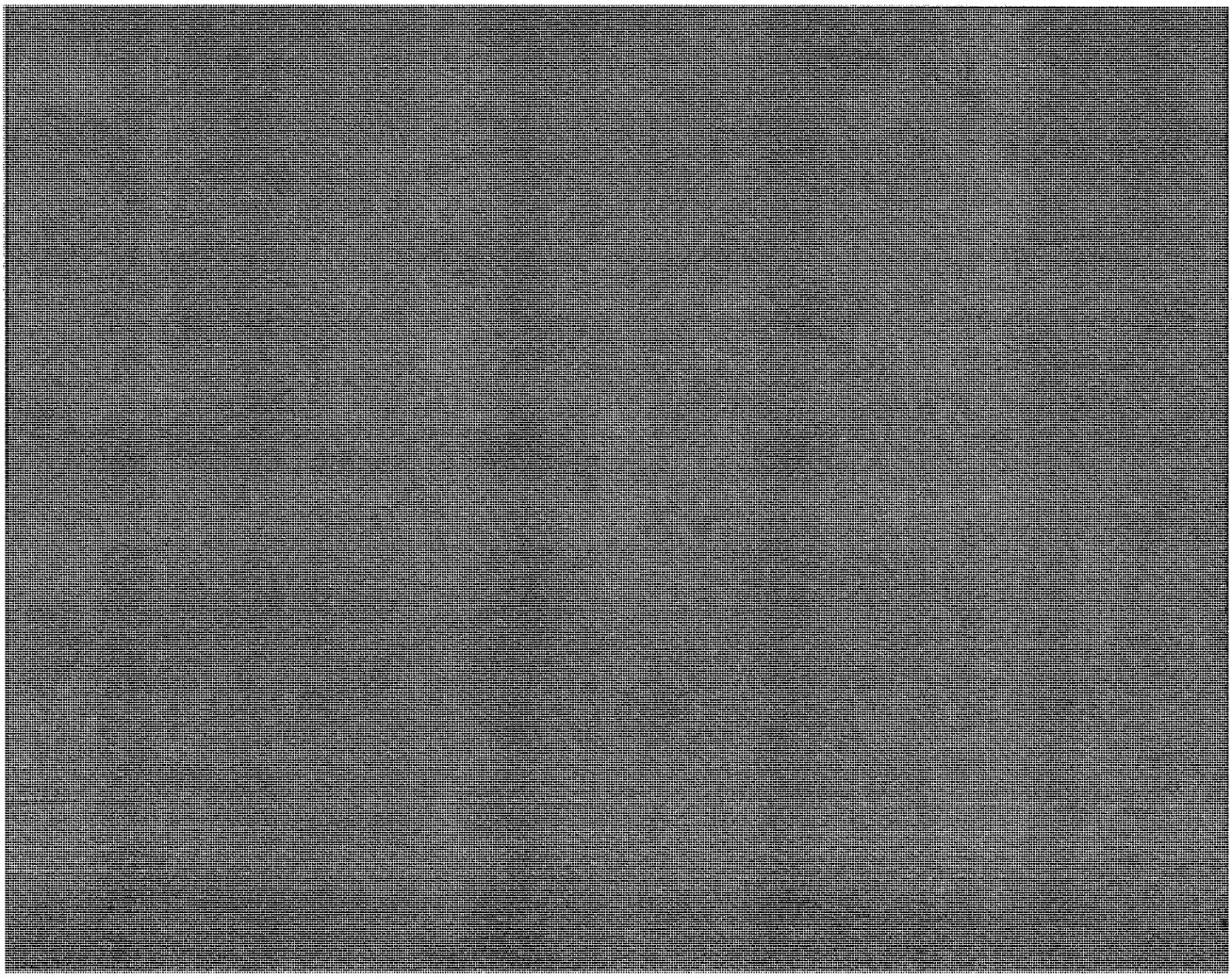
We need to make sure that we're framing this correctly.

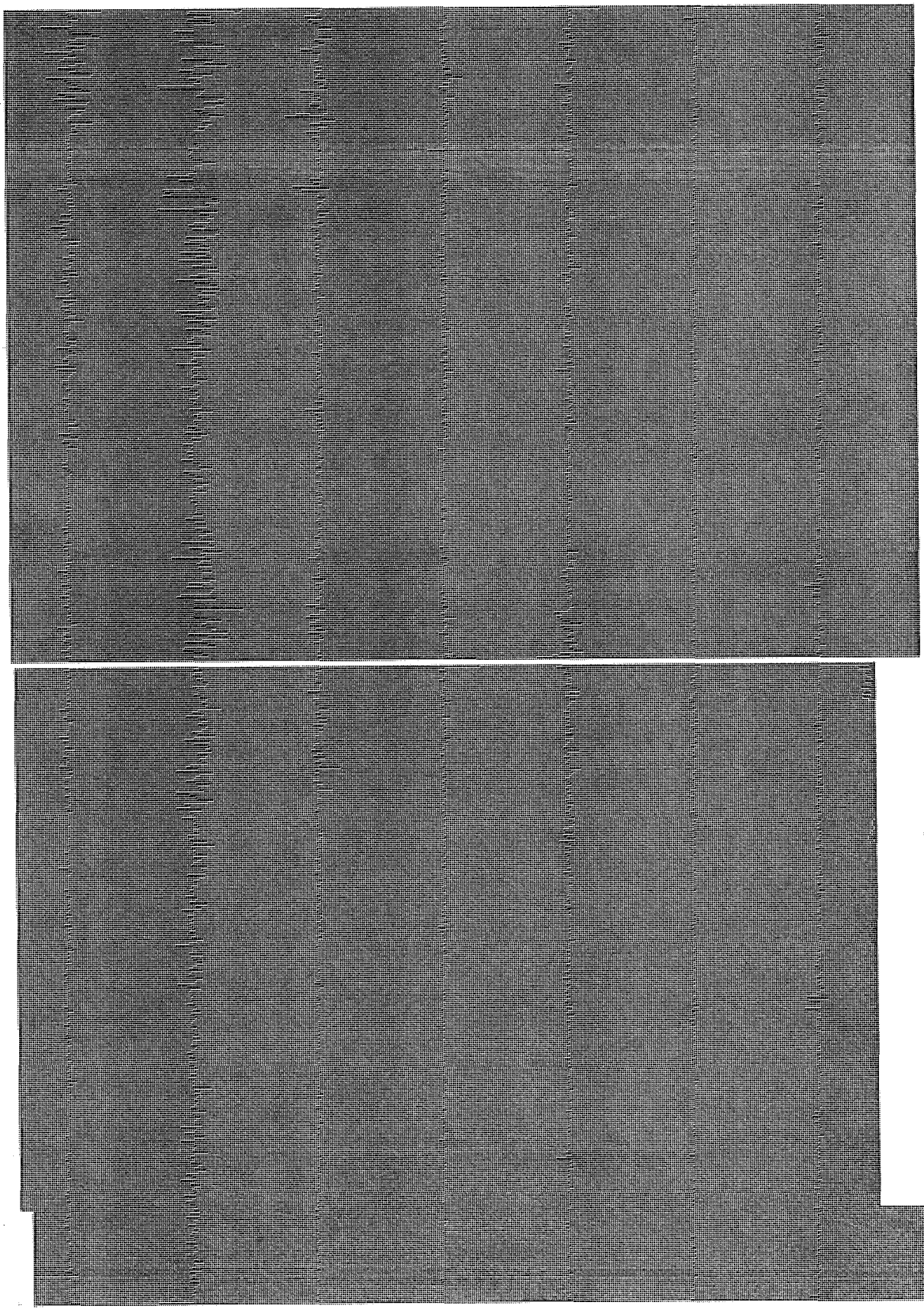
Andres Power
Policy Director
Mayor London N. Breed

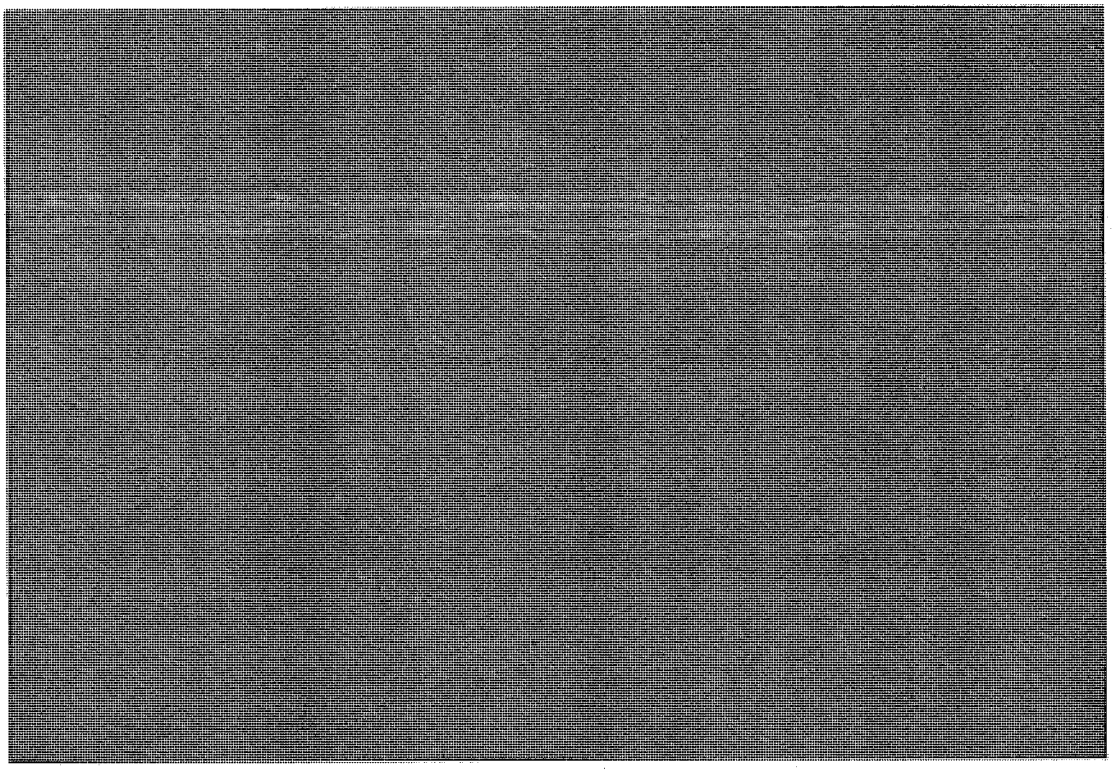
On Jul 1, 2019, at 9:59 PM, Schneider, Dylan (HOM) <dylan.schneider@sfgov.org> wrote:

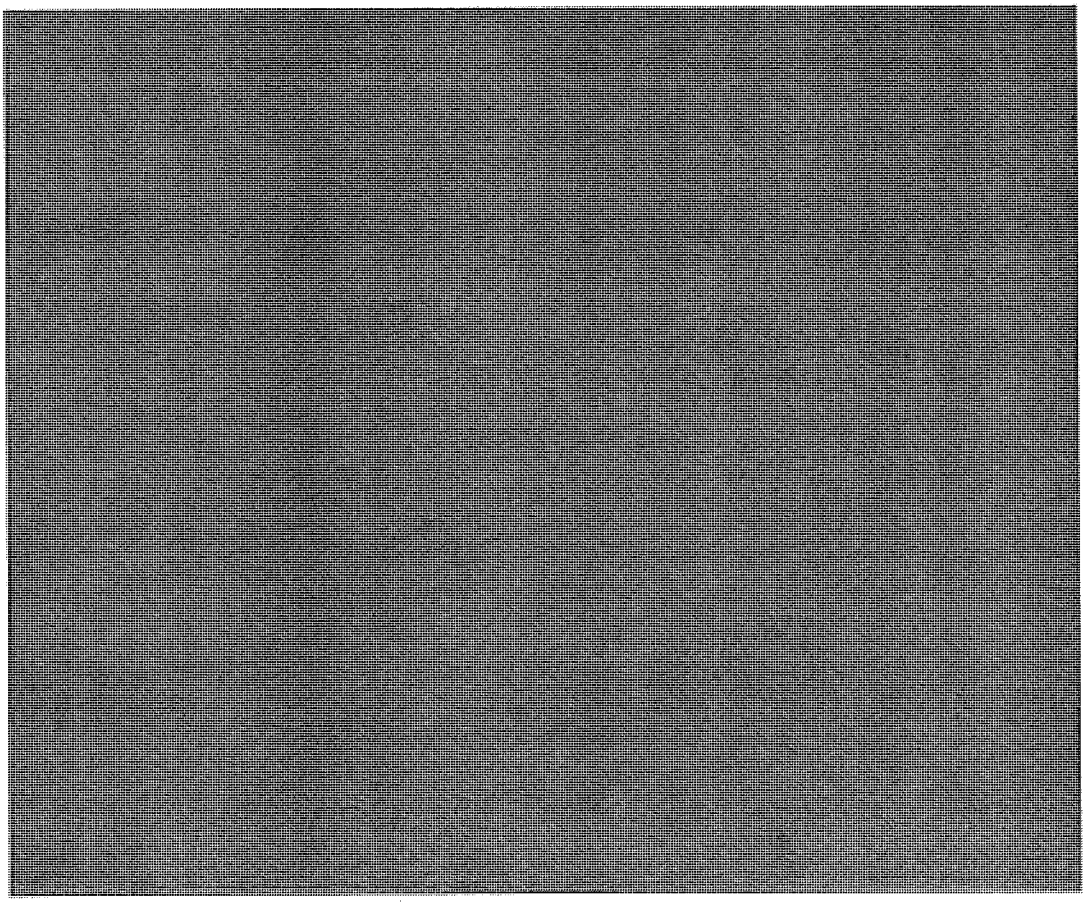


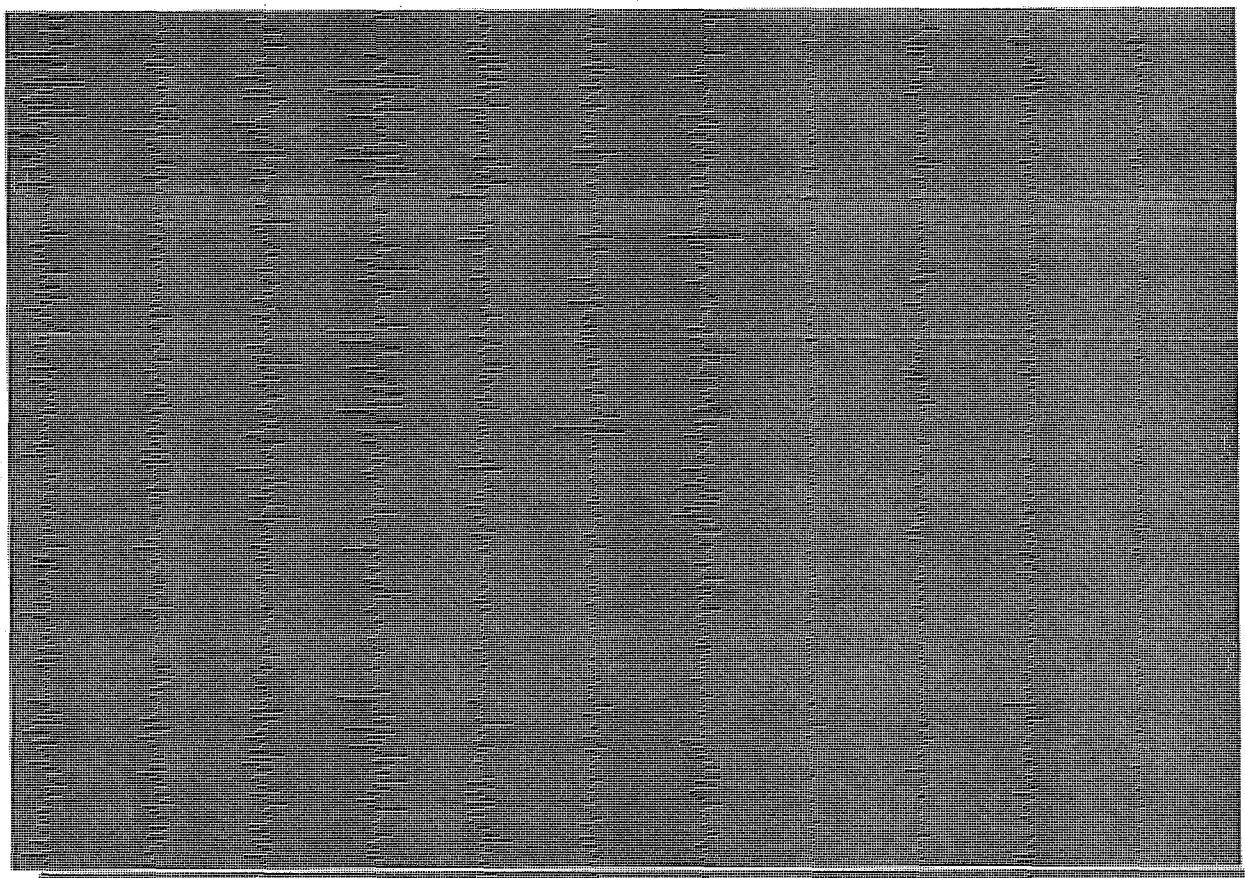


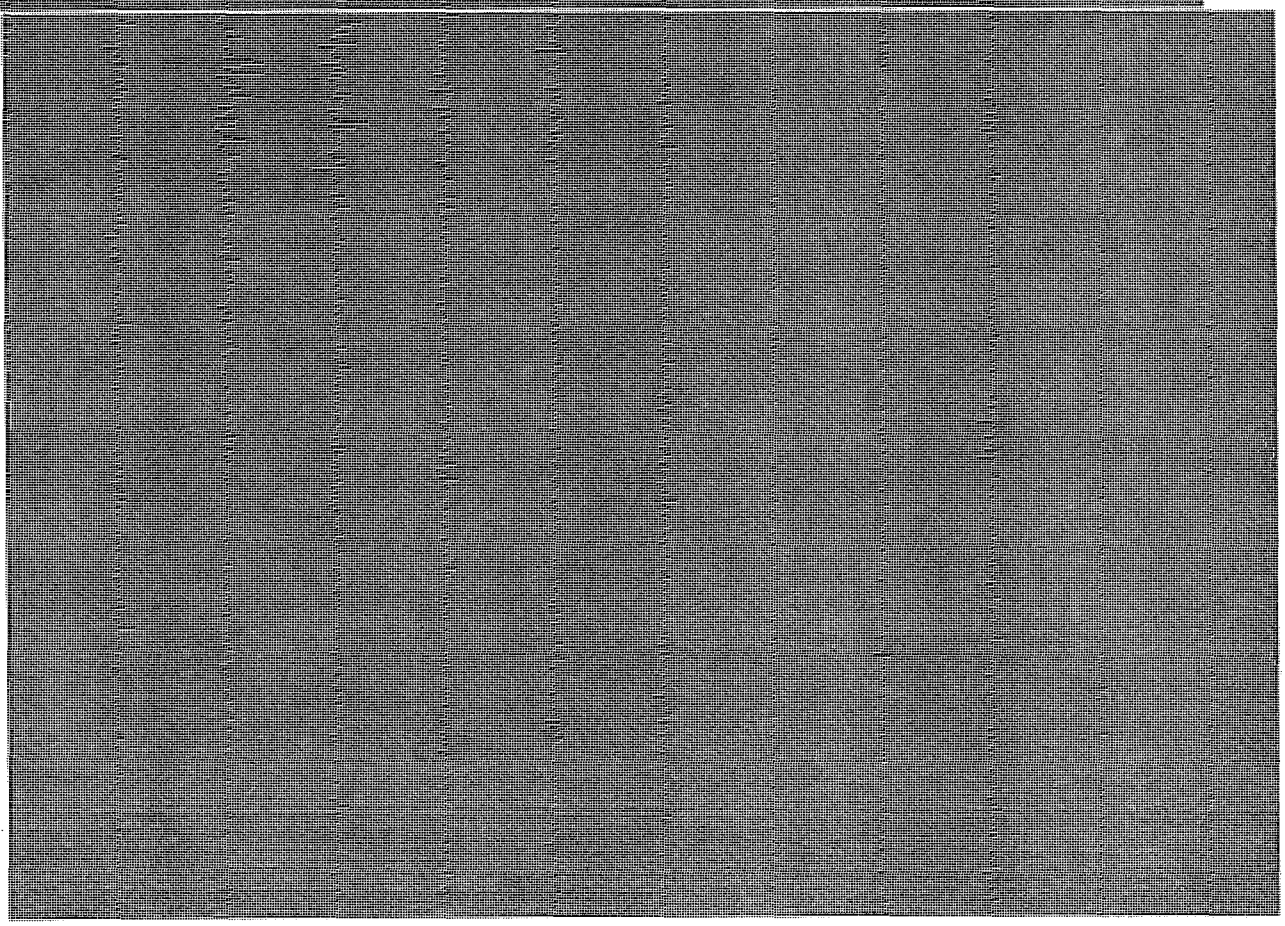


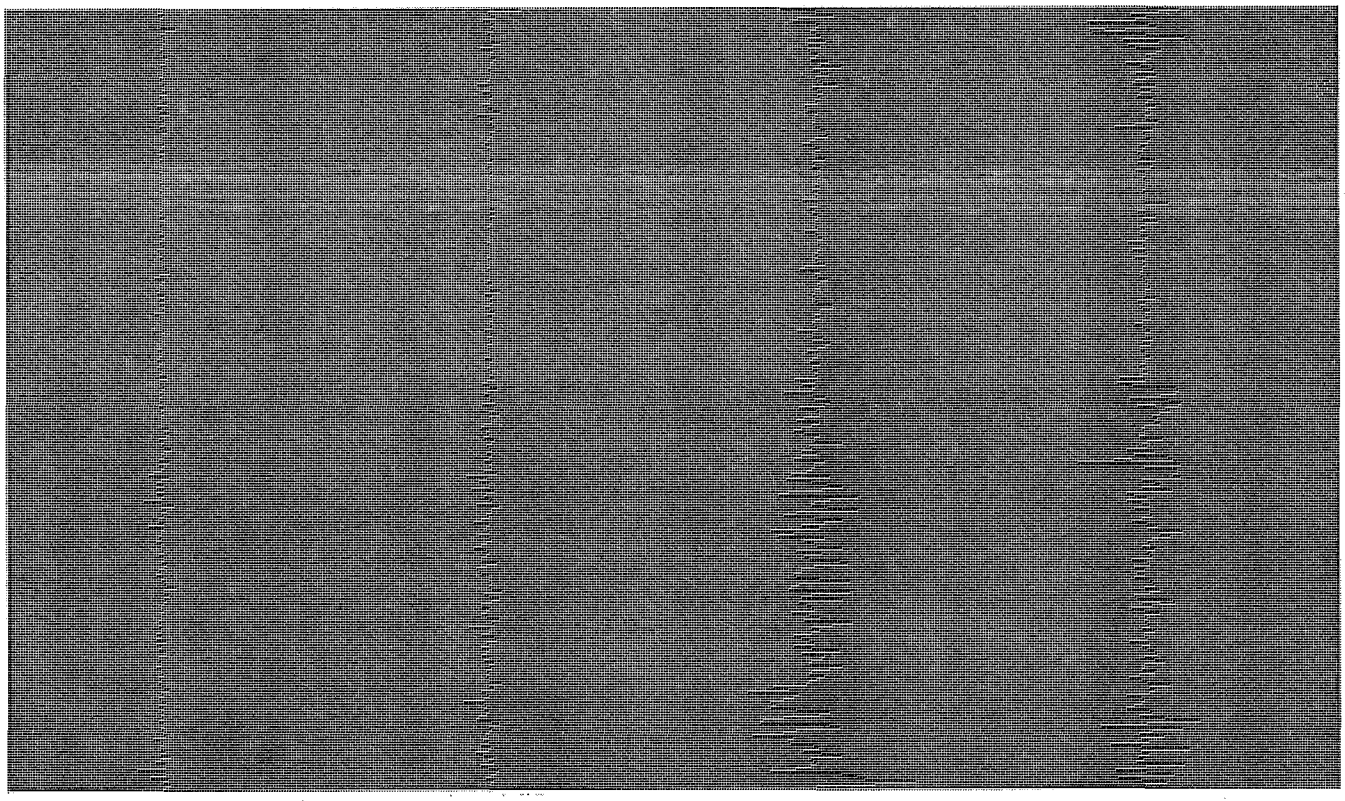


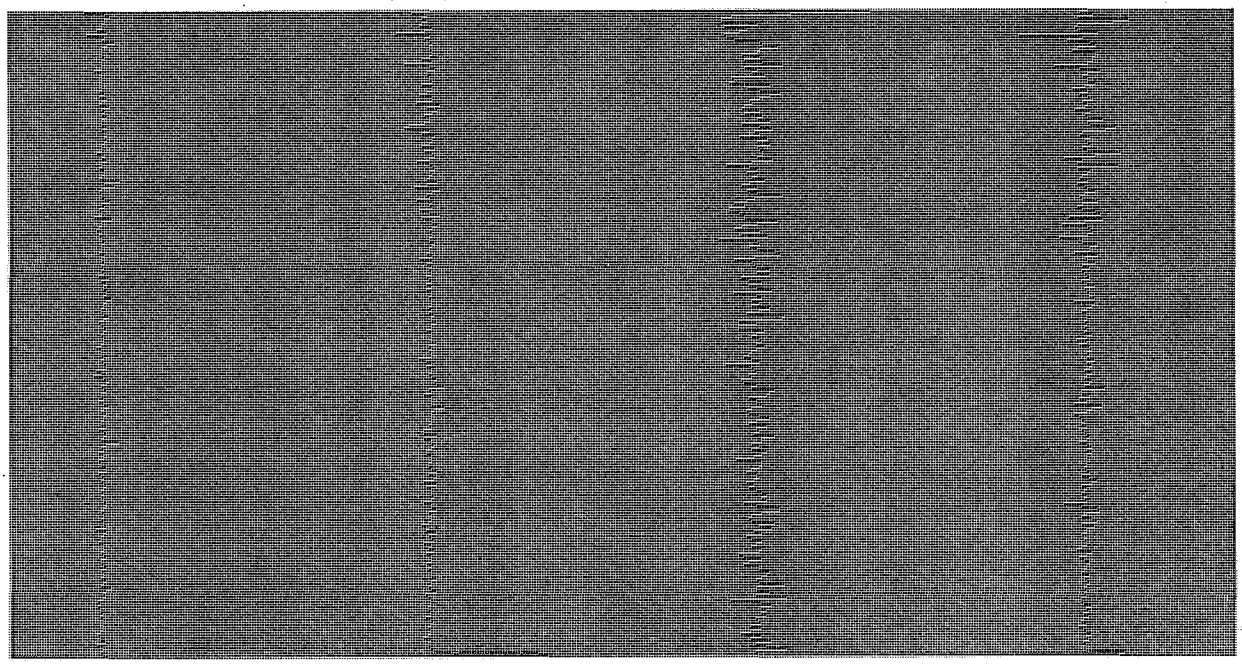


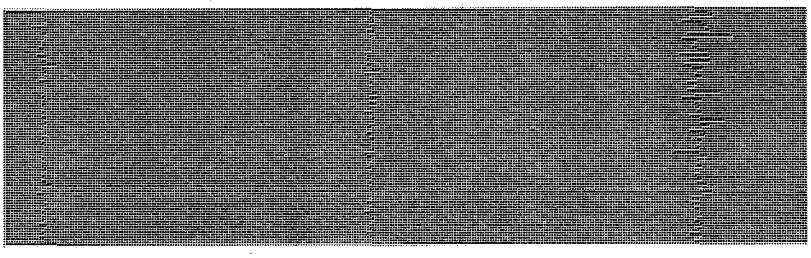


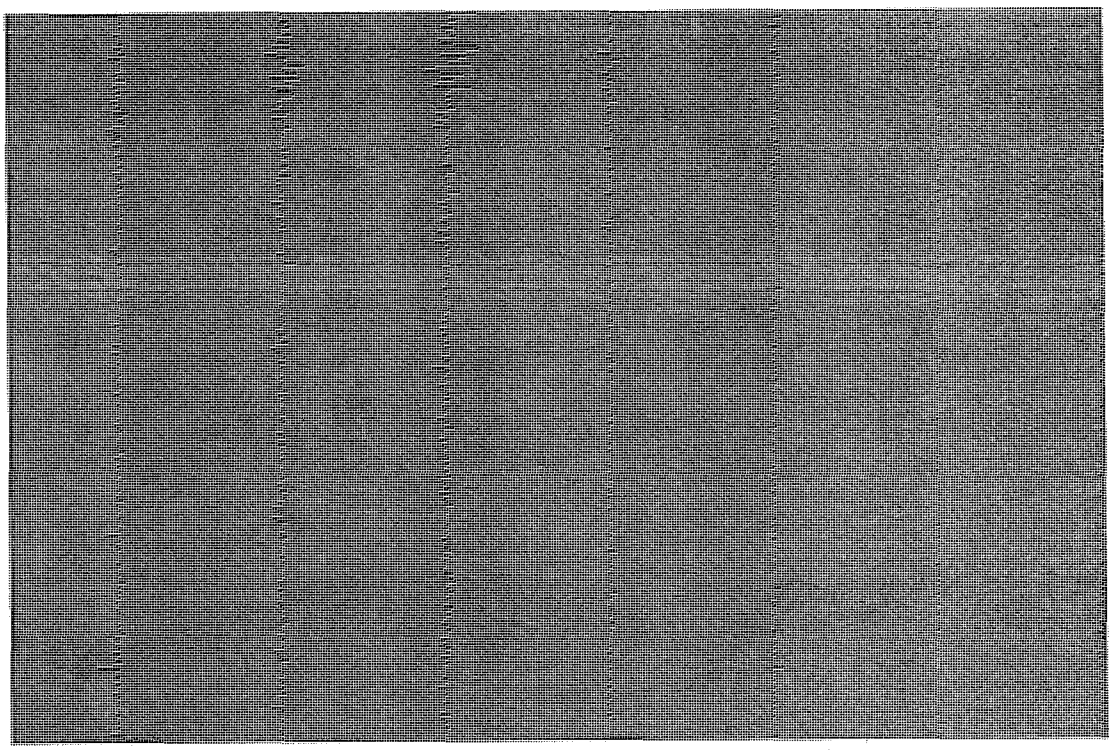


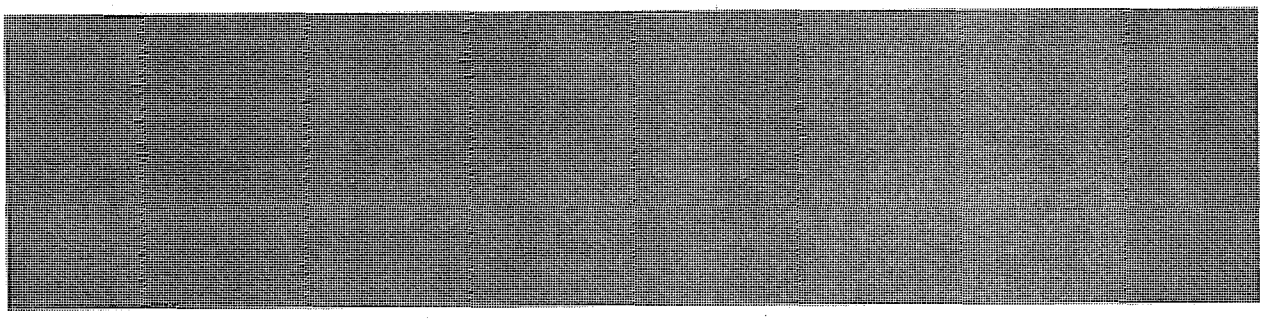


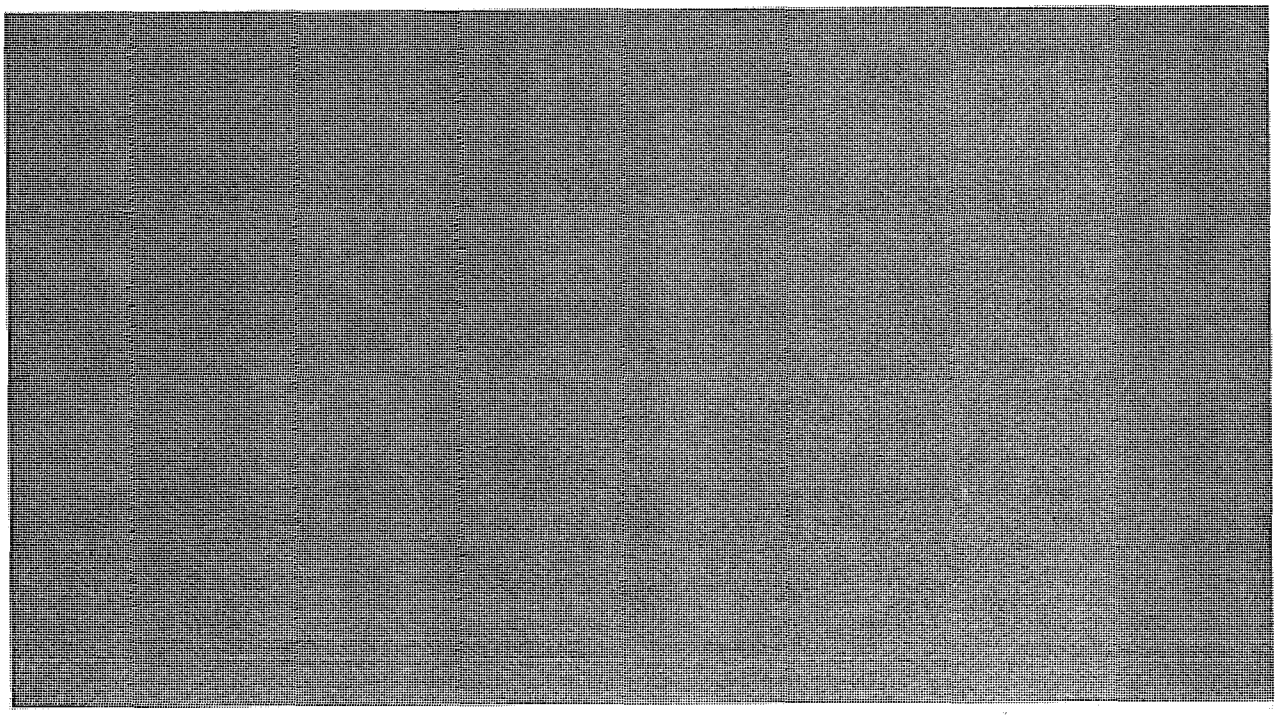


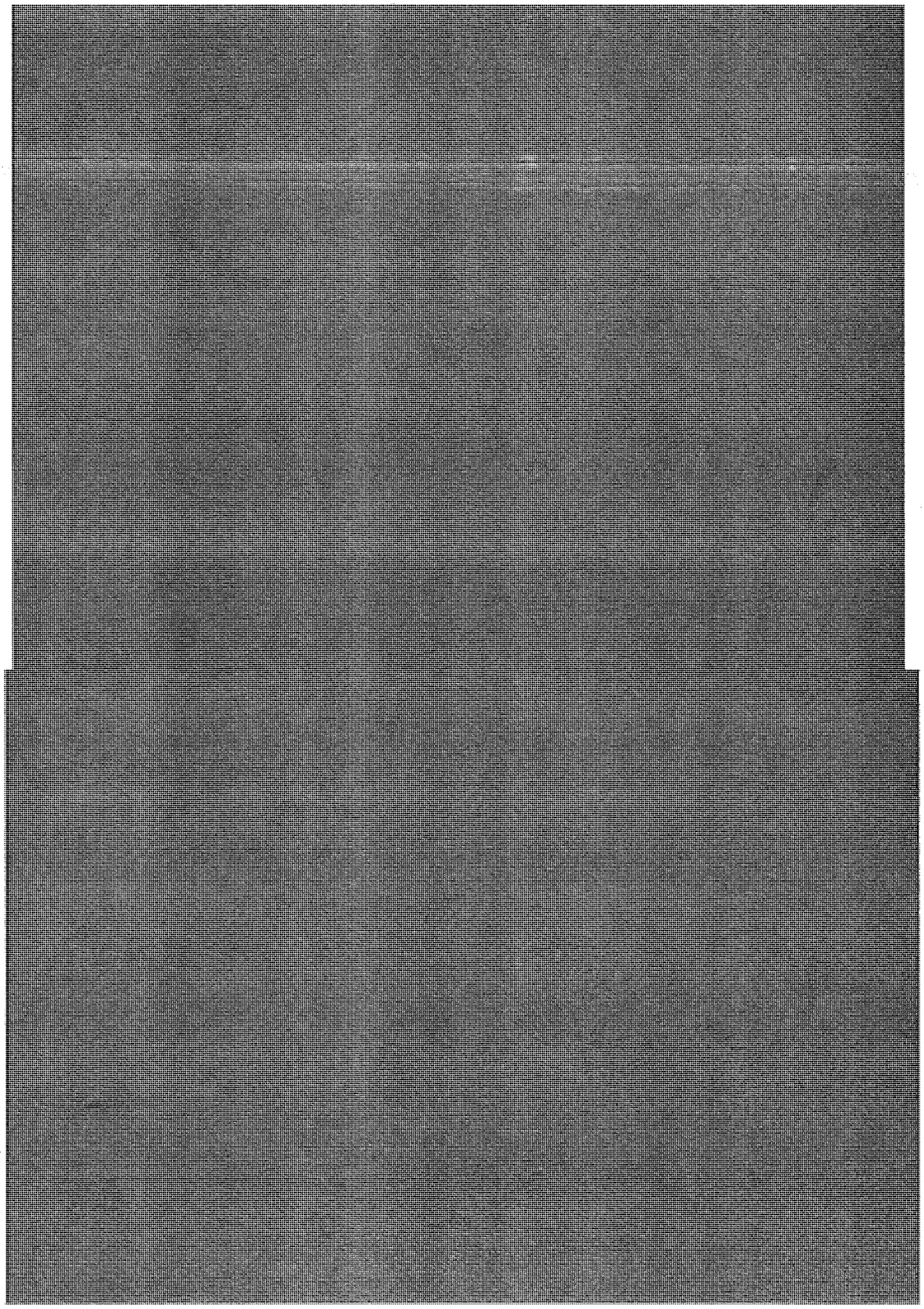


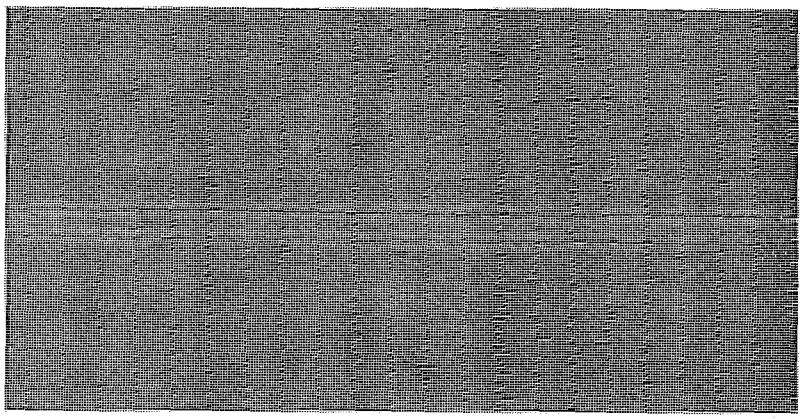












From: Bruss, Andrea (MYR)
To: Power, Andres (MYR)
Subject: FW: Thank you! + Resume
Date: Tuesday, July 02, 2019 11:31:02 AM
Attachments: [redacted] Resume.pdf

[redacted] s going to apply for the open budget office position, but you may want to also see if he is a good fit for your team. He comes recommended frim his time in the Controller's Office.

From: [redacted]
Sent: Tuesday, July 02, 2019 11:03 AM
To: Bruss, Andrea (MYR) <andrea.bruss@sfgov.org>
Subject: Thank you! + Resume

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

Andrea,

Thank you very much for taking the time to chat and offering to forward my resume to folks. Please see my attached resume.

Please let me know if there is anything else I can provide.

Best,

[redacted]

From: Arce, Joshua (ECN)
To: Power, Andres (MYR)
Cc: Torres, Joaquin (ECN)
Subject: FW: Thank You!
Date: Tuesday, July 02, 2019 11:56:58 AM

FYI - closing the loop on this request from the Veterans Summit

From: Arce, Joshua (ECN)
Sent: Tuesday, July 2, 2019 11:56 AM
To: David Chasteen [redacted]
Cc: Torres, Joaquin (ECN) <joaquin.torres@sfgov.org>; Nim, Ken (ECN) <ken.nim@sfgov.org>; Lam, Byron (ECN) <byron.lam@sfgov.org>; Dostal, Viktoriya (ECN) <Viktoriya.Dostal@sfgov.org>; Rice, Lowell (ECN) <lowell.rice@sfgov.org>; Callahan, Micki (HRD) <micki.callahan@sfgov.org>; Howard, Kate (HRD) <kate.howard@sfgov.org>; Biasbas, Anna (HRD) <anna.biasbas@sfgov.org>
Subject: RE: Thank You!

Thank you again Commissioners. Apologies for the delay but we wanted to be very thorough with respect to your request, working with our partners at the Department of Human Resources.

Thank you again Director Callahan, Kate and Anna.

Commissioners, Anna Biasbas, DHR Director of Employment Services, was able to work with her Team to provide the following response (thank you once again):

Year Applied	Received Vet Points (Regular or Disabled)	Received Disabled Vet Points	Total Who Received Vet Points and Were Hired	Total Who Were Hired and Had Received Disabled Vet Points	Total Number of Applicants for Permanent Recruitment
2017	253	55	56	12	65,623
2018	255	66	35	8	73,936

Please let us know if you would like further background and context, or any follow up questions you may have. We look forward to our continued work together on the items that we discussed at the Veterans' Summit.

Josh

From: David Chasteen [redacted]
Sent: Wednesday, June 12, 2019 10:53 PM

EXHIBIT E

Sprint LTE 4:21 PM 55%



Tyronne Jue
Tap here for settings

WED, MAY 22

Did you talk to Ed Reiskin about LCFS? Want to confirm before sending out memo.
MAY 22 5:27 PM

No, a bunch of other stuff. Sorry
MAY 22 5:42 PM

No worries. I can hold off on sending the memo until tomorrow. If you can confirm that you generally approve I can move the item forward with Ed/ Harlan.
MAY 22 5:46 PM

I approve
MAY 22 5:46 PM

Ok. Thanks.
MAY 22 5:49 PM

FRI, JUN 14

New Message

EXHIBIT F

Subject: California Public Records Act Request: Custodian of Records Working Group - Immediate Discl... Email

Dear Office of the Mayor ,

This is a new Immediate Disclosure Request under the San Francisco Sunshine Ordinance, made before start of business August 22, 2019.

** Please redact your responses correctly! This is a public mailbox, and all of your responses (including emails, attachments, file shares, and the disclosed records) may be automatically and instantly available to the general public on the MuckRock.com service used to issue this request (though I am not a MuckRock representative). Once you send them to us, there's no going back. **

The audio record of the August 7 SOTF meeting appears to reference a "Custodian of Records Working Group" (aka "Custodian Working Group", called the "Group" below) of public employees attempting to, among other things, lobby (in a colloquial sense), via a letter, the SOTF to impose certain suggestions or restrictions on the behavior of the public. Perhaps my impression is incorrect; I would like to know more.

I request under the San Francisco Sunshine Ordinance (Ordinance) and the California Public Records Act (CPRA):

1. IMMEDIATE DISCLOSURE REQUEST: all agendas (draft or final) of meetings of the Group
2. IMMEDIATE DISCLOSURE REQUEST: all minutes (draft or final) of meetings of the Group
3. IMMEDIATE DISCLOSURE REQUEST: all listings of the membership/roster of the Group
4. regular request: all supporting documentation used at meetings of the Group
5. IMMEDIATE DISCLOSURE REQUEST: all records showing any budget allocations or other financial support given to the Group
6. regular request: all records that would demonstrate the public monies being used to support the activities of the Group (including showing the time spent by public employees performing Group work, for example calendar/schedule items showing when the meetings took place and who attended). Ms. Blackman said [in the Aug 7 SOTF audio record] that the signers spent "quite a lot of time" was spent writing this letter. Provide all records showing what public employee work time was spent writing this letter.
7. IMMEDIATE DISCLOSURE REQUEST: all records related to the attempt to lobby the Sunshine Ordinance Task Force to change their rules or procedures, including but not limited to the letter discussed at the SOTF Aug 7 meeting. Including a copy of the letter and all drafts or other versions of this letter.
8. regular request: all correspondence between your Compliance Officer and/or Custodian of Records and/or Public Records Manager and the Group as an entity
9. regular request: all correspondence between your Compliance Officer and/or Custodian of Records and/or Public Records Manager and any of { David Steinberg, Sue Blackman, Hank Heckel, Caroline Celaya, Marianne Mazzucco-Thompson } since Jan. 1, 2019.
10. regular request: Ms. Celaya stated [in the Aug 7 SOTF audio record] that certain best practices have been generated. Provide all policies/best practices written by the Group.

We remind you of your obligations to provide electronic records in any format we request them in, as long as either you hold them in that format, the format is available to you, or the format is easy to generate (Admin Code 67.21(l)). Therefore, calendars exported in the .ics, iCalendar, or vCard formats ("A") and emails exported in the .eml or .msg formats ("B") with all non-exempt headers, metadata, attachments, etc. are our desired formats. Such formats are easily exportable from Google Calendar/Gmail, Microsoft Outlook, Microsoft Exchange or other common calendaring/email systems. However, if you choose to convert electronic calendar items, for

example, to PDF or printed format, to easily redact them, you must ensure that you have preserved the full content of the original calendar item record (as specified in requests 1 and 2), which contains many detailed headers beyond the ones generally printed out. If you provide PDFs or printed items with only a few of the headers or lacking attachments/images, and therefore withhold the other headers/attachments without justification, you may be in violation of SF Admin Code 67.21, 67.26, 67.27, Govt Code 6253(a), 6253.9, and/or 6255, and we may challenge your decision. We *do not* waive the requirement of 67.21(l) discussed above, and are merely instructing you to preserve information even if you provide to us the undesirable PDF format.

For word processing documents, either .docx or .pdf formats are fine. For physical items, scanning to PDF format is acceptable.

For this request, we are asking for a City of San Jose v Superior Court (2017) search be performed of the Compliance Officer/Custodian of Records/Public Records Manager and all other members of your department's staff who are a member of or have ever attended the Group, such that each such employee either provide all records responsive to this request present on their personal accounts/devices/property (solely to the extent the record or portion thereof relates to the public's business), or provide a declaration/affidavit that no such records exist. All such affidavits/declarations are also requested as responsive records to this request. Please handle the government account record search as an immediate disclosure search, and the personal search under regular timelines.

Please provide only those copies of records available without any fees. If you determine certain records would require fees, please instead provide the required notice of which of those records are available and non-exempt for inspection in-person if we so choose.

I look forward to your immediate disclosure.

Sincerely,
Anonymous

EXHIBIT G

From: Office of the Mayor 08/23/2019

Subject: Request re Custodians Working Group

Email

Dear Anonymous,

This is in response to your request below received by the Office of the Mayor on August 22, 2019. Please see attached responsive records located in the Office of the Mayor responsive to items 1 and 2. Please note that we have not located records responsive to items 3, 5 or 7.
The responsive information attached has been provided in a PDF format for its ease of transferability and accessibility, consistent with Cal. Gov. Code 6253.9(a)(1). Metadata from any native format has not been provided to avoid risks to the security and integrity of the original record as well as the city's data and information technology systems and to avoid the release of exempt confidential or privileged information. See Cal. Gov. Code 6253.9 (f) and 6254.19. The PDF format ensures the security and integrity of the original record as well as the security and integrity of the city's data and information technology systems.

Regards,

Hank Heckel
Compliance Officer
Office of Mayor London N. Breed
City and County of San Francisco
(415) 554-4796

EXHIBIT H

Heckel, Hank (MYR)

From: Steinberg, David (DPW)
Sent: Wednesday, April 10, 2019 12:06 PM
To: Kilshaw, Rachael (POL); Blackman, Sue (LIB); Patterson, Kate (ART); Valdez, Anthony (ENV); Miree, David (HRC); Ah Nin, Derek (ASR); Christensen, Diana (ADM); Gavin, John (ECN); Wiggins, Matthew (CON); Madjus, Lily (DBI); Strawn, William (DBI); Zamora, Francis (DEM); Jones, Lauren (TIS); Martin, Renee (PRT); Pawlowsky, Eric (REC); Patel, Nikesh (DAT); GUZMAN, ANDREA (CAT); Repola, Linda (ADM); Gard, Susan (HRD); Flannery, Eugene (MYR); Peters, Michelle (PUC); McClain, Thomas (ETH); Buckley, Theresa (TTX); Chu, Lucy (FIR); Ionin, Jonas (CPC); Boomer, Roberta (MTA); Barnes, Bill (ADM); Tucker, John (FIR); Rudakov, Vladimir (HSA); Pang, Ken (HSA); Lin-Wilson, Tiffany (REC); Heckel, Hank (MYR); Woo, Gloria (MYR); Armanino, Darlene (RET); Ng, Wilson (BOS); mpowers@famsf.org; Patino, Andres-Lopez (REC)
Subject: Custodians of Record meeting

Hi all,

We had tentatively settled on April for our next quarterly meeting, but things have gotten delays. There are a number of issues that I think we should discuss and possibly weigh in on before the Sunshine Ordinance Task Force. Among them:

- The SOTF hasn't responded to the December letter signed by a number of custodians.
- The SOTF has recently expressed the opinion that custodians should not be redacting personally identifiable information from records released to the public. A committee hearing was supposed to further explore this issue.
- Plans to expand NextRequest to additional departments.
- DT has expressed an interested in hosting a demo about archiving social media activity.

Are there other issues that we should discuss, and is anyone able to host a meeting? (Disclosure: I'll be very busy until the first full week of May, after Public Works Week.)

Thanks,

David A. Steinberg
Custodian of Records & Executive Assistant to the Director
San Francisco Public Works | City and County of San Francisco
City Hall, Room 348 - 1 Dr. Carlton B. Goodlett Pl. | San Francisco, CA 94102 | (415) 554-6950
sfpublicworks.org · twitter.com/sfpublicworks

For public records requests, please go to sfpublicworks.org/records.

Heckel, Hank (MYR)

From: Steinberg, David (DPW)
Sent: Tuesday, November 13, 2018 10:36 AM
To: Steinberg, David (DPW); Doug Yakel (AIR); Vien, Veronica (DPH); Yim, Tiffany (DPH); Silva, Christine (CPC); Quezada, Randolph (HOM); Celaya, Caroline (MTA); Kilshaw, Rachael (POL); Blackman, Sue (LIB); Patterson, Kate (ART); Valdez, Anthony (ENV); Miree, David (HRC); Ah Nin, Derek (ASR); Christensen, Diana (ADM); Gavin, John (ECN); Wiggins, Matthew (CON); Strawn, William (DBI); Zamora, Francis (DEM); Jones, Lauren (TIS); Martin, Renee (PRT); Pawlowsky, Eric (REC); Patel, Nikesh (DAT); GUZMAN, ANDREA (CAT); Repola, Linda (ADM); Gard, Susan (HRD); Flannery, Eugene (MYR); Peters, Michelle (PUC); McClain, Thomas (ETH); Buckley, Theresa (TTX); Chu, Lucy (FIR); CPC-RecordRequest; Son, Chanbory (CPC); Ionin, Jonas (CPC); Boomer, Roberta (MTA); Jacobson, Caitlin (ADM); Barnes, Bill (ADM); Tucker, John (FIR); Rudakov, Vladimir (HSA); Pang, Ken (HSA); Lin-Wilson, Tiffany (REC); Heckel, Hank (MYR); Armanino, Darlene (RET); Ng, Wilson (BOS)
Subject: Update on Custodians letter to Sunshine Ordinance Task Force
Attachments: Sunshine Working Group Letter_10-24-18.docx

Dear Custodians,

Thanks to everyone who has agreed to sign the letter that has been drafted by the Custodians of Record Working Group. A quick update:

- So far, representatives from 11 departments have agreed to sign the letter, including most recently the **Mayor's Office** and the **Office of the City Administrator.**
- Several people said they want to sign but haven't yet received an OK from a supervisor, so please send me an update.
- My goal would be to send this letter by the end of this week so it arrives before the Thanksgiving holiday and before the next task force meeting.
- If you know of other custodians who are not on our mailing list, please forward their contact information to me so I can loop them in.
- The plan we discussed was to include the names and departments of everyone signing the letter, with copies to the unions representing those individuals. I will confirm with every "Yes" to verify how you want your name to be listed and to find out which union should be copied.

Please let me know if anyone has additional questions or comments. I'm attaching the "final" version of the letter that has been approved. Don't forget, we also are looking for a host for our next meeting, which should be in December.

Regards,

David A. Steinberg
Custodian of Records & Executive Assistant to the Director
San Francisco Public Works | City and County of San Francisco
City Hall, Room 348 - 1 Dr. Carlton B. Goodlett Pl. | San Francisco, CA 94102 | (415) 554-6950
sfpublicworks.org · twitter.com/sfpublicworks

For public records requests, please go to sfpublicworks.org/records.

DATE

Members of the Sunshine Ordinance Task Force
1 Dr. Carlton B. Goodlett Place
City Hall Room 244
San Francisco, CA 94102

Dear Honorable Members of the Sunshine Ordinance Task Force:

We are writing to let you know that since fall 2017, City and County of San Francisco (City) employees who serve as Custodians of Records for their respective agencies have been meeting to share best practices in responding to Sunshine requests.

The Custodians of Record Working Group is committed to open and transparent government, and to providing the best possible customer service to all members of the public. We meet quarterly to: share promising practices; discuss ways we can improve the customer experience; collectively work through issues we face in our roles; and ensure consistency throughout all City departments in how we comply with the Sunshine Ordinance.

Our group recognizes the important role the Sunshine Ordinance Task Force plays with regard to ensuring compliance, and appreciates the work of the Task Force. In the spirit of partnering to ensure that good work can continue, as a group, we would like ~~are compelled~~ to communicate that several members have raised concerns about disturbing behavior from the public during the hearings. These behaviors include: being heckled during testimony; being videotaped at uncomfortably close proximity; having objects thrown during testimony; name-calling; and being the recipients of angry, demeaning, and sometimes threatening comments and gestures.

We feel that s~~S~~uch behaviors are abusive and stressful, and create a very uncomfortable environment. If we engaged in these behaviors as City employees we would be in violation of the City's "Policy Regarding the Treatment of Co-Workers and Members of the Public," which states:

> *City policy requires employees to treat co-workers and members of the public with courtesy and respect. City employees and managers are responsible for maintaining a safe and productive workplace which is free from inappropriate workplace behavior.*

The City's "Policy Prohibiting Employee Violence in the Workplace" also states:

> *Violence includes any conduct, verbal or physical, which causes another to reasonably fear for his or her own personal safety or that of his or her family, friends, associates, or property.*

We respectfully request ~~that~~ the Task Force consider ways to better ~~do more to~~ enforce order and establish a professional and collegial tone during its hearings.

We can point to several policy bodies as good examples of setting an expectation of decorum at their meetings. For example, the Ethics Commission includes the following language on every agenda:

> *The Ethics Commission encourages and promotes integrity in government by education and example and is committed to treating all staff, members of the public, and colleagues with courtesy, respect, objectivity and fairness. Ethics Commission By-Laws Article XI Sec. 1. Members of the public who attend commission meetings are also expected to behave responsibly and respectfully. Persons who engage in name-calling, shouting, interruption, or other distracting behavior may be asked to leave. The following behaviors or activities are strictly prohibited inside the hearing room: applause or vocal expression of support or opposition; eating or drinking; signs regardless of content or message; profanity; physical aggression. The prohibition on signs does ~~to~~ not apply to clothing, which includes signage pinned to clothing, messages displayed on clothing, pins, hats, or buttons. If the Chair is unable to obtain voluntary compliance, he may seek assistance from the sheriff's Deputy on call. This provision supplements the rules and policies adopted by City Hall, the Sheriff's Office, or the Board of Supervisors related to decorum, prohibited conduct or activities, noise, etc. and is not meant to be exhaustive.*

We hope the Task Force will adopt a similar policy, and ask that this policy be read aloud at SOTF hearings.

Thank you in advance for giving our feedback consideration. Again, we have great respect for the important function of the Task Force and would be happy to meet with the SOTF Chair and Vice Chair to further discuss our concerns.

We look forward to working with you and to ensuring an open and transparent government for all.

Sincerely,

Name, department
Name, department

cc: Mayor London Breed; Board of Supervisors President Malia Cohen; Supervisors Sandra Lee Fewer, Catherine Stefani, Aaron Peskin, Katy Tang, Vallie Brown, Jane Kim, Norman Yee, Rafael Mandelman, Hillary Ronen and Asha Safai

Heckel, Hank (MYR)

From: Steinberg, David (DPW)
Sent: Friday, April 26, 2019 10:49 AM
To: Steinberg, David (DPW); Doug Yakel (AIR); Vien, Veronica (DPH); Yim, Tiffany (DPH); Silva, Christine (CPC); Celaya, Caroline (MTA); Kilshaw, Rachael (POL); Blackman, Sue (LIB); Patterson, Kate (ART); Valdez, Anthony (ENV); Miree, David (HRC); Ah Nin, Derek (ASR); Christensen, Diana (ADM); Gavin, John (ECN); Wiggins, Matthew (CON); Madjus, Lily (DBI); Strawn, William (DBI); Zamora, Francis (DEM); Jones, Lauren (TIS); Martin, Renee (PRT); Pawlowsky, Eric (REC); Patel, Nikesh (DAT); GUZMAN, ANDREA (CAT); Repola, Linda (ADM); Gard, Susan (HRD); Flannery, Eugene (MYR); Peters, Michelle (PUC); McClain, Thomas (ETH); Buckley, Theresa (TTX); Chu, Lucy (FIR); Ionin, Jonas (CPC); Boomer, Roberta (MTA); Barnes, Bill (ADM); Tucker, John (FIR); Rudakov, Vladimir (HSA); Pang, Ken (HSA); Lin-Wilson, Tiffany (REC); Heckel, Hank (MYR); Armanino, Darlene (RET); Ng, Wilson (BOS); mpowers@famsf.org; Patino, Andres-Lopez (REC); Woo, Gloria (MYR)
Subject: Next Custodians meeting + SOTF response to letter

Hi all,

Was anyone aware that the SOTF Rules Committee met March 26 and discussed the letter that many of us sent regarding decorum and conduct at meetings? A draft code of conduct is being worked on and will be referred to the full task force. More info here: https://sfgov.org/sunshine/sites/default/files/rules_032619_minutes.pdf. I know Bill Barnes was going to reach out to the SOTF administrator, so maybe we can get more information and we can discuss this at our May meeting.

Regards,

David A. Steinberg
Custodian of Records & Executive Assistant to the Director
San Francisco Public Works | City and County of San Francisco
City Hall, Room 348 - 1 Dr. Carlton B. Goodlett Pl. | San Francisco, CA 94102 | (415) 554-6950
sfpublicworks.org · twitter.com/sfpublicworks

For public records requests, please go to sfpublicworks.org/records.

Heckel, Hank (MYR)

From: Steinberg, David (DPW)
Sent: Tuesday, May 14, 2019 9:57 AM
To: Steinberg, David (DPW); Doug Yakel (AIR); Vien, Veronica (DPH); Yim, Tiffany (DPH); Silva, Christine (CPC); Celaya, Caroline (MTA); Kilshaw, Rachael (POL); Blackman, Sue (LIB); Patterson, Kate (ART); Valdez, Anthony (ENV); Miree, David (HRC); Ah Nin, Derek (ASR); Christensen, Diana (ADM); Gavin, John (ECN); Madjus, Lily (DBI); Strawn, William (DBI); Zamora, Francis (DEM); Jones, Lauren (TIS); Martin, Renee (PRT); Pawlowsky, Eric (REC); Patel, Nikesh (DAT); GUZMAN, ANDREA (CAT); Repola, Linda (ADM); Gard, Susan (HRD); Flannery, Eugene (MYR); Peters, Michelle (PUC); McClain, Thomas (ETH); Buckley, Theresa (TTX); Chu, Lucy (FIR); Ionin, Jonas (CPC); Boomer, Roberta (MTA); Barnes, Bill (ADM); Tucker, John (FIR); Rudakov, Vladimir (HSA); Pang, Ken (HSA); Lin-Wilson, Tiffany (REC); Heckel, Hank (MYR); Armanino, Darlene (RET); Ng, Wilson (BOS); mpowers@famsf.org; Patino, Andres-Lopez (REC); Woo, Gloria (MYR)
Subject: Custodians meeting today

Hi all,

Looking forward to seeing everyone and having a productive discussion. One thing I'd like to add to the agenda if there's time is related to records retention and email. Our department is considering instituting some sort of automatic deletion policy and I'd like to know what experience others may have with this idea.

Thanks,

David A. Steinberg
Custodian of Records & Executive Assistant to the Director
San Francisco Public Works | City and County of San Francisco
City Hall, Room 348 - 1 Dr. Carlton B. Goodlett Pl. | San Francisco, CA 94102 | (415) 554-6950
sfpublicworks.org · twitter.com/sfpublicworks

For public records requests, please go to sfpublicworks.org/records.

Heckel, Hank (MYR)

From: Steinberg, David (DPW)
Sent: Tuesday, July 23, 2019 11:59 AM
To: Steinberg, David (DPW); Vien, Veronica (DPH); Yim, Tiffany (DPH); Silva, Christine (CPC); HSHSunshine; Celaya, Caroline (MTA); Kilshaw, Rachael (POL); Blackman, Sue (LIB); Patterson, Kate (ART); Valdez, Anthony (ENV); Miree, David (HRC); Ah Nin, Derek (ASR); Alberto, Justine Eileen (ADM); Gavin, John (ECN); Torre, Rosanne (CON); Madjus, Lily (DBI); Strawn, William (DBI); Zamora, Francis (DEM); Jones, Lauren (TIS); Quezada, Randolph (PRT); Pawlowsky, Eric (REC); Patel, Nikesh (DAT); Guzman, Andrea (CAT); Repola, Linda (ADM); Gard, Susan (HRD); Flannery, Eugene (MYR); Peters, Michelle (PUC); McClain, Thomas (ETH); Buckley, Theresa (TTX); Chu, Lucy (FIR); Ionin, Jonas (CPC); Boomer, Roberta (MTA); Barnes, Bill (ADM); Tucker, John (FIR); Rudakov, Vladimir (HSA); Pang, Ken (HSA); Lin-Wilson, Tiffany (REC); Heckel, Hank (MYR); Ng, Wilson (BOS); mpowers@famsf.org; Armanino, Darlene (RET); Woo, Gloria (MYR); Thompson, Marianne (ECN); Doug Yakel (AIR); Patino, Andres-Lopez (REC)
Subject: SOTF & Custodians letter

Hi all,

In case you didn't listen to last week's task force audio, the issue of the letter signed by many custodians requesting a code of conduct for SOTF meetings was discussed. It starts with a report by the Rules Committee, which decided there wasn't a need for a code of conduct. The discussion that followed was interesting and the bottom line is that the task force will be inviting the custodians to attend the Aug. 7 SOTF meeting to discuss the issue.

Some interesting take-aways:

- Chairman Wolfe noted that the letter from the custodians has some gravity because of the number of signatures.
- He also pointed out that some staff (he specifically mentioned Kate's colleague from the Arts Commission) refuse to attend hearings because they feel attacked and disparaged.
- He opined that if the task force doesn't allow the custodians to speak about the issue, the task force would likely be hearing from our unions next.
- Another member pointed out that if they don't let the custodians come in and present, they would be reinforcing the bias that people feel exists.

You can listen starting at about 5:31: http://sanfrancisco.granicus.com/MediaPlayer.php?view_id=95&clip_id=33669.

David A. Steinberg
Custodian of Records & Executive Assistant to the Director
San Francisco Public Works | City and County of San Francisco
City Hall, Room 348 - 1 Dr. Carlton B. Goodlett Pl. | San Francisco, CA 94102 | (415) 554-6950
sfpublicworks.org · twitter.com/sfpublicworks

For public records requests, please go to sfpublicworks.org/records.

Heckel, Hank (MYR)

From: Steinberg, David (DPW)
Sent: Friday, August 09, 2019 12:14 PM
To: Steinberg, David (DPW); Doug Yakel (AIR); Vien, Veronica (DPH); Yim, Tiffany (DPH); Silva, Christine (CPC); HSHSunshine; Celaya, Caroline (MTA); Kilshaw, Rachael (POL); Blackman, Sue (LIB); Patterson, Kate (ART); Valdez, Anthony (ENV); Miree, David (HRC); Ah Nin, Derek (ASR); Alberto, Justine Eileen (ADM); Gavin, John (ECN); Torre, Rosanne (CON); Madjus, Lily (DBI); Strawn, William (DBI); Zamora, Francis (DEM); Jones, Lauren (TIS); Quezada, Randolph (PRT); Pawlowsky, Eric (REC); Patel, Nikesh (DAT); Repola, Linda (ADM); Gard, Susan (HRD); Flannery, Eugene (MYR); Peters, Michelle (PUC); McClain, Thomas (ETH); Buckley, Theresa (TTX); Chu, Lucy (FIR); Ionin, Jonas (CPC); Boomer, Roberta (MTA); Barnes, Bill (ADM); Tucker, John (FIR); Rudakov, Vladimir (HSA); Pang, Ken (HSA); Lin-Wilson, Tiffany (REC); Heckel, Hank (MYR); Armanino, Darlene (RET); Ng, Wilson (BOS); mpowers@famsf.org; Patino, Andres-Lopez (REC); Woo, Gloria (MYR); Thompson, Marianne (ECN)
Subject: Custodians Working Group & SOTF

Hi all,

For those of you who weren't able to attend, the SOTF spent almost an hour discussing the letter that was signed by a number of custodians asking that the Task Force adopt a code of conduct for meetings. Five of us spoke, including one custodian who hadn't even signed the letter. The others who were there can chime in, but I'd say that most members of the Task Force were resistant to adopting any rule that would prohibit personal attacks. The matter was referred back to the Rules Committee, which plans to take the issue up at its September meeting.

Given the sentiments voiced by Task Force members, it would be a good idea to meet before the September Rules meeting to plan our response. Caroline Celaya said the MTA could host our next quarterly meeting in September.

The audio here: https://sfgov.org/sunshine/audio-archive-full-sotf. The discussion about our letter and adopting a code of conduct starts at about 1:13. (The separate report from the Rules Committee chair at 4:53 notes that they intend to hold a September meeting.)

Regards,

David A. Steinberg
Custodian of Records & Executive Assistant to the Director
San Francisco Public Works | City and County of San Francisco
City Hall, Room 348 - 1 Dr. Carlton B. Goodlett Pl. | San Francisco, CA 94102 | (415) 554-6950
sfpublicworks.org · twitter.com/sfpublicworks

For public records requests, please go to sfpublicworks.org/records.

EXHIBIT I

Heckel, Hank (MYR)

To: Lynch, Andy (MYR)
Subject: FW: CPRA Request: Downloaded Phone Applications & Clocked Social Media Accounts

From: Ng, Wilson (BOS) <wilson.l.ng@sfgov.org>
Sent: Thursday, June 20, 2019 8:12 AM
To: Joshua.Slowiczek@nbcuni.com
Subject: RE: CPRA Request: Downloaded Phone Applications & Clocked Social Media Accounts

Dear Josh Slowiczek (NBC Bay Area),

Thank you for your inquiry. On behalf of the Office of the Clerk of the Board, I am confirming receipt of your request.

In response to the first item, our office does not provision departmental cell phones or mobile applications to staff for City business. For inquiry regarding the use of cell phones or mobile applications by other City agencies, we advise that you please contact the San Francisco Department of Technology (DT), as they provide Information Technology support and resources to departments Citywide. DT can be contacted at dtis.helpdesk@sfgov.org. Alternatively, you may submit (redirect) a Public Records Request to DT here.

In response to the second item, our office is not the custodian of record for Mayor London Breed's social media accounts, nor do we have responsive records retained during her term as a member of the Board of Supervisors. Please contact the Office of the Mayor at mayorsunshinerequests@sfgov.org, as they are the custodian of record for records pertaining to Mayor London Breed.

Sincerely,

—
Wilson L. Ng
Records and Project Manager
San Francisco Board of Supervisors

1 Dr. Carlton B. Goodlett Place, Room 244
San Francisco, CA 94102

Phone: (415) 554-7725
Web: www.sfbos.org

Click here to complete a Board of Supervisors Customer Service Satisfaction form

Disclosures: *Personal information that is provided in communications to the Clerk of the Board of Supervisors is subject to disclosure under the California Public Records Act and the San Francisco Sunshine Ordinance. Personal information provided will not be redacted. Members of the public are not required to provide personal identifying information when they communicate with the Board of Supervisors and its committees. All written or oral communications that members of the public submit to the Clerk's Office regarding pending legislation or hearings will be made available to all members of the public for inspection and copying. The Clerk's Office does not redact any information from these submissions. This means that personal information—including names, phone numbers, addresses and similar information that a member of the public elects to submit to the Board and its committees—may appear on the Board of Supervisors website or in other public documents that members of the public may inspect or copy.*

From:	Kittler, Sophia (MYR)
To:	Cretan, Jeff (MYR)
Subject:	FW: Mental Health Reform in San Francisco
Date:	Tuesday, June 18, 2019 12:32:13 PM
Attachments:	MentalHealthSF_Letter to Board_06182019.pdf

From: Kittler, Sophia (MYR)
Sent: Tuesday, June 18, 2019 11:46 AM
To: BOS-Supervisors <bos-supervisors@sfgov.org>
Cc: BOS-Legislative Aides <bos-legislative_aides@sfgov.org>
Subject: Mental Health Reform in San Francisco

Dear Supervisors,
Please see the attached letter from Mayor Breed regarding her position on Mental Health SF Ballot measure, and her work to reform mental health delivery in San Francisco.

Please do not hesitate to reach out if you have any questions.

Sophia Kittler
Mayor's Liaison to the Board of Supervisors
Office of Mayor London N. Breed
(415) 554 6153

Heckel, Hank (MYR)

From: Pereira.Tully, Marisa (MYR)
Sent: Monday, July 01, 2019 4:20 PM
To: Kittler, Sophia (MYR); Kirkpatrick, Kelly (MYR)
Cc: Busch, Laura (MYR); Patil, Lillian (MYR)
Subject: FW: Working Families Credit
Attachments: Fwd: WFC Proposal from Supervisor Brown

Hey Soph and Kelly,

Is the email from Shakirah (attached), the final programmatic guidance we should convey to HSA? With the notable changes of: 1) in HSA, 2) just change for families while studying single adults?

My draft responses in green below based on this info. Please amend as needed!

Thanks!

From: Gibbs, Emily (HSA) <emily.gibbs@sfgov.org>
Sent: Monday, July 01, 2019 4:05 PM
To: Pereira.Tully, Marisa (MYR) <marisa.pereira.tully@sfgov.org>; Busch, Laura (MYR) <laura.busch@sfgov.org>; Patil, Lillian (MYR) <lillian.patil@sfgov.org>
Cc: Chan, Justin (HSA) <Justin.Chan@sfgov.org>
Subject: Working Families Credit

Hi Marisa, Laura, and Lilian –

Wondering if any of the three of you have more detail on the thinking behind the Working Families credit expansion in the ERAF reallocation plan. Noelle has heard, via Trent via your office, that we would use the funds to: 1) do away with the once-in-a-lifetime cap on receipt of the credit and 2) also increase the amount from $250 to $500. [redacted]

Specifically, we were wondering:

1) Given how ERAF funds are being handled, is this all intended to be spent in FY19-20 if possible? [redacted]
2) How much flexibility do we have around implementation of the expansion? We weren't sure how much thinking there was about our ability to actually achieve both #1 and #2 within the $2.5 M allotment or whether there is an expectation we will adjust on our end to make it fit. [redacted]

Staff happen to have a meeting tomorrow (Tuesday) scheduled on the WFC, so if you have ready answers, we'd love them. Happy to chat by phone if it's easier.

Thanks,

Emily

Emily Gerth Gibbs
Budget Director
Human Services Agency

4:18

Kanishka Karunaratne

Monday, Jul 1 • 11:45 AM



Any update on Ruby? Should we just submit her?

No update. I think you should submit. Courtney said she didn't think Ruby had reached out tho, so maybe confirm that first

Monday, Jul 1 • 1:30 PM

She had emailed his personal email last week



But she just emailed Courtney and cc'd me

Cool

Philhour, Marjan (MYR)

From: Lee, Mason (MYR)
Sent: Monday, July 01, 2019 11:59 AM
To: Lee, Mason (MYR)
Subject: Chinese Media Press Clips - Saturday, June 29, 2019 to Monday, July 01, 2019

Chinese Media Press Clips
Saturday, June 29, 2019

World Journal

Mayor is determined to investigate abuse cases at Laguna Honda Hospital

600 Chinese community members held campaign event in support of London Breed!

Gold scam in San Francisco as one victim lost $70,000

Singtao

700 attendees praised Xian Dumpling Festival

The whole city participates in Xian Dumpling Festival

San Francisco Police Department warn the Chinese community of the Gold Scam

Laguna Honda Hospital's scandal on patient abuse

KTSF

San Francisco property tax revenue reached $271.0 billion, a 35% growth comparing with 3 years ago

Antique gold scam occurred in San Francisco

Abuse cases at Laguna Honda Hospital

Skylink TV – N/A

China Press

San Francisco Police plans traffic safety enforcement

San Francisco holds inaugural Pride Golf Tournament

Philhour, Marjan (MYR)

Subject:	Canceled: Weekly Scheduling Meeting
Location:	City Hall, Room 200, Sean's Office
Start:	Thu 7/11/2019 9:30 AM
End:	Thu 7/11/2019 10:00 AM
Show Time As:	Free
Recurrence:	Weekly
Recurrence Pattern:	every Thursday from 9:30 AM to 10:00 AM
Meeting Status:	Not yet responded
Organizer:	Elsbernd, Sean (MYR)
Required Attendees:	Cretan, Jeff (MYR); Philhour, Marjan (MYR); Bruss, Andrea (MYR); Mullan, Andrew (MYR); Sun, Selina (MYR)
Optional Attendees:	MYR_Purge_andrew.mullan_06052019
Importance:	High

Sean will be out of the office.

76434-70600365@requests.muckrock.com (Anonymous requestor)
Please use email only. I am an anonymous user of MuckRock.com, not a MuckRock representative.

Supervisor of Records
City Hall, Room 234
1 Dr. Carlton B. Goodlett Pl.
San Francisco CA 94102
supervisor.records@SFCITYATTY.ORG
sent via email to Supervisor of Records

Your ref.	Our ref.	Date
SOTF 19091	#76434, 79193	2019-09-10

RE: SF Sunshine Ordinance petition against Office of Mayor, ref 19091/76434/79193

To the Supervisor of Records of the City and County of San Francisco:

NOTE: Every response you send or provide (including all responsive records) may be automatically and immediately visible to the general public on the MuckRock.com web service used to issue this request. (I am not a representative of MuckRock)

This is a new petition under SF Admin Code (SFAC) 67.21(d) for a written determination that records are public, regarding two sets of CPRA/Sunshine Ordinance requests made of the Mayor's Office starting July 2 and August 22. You may reference my related petition of August 26 to which you replied[1] on Sept 5, but, where relevant, those requests are explicitly made below in the context of this specific petition. Your Sept. 5 response appeared to:

- (a) implicitly deny the primary concern based on your prior responses to other petitions,
- (b) (c) dismiss two of the issues I raised as outside of your jurisdiction, and
- (d) ask me to wait for specific justifications for redactions from the Mayor.

After that, there have been numerous back and forth between your office and me, but in order to make it very clear what I want you to determine is public, I have written this petition more formally. The Mayor has not yet provided the specific justifications of (d), but the petition below is not about that part.

I have numbered the determinations that I request #1 through #14 and they are set off from the text for your convenience. I ask that you carefully consider whether *any part* of the records so far withheld from us are public. There is no mootness provision in the Sunshine Ordinance: "The supervisor of records *shall inform* the petitioner, as soon as possible and within 10 days, of its determination whether the record requested, or any part of the record requested, is public." (SFAC 67.21(d), emphasis mine). Even if the Mayor's Office supplements its responses after Sept. 10, I would still like, and believe I am owed under

[1] https://cdn.muckrock.com/foia_files/2019/09/05/2019-09-05_Response_to_Muckrock.pdf

the law, this written determination. You are historically very clear when you deny my petitions, and I am hoping you are equally clear when you grant my petitions, even in part, when you determine that any part of a record is public.

Furthermore, if you determine that any records or parts thereof are public, you have a non-discretionary duty to immediately order their disclosure.[2] I do not wish to negotiate further with the Office of Mayor - please issue all appropriate orders, and provide me a copy along with the written determination. Of course, if by the time the petition is responded to, you have encouraged the Mayor to turn over supplemental disclosures, perhaps no order will be necessary. However, any purported mootness of an *order* does not also allow you to not provide your *written determination.*

Note that (in addition to the numerous other remedies available to me under SFAC 67.21(e), 67.35(a), and the CPRA) SFAC 67.35(d) also allows me to institute court proceedings "if enforcement action is not taken by a city or state official 40 days after a complaint is filed" and I believe the Supervisor of Records' failure to provide all appropriate written determinations and orders required by the Sunshine Ordinance would be such a lack of enforcement action.

Your duty to grant, even in part, petitions is crucial to your role as impartial Supervisor of Records; the next time the public wants this same class of records or part of records they should be able to avoid the months long appeals process and point to your prior determinations, which thus can help build some "case law" in these matters.

All references to "Exhibits" below means the Exhibits PDF attached to the enclosing email.

Note that the Exhibits contain a small fraction of the disclosed records in this case, and while I illustrate examples from that sample, the requested determination apply to the entire universe of responsive records which I'm sure the Mayor can turn over to you.

Public records on personal accounts; City of San Jose v Superior Court (2017)

It does not appear that records on personal accounts/devices (responsive to each of our requests in Exhibit A, parts 1D, 1E, 2G, 2H, 2I, 2J, 2K, and 2L) were disclosed. These records are plainly public under City of San Jose v Superior Court (2017). However, the Office of Mayor did not affirmatively deny the existence of such records (SFAC 67.21(c)) or indicate no responsive records existed (Gov Code 6253(c)) for each of those requests. I ask that you:

> *1. Determine that all records re: the public's business on personal accounts and devices responsive to the requests in Exhibit A, parts 1D, 1E, 2G, 2H, 2I, 2J, 2K, and 2L, are public records and that Office of Mayor must conduct the search and affirmatively deny the existence of any such records or provide those that do exist*

City employee e-mail addresses/identifiers improperly withheld

On Exhibits pp. 26, 35, 36, 46, 49–52, and many others, the email addresses or other identifiers in the From/To/Cc are withheld, only the names are given. They are not redacted visibly; they were excluded when the records were voluntarily converted by the Office of Mayor to this format. The refusal to use a particular native format does not also justify the withholding of a portion of the record not otherwise exempt. This is the case with most withholdings discussed in this petition below as well. The actual native

[2] "Upon the determination by the supervisor of records that the record is public, the supervisor of records *shall immediately order* the custodian of the public record to comply with the person's request." (SFAC 67.21(d), emphasis mine)

entries and/or metadata would indicate this address information. While you may be familiar with e-mail addresses, sometimes emails sent within an organization do not actually use traditional e-mail addresses in the From/To/etc. and use identifiers variously from or known as Active Directory, Microsoft Exchange, LDAP/X.500 identifiers. Your IT department should be able to inform you about these.

No exemption justified the withholding of this part of the record, and Office of Mayor did not justify it in their list of justifications. City employee e-mail addresses or identifiers are not information security records. Therefore, please:

2. Determine that all To/From/Cc city employee e-mail address/identifier information in all emails are public parts of records.
3. Determine that all Bcc city employee names *and e-mail address/identifier information in all emails are public parts of records.*

Hyperlinks improperly withheld

On Exhibits pp. 26 ("Outlook for iOS"), 54 ("here"), 58 (most of the content), and others, one or more hyperlink URLs is withheld. The actual native messages and/or metadata (in this case the underlying HTML source which is in the e-mail body) would indicate this URL information. Even properly using text PDFs would have preserved this information; printing out an email and scanning it back in explicitly destroys this information. No exemption justified the withholding of this part of the record, and Office of Mayor did not justify it in their list of justifications. URLs are not information security records. Therefore, please:

4. Determine that all hyperlink URLs in all emails are public parts of records.
5. Determine that the HTML content in all emails are public parts of records.

Images improperly withheld

On Exhibits pp. 17, 18, 20, 21, 22, 23, and 25, and others, the inline images were improperly withheld. The actual native messages and/or metadata would include the inline images. No exemption justified the withholding of this part of the record, and Office of Mayor did not justify it in their list of justifications. Images are not information security records. Therefore, please:

6. Determine that all images in all emails are public parts of records.

Attachments improperly withheld

On Exhibits p. 55 and others, attached files were improperly withheld. The actual native messages and/or metadata would include the attached files. No exemption justified the withholding of this part of the record, and Office of Mayor did not justify it in their list of justifications. Attachments are not information security records. Therefore, please:

7. Determine that all attachments in all emails are public parts of records.

Color and formatting improperly withheld

On Exhibits p. 56 and others, the formatting choices of public employees in writing the email were improperly withheld. Note on pg. 56, the author explicitly states that her draft responses are in green. However by printing the emails to black and white and scanning we are deprived of this information. The actual native messages and/or metadata would include the formatting. No exemption justified the withholding

of this part of the record, and Office of Mayor did not justify it in their list of justifications. Color and formatting are not information security records. Therefore, please:

8. Determine that all color and formatting in in all emails are public parts of records.

Timestamp metadata improperly withheld

On Exhibits p. 59 and others, the "Sent" date is improperly withheld. The actual native entries and/or metadata would indicate this timestamp information. No exemption justified the withholding of this part of the record, and Office of Mayor did not justify it in their list of justifications. Timestamps are not information security records. Therefore, please:

9. Determine that the timestamp/date information in all emails are public parts of records.

Portions of chat/text messages improperly withheld

On Exhibits pp. 57, the beginning of the text/chat message was improperly withheld. It is clear that some record exists scrolled off the top of the screen. No exemption justified the withholding of this part of the record, and Office of Mayor did not justify it in their list of justifications. These parts of messages are not information security records. Therefore, please:

10. Determine that all partially provided chat/text messages are public parts of records.

Misc. headers improperly withheld

I understand you may object to *some* of the following headers based on security concerns, however, all others must be disclosed as a public part of a record.

I understand your office has done extensive research with your IT staff regarding the concerns on releasing metadata for our prior petitions.[3]

I would like an on-the-record determination for each item in #12 below; however if #12 takes longer than 10 days, please answer the rest of this petition in a timely manner. Therefore, please:

11. Determine that the names of all e-mail headers are public parts of records.[4]

12. Determine that the values or some part of the values of each e-mail header below are public parts of records (you may find some or all of them are public, independently; your IT department

[3] In fact Mr. Coté argued as such on behalf of your office in your reply to SOTF Complaint 19089 explaining why your responses to petitions in SOTF 19044 and 19047 took so long. "In some situations, a request may be unusually complex, in terms of legal issues or factual issues or both, or may require the requester or the responding department to follow up in order to make the issue or issues ripe for determination. This was just such a case. Evaluating whether disclosure of metadata could result in a security risk is a highly technical and specialized effort. To the best of our knowledge, this is the first time that the Mayor's Office has ever received a request that raised these specific issues, and also the first time that the Supervisor of Records has received a petition dealing with these specific issues. Understandably, it has taken time for both the Mayor's Office and the Supervisor of Records to evaluate the request and security risks. Rather than respond at the 10-day mark with *incomplete information and poorly informed analysis*, the Supervisor of Records wrote to the requester on May 21, 2019 (within 10 days of receipt of the petition) to confirm that the petition was received and under review. The Supervisor of Records also sent the requester status updates on June 7, July 1, and July 24. After completing a thorough review of the petition and underlying requests and responses related to the petition, the Supervisor of Records issued its final determination on August 26, 2019." (emphasis mine). Your office, presumably, now has complete information and well-informed analysis.

[4] Withholding header names is analogous to withholding the *name* of a form field "Social security number" instead of just redacting the SSN itself.

should be able to explain these):

(1) Age
(2) Alternate-Recipient
(3) Alternates
(4) ARC-Authentication-Results
(5) ARC-Message-Signature
(6) ARC-Seal
(7) Authentication-Results
(8) Autoforwarded
(9) Auto-Submitted
(10) Autosubmitted
(11) Bcc
(12) Body
(13) CalDAV-Timezones
(14) Cc
(15) Comments
(16) Content-Description
(17) Content-Duration
(18) Content-Encoding
(19) Content-Disposition
(20) Content-Language
(21) Content-MD5
(22) Content-Type
(23) Date
(24) Date-Received
(25) Deferred-Delivery
(26) Delivery-Date
(27) Disclose-Recipients
(28) Distribution
(29) DKIM-Signature
(30) Encoding
(31) ETag
(32) Expires
(33) Followup-To
(34) Forwarded
(35) From
(36) Generate-Delivery-Report
(37) Host
(38) Importance
(39) In-Reply-To
(40) Keywords
(41) Label
(42) Language
(43) Latest-Delivery-Time
(44) List-Archive
(45) List-Id
(46) List-Owner
(47) Location
(48) Message-ID
(49) Message-Type

(50) MIME-Version
(51) Organization
(52) Original-From
(53) Original-Message-ID
(54) Original-Recipient
(55) Original-Sender
(56) Originator-Return-Address
(57) Priority
(58) Received (make a determination on each of: (a) full IP addresses, (b) (sub)networks, (c) hostnames, and (d) *timestamps of receipt.*)
(59) Received-SPF
(60) References
(61) Reply-By
(62) Reply-To
(63) Resent-Bcc
(64) Resent-Cc
(65) Resent-Date
(66) Resent-From
(67) Resent-Message-ID
(68) Resent-Reply-To
(69) Resent-Sender
(70) Resent-To
(71) Return-Path
(72) Sender
(73) Subject
(74) To
(75) Topic
(76) Xref
(77) Thread-Index
(78) Thread-Topic
(79) X-Envelope-From
(80) X-Envelope-To
(81) Delivered-To
(82) Mailing-List
(83) Accept-Language
(84) X-Originating-Ip (make a determination on: (a) full IP addresses and (b) (sub)network)
(85) X-MS-Has-Attach
(86) X-MS-Exchange-Organization-SCL
(87) X-MS-TNEF-Correlator
(88) X-MS-Exchange-Organization-MessageDirectionality
(89) X-MS-Exchange-Organization-AuthSource
(90) X-MS-Exchange-Organization-AuthAs
(91) X-MS-Exchange-Organization-AuthMechanism
(92) X-MS-Exchange-Organization-Network-Message-Id
(93) X-MS-PublicTrafficType
(94) X-MS-Exchange-Organization-ExpirationStartTime
(95) X-MS-Exchange-Organization-ExpirationStartTimeReason
(96) X-MS-Exchange-Organization-ExpirationInterval
(97) X-MS-Exchange-Organization-ExpirationIntervalReason
(98) X-MS-Office365-Filtering-Correlation-Id
(99) X-MS-Office365-Filtering-HT

(100) X-Microsoft-Antispam
(101) X-MS-TrafficTypeDiagnostic
(102) X-MS-Exchange-PUrlCount
(103) X-LD-Processed
(104) X-MS-Oob-TLC-OOBClassifiers
(105) X-Forefront-Antispam-Report
(106) X-MS-Exchange-CrossTenant-OriginalArrivalTime
(107) X-MS-Exchange-CrossTenant-FromEntityHeader
(108) X-MS-Exchange-CrossTenant-Id
(109) X-MS-Exchange-CrossTenant-Network-Message-Id
(110) X-MS-Exchange-CrossTenant-MailboxType
(111) X-MS-Exchange-CrossTenant-UserPrincipalName
(112) X-MS-Exchange-Transport-CrossTenantHeadersStamped
(113) X-MS-Exchange-Transport-EndToEndLatency
(114) X-MS-Exchange-Processed-By-BccFoldering
(115) X-Microsoft-Antispam-Mailbox-Delivery
(116) X-Microsoft-Antispam-Message-Info

Native formats; metadata, in general

The disclosed files are mostly text PDFs and some image PDFs. I ask that you:

13. Determine that the native files of all emails are public records; and
14. Determine that the metadata in all emails is a public part of a record.

It is your responsibility to determine if "any part" of the record is public - surely there is some metadata that is non-exempt and public. Some examples will be illustrated below. Before denying #14, please explicitly consider the various examples above which illustrate why the security justifications City agencies have given do not in fact cover all metadata/headers.

Furthermore, merely because I have not identified a part of a record above does not mean it is not a public part of a record that it is *your* responsibility to identify. Most members of the public would not be able to perform a technical analysis of disclosed records, and neither they nor I should have to do so in order to force the City to follow its own laws.

Sincerely,

Anonymous

Leger, Cheryl (BOS)

From: 76434-70600365@requests.muckrock.com
Sent: Wednesday, September 4, 2019 1:25 PM
To: Heckel, Hank (MYR)
Cc: SOTF, (BOS)
Subject: RE: California Public Records Act Request #19091

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

September 4, 2019

This is a follow up to request number 19091:

RE: File 19091

Task Force and Office of Mayor,

I write in reply to the Respondent's response to my complaint 19091.

I maintain all my allegations of violations of 67.21, 67.26, 67.27, and others Gov Code sections based on the failure to provide metadata, failure to provide .msg/.eml formats, and failure to provide even text PDFs instead of image PDFs, as discussed in this complaint 19091 and previously in 19044 (for a different respondent).

The text vs image PDF issue for some reason has been avoided by Respondents here in 19091, in 19044, and in 19047.

Re: response #1, I maintain my allegation of a violation of 67.29-7 and will argue as such at committee.

Re: response #2, by the time committee hearing occurs, conditioned on receipt of records from all Senior Advisors to the Mayor (of any topic/policy), I will withdraw that specific allegation against Respondent Jue. I cannot withdraw it yet, and due to the many other issues in 19091, I do not wish to delay this complaint being heard in committee. My experience in 19044 indicates this process in total takes months anyway.

Re: response #3:
a) I withdraw my Complaint #2 (re: SFAC 67.27) in 19091, EXCEPT the following sentence: "For example, the public employee e-mail addresses in the 'From' and 'To' of the various emails are non-exempt public information, but nearly all of them are withheld in the responsive emails, without any justification." which I maintain.
b) I maintain my Complaint #3 (re: SFAC 67.26) in 19091. SFAC 67.26 states in relevant part " Information that is exempt from disclosure shall be masked, deleted or otherwise segregated in order that the nonexempt portion of a requested record may be released, and **keyed by footnote or other clear reference to the appropriate justification** for withholding required by section 67.27 of this article." This allows a requestor to understand the specific justification for each redaction. Respondents did not do this. They are required to do this in their response. Here is a good example from the City on how to follow 67.26: https://sanfrancisco.nextrequest.com/documents/408808 (where the specific redaction states "Privacy").

Respondents are not permitted to give a half-valid response, and then negotiate or only provide a full response once the requestor complains. Most members of the public would just give up, and aren't going to spend the time or energy

requiring the government to follow the Sunshine Ordinance, by repeated followups, complaints, and hearings, which permits the government to not provide total transparency in most cases.

Respondents, and every government respondent, must follow the ordinance, as written, in every response, to every request. I intend to ensure that.

As an aside, I understand that the Custodian Working Group is possibly working on getting more departments to use standard response templates and to use modern automated systems to accurately redact and publish records. Anecdotally, the departments using those systems appear to give responses more in conformance with the Sunshine Ordinance than those that do not.

Sincerely,
Anonymous

Filed via MuckRock.com
E-mail (Preferred): 76434-70600365@requests.muckrock.com
Upload documents directly:
https://accounts.muckrock.com/accounts/login/?url_auth_token=AAAxJIxKbHL78P4hPis99lsuo1Y%3A1i5bqJ%3AnGHGFFoTBjPBCeV0TQPJnwOO43Q&next=https%3A%2F%2Fwww.muckrock.com%2Faccounts%2Flogin%2F%3Fnext%3D%252Faccounts%252Fagency_login%252Foffice-of-the-mayor-3891%252Femail-and-electronic-communications-audit-sf-mayor-76434%252F%253Femail%253Dhank.heckel%252540sfgov.org
Is this email coming to the wrong contact? Something else wrong? Use the above link to let us know.

For mailed responses, please address (see note):
MuckRock News
DEPT MR 76434
411A Highland Ave
Somerville, MA 02144-2516

PLEASE NOTE: This request is not filed by a MuckRock staff member, but is being sent through MuckRock by the above in order to better track, share, and manage public records requests. Also note that improperly addressed (i.e., with the requester's name rather than "MuckRock News" and the department number) requests might be returned as undeliverable.

On Sept. 4, 2019:
Subject: Re: SOTF - Complaint Filed with the Sunshine Ordinance Task Force - File No. 19091
Dear Members of the Task Force,

The complaint referenced below by Anonymous raises largely the same issues regarding metadata as an existing dispute with the same requestor. That complaint is FIle No. 19044. The Office of the Mayor hereby incorporates by reference, as if fully set forth herein, its response to that complaint, which is included in File No. 19044.

For the same reasons previously set forth in its response to File No. 19044, the Office of the Mayor respectfully submits that no violation has occurred. The new complaint File No. 19091 raises some additional issues to which the Office of the Mayor responds as follows:

1. Anonymous asserts that there has been a violation of SF Admin Code Sec. 67.29-7 requiring the keeping of records "in a professional and businesslike manner" based on the very limited usage of the texting app Signal. Anonymous complains that this app permits "encrypted and automatically-expiring communications". However, the communications at issue received by Anonymous were neither encrypted nor automatically deleted as demonstrated by the fact that

Anonymous now possesses them. Some theoretical but not actually used functionality of a communications app cannot form the basis for a violation of 67.29-7 and Anonymous points to no such basis. Moreover, there is no authority cited for the proposition that 67.29-7 prohibits certain communications platforms or requires certain retention periods outside of the general orderly maintenance of documents in a manner that makes them presentable and organized.
2. Anonymous complains that the communications of "Senior Advisor to the Mayor on the Environment", Tyrone Jue, were omitted from production. Again, Anonymous received the communications in question on Signal from Sean Elsbernd which included the messages sent and received by Tyrone Jue. Tyrone Jue was not included in the larger communications audit because we understood Anonymous' request to be directed to the general "Senior Advisor to the Mayor" position, a title held only by Marjan Philhour, not Senior Advisors on certain policy areas. This is simply a misunderstanding and not an intentional withholding. If Anonymous wishes to include Mr. Jue in the request they may do so.
3. Anonymous asserts that the Office of the Mayor did not provide a basis for withholding certain metadata and redacted information. Regarding metadata and format we cited to Cal Gov Code 6253.9(a)(1) and 6253.9(f) and Anonymous discusses their objections to these grounds extensively here and in the file for complaint no. 19044. Anonymous is thus plainly aware of the basis for withholding, though disputes them. We rely on our previous arguments regarding these bases but there can be no question that Anonymous received notice of the basis for withholding. Regarding redactions for privacy, privilege and other bases, the attached files showing our initial responses to these requests show citations for various categories of withholding. If requestor seeks a key matching specific redactions and bases we are happy to cooperate in working with requestor to provide this information and make the exemptions clearer.

For these reasons and those provided in response to File No. 19044, it is our position that no violation has occurred. Regarding the practices of other departments for certain requests regarding metadata cited herein by requestor, we do not agree that certain exceptions to the practice of withholding metadata to preserve the security and integrity of the network and computers of the city justifies abandoning such safeguards in all cases.

We are glad to further work with Anonymous to fulfill other aspects of this request including providing additional custodians as specified and further explaining any withholdings.
Regards,

Hank Heckel
Compliance Officer
Office of Mayor London N. Breed
City and County of San Francisco

On Aug. 28, 2019:
Subject: RE: California Public Records Act Request #19091
Supervisor of Records,

This is a follow-up to my Aug. 26 petition from this email address re: the Mayor's email, text, and chat records (now labeled SOTF 19091).

Since it is your responsibility to determine whether *any portion* of the withheld record is public, I would like to draw your attention to the fact that I allege public employee email addresses in the From/To/etc. headers were improperly withheld in this case (complaint pg. 3, improperly withheld email address examples on exhibits pg. 49, 50, 51, 52, 24, 26, 36, 45, 46, and more).

Even if you determine all other metadata is being withheld properly for security reasons (which I continue to dispute), please do find in my favor regarding the public email addresses in the From, To, Cc, AND Bcc headers.

I would like to point out that your Aug. 26 denial of my May 8 petition regarding the City Attorney's email metadata did not consider whether the withholding of those email addresses was legally valid, so please do address the issue in this petition.

As a reminder:
Our complaint: https://cdn.muckrock.com/outbound_request_attachments/Anonymous_2859385/76434/SOTF-Mayor-20190826-Complaint.pdf (I allege a lot more than just the metadata issue in this case)
Exhibits: https://cdn.muckrock.com/outbound_request_attachments/Anonymous_2859385/76434/SOTF-Mayor-20190826-Exhibits.pdf

For your convenience I have also attached a spreadsheet of my various requests, petitions, and complaints so you can keep everything straight.
This email address is solely for SOTF 19091.

Thanks,
Anonymous

On Aug. 27, 2019:
Subject: RE: California Public Records Act Request #19091
Thank you. I look forward to your disclosures.

This is a follow-up Sunshine/CPRA request for WhatsApp and Instagram records which I mistakenly left out earlier. As before, "conversations" include both communications and also include any stubs/records that a conversation previously took place, but has now expired or been deleted. These requests cover the WhatsApp and Instagram mobile, web, and desktop applications.

PART 2
AA. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [WhatsApp]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

BB.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [WhatsApp], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff

5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

CC. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Instagram]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

DD.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [Instagram], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

** NOTE: this is a public mailbox, and all of your responses (including disclosed records) may be automatically and instantly available to the general public on the MuckRock.com service used to issue this request (though I am not a MuckRock representative). **

If a person has multiple accounts, 10 items from each are requested. For example the Mayor may have a public-facing alias and also an account she uses to do business internally- 10 from each are requested. Please do not include spam or product advertisement emails.

We remind you of your obligations to provide electronic records in any form we request them in if they are the format you hold them in OR any format that is easily-generated. If you use PDF, use properly redacted searchable or text pdfs. Please don't use image PDFs to make it harder to analyze the records.
However, if you choose to convert conversations, for example, to PDF, to easily redact them, you must ensure that you have preserved the full content of the original email record (as specified in request "A"), which contains many detailed headers beyond the generally used From/To/Subject/Sent/etc. For the chat apps, a screenshot or print-out is acceptable.

If you provide image PDFs, only give a few of the headers or lacking attachments/images, and/or improperly withhold public records that exist on private accounts/devices you may be in violation of SF Admin Code and/or CPRA, and we

may challenge your decision at the Sunshine Ordinance Task Force, Supervisor of Records, judicially, and/or via any other remedies available to us.

You must justify all withholding. Please follow SFAC 67.26 and 67.27 and identify specifically which justifications are associated with which redaction, for example, using a footnote.

Provide records in a rolling fashion. Do not wait for all records to be available.

Please provide only those copies of records available without any fees. If you determine certain records would require fees, please instead provide the required free notice of which of those records are available and non-exempt for inspection in-person if we so choose. Please use email to respond.

I look forward to your prompt disclosure,

Anonymous

On Aug. 27, 2019:
Subject: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)
Dear Anonymous,

This is in response to your immediate disclosure request below received August 26 in the Office of the Mayor regarding "all instruments used to inquire of each official as to whether they possess any responsive records of our July 2, 2019 request, and all of the responses of the official or their legal representatives (including all affidavits/declarations that no responsive records exists)" in reference to your earlier July 2 request.

We are processing our response. Please note that your request is not simple, routine or otherwise readily answerable. Accordingly we are treating the request as subject to the maximum deadline of 10 days. See San Francisco Admin. Code § 67.25 (a), (b). We also reserve the right to continue our response from that date for up to 14 days pursuant to Government Code § 6253(c) and San Francisco Admin. Code § 67.25(b) due to any continuing need for consultation with other city departments.

We understand the need to continue this consultation with all practicable speed and will process your request accordingly.

If you have any questions regarding your request, please let me know.

Regards,

Hank Heckel
Compliance Officer
Office of Mayor London N. Breed
City and County of San Francisco

August 26, 2019

This is a follow up to a previous request:

Good Evening Mr. Heckel,

** NOTE: this is a public mailbox, and all of your responses (including disclosed records) may be automatically and instantly available to the general public on the MuckRock.com service used to issue this request (though I am not a MuckRock representative). **

I will be filing in the immediate future an SOTF complaint regarding: the lack of headers/metadata, the use of PDFs instead of .msg/.eml formats, and the use of image PDFs instead of textual PDFs, and your failure to identify with particularity specifically which laws apply to which redactions. The issues are quite similar to those you heard in your own case SOTF 19047, and in the SOTF 19044 case re: the city attorney. However, we will be emphasizing the image PDF and lack of redaction specificity issues in this new case.

In addition, this is a further immediate disclosure request for the following:
PART 3: all instruments used to inquire of each official as to whether they possess any responsive records of our July 2, 2019 request, and all of the responses of the official or their legal representatives (including all affidavits/declarations that no responsive records exists)

I understand such instruments would not have existed on the date of my original request, by definition, so I am re-requesting them now.
Since a City of San Jose v Superior Court (2017) search was requested for various officials' personal property, and you have indicated no responsive records existed, we believe such instruments must exist.
Thanks,
Anonymous

On Aug. 26, 2019:
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)
Dear Anonymous:

I just sent the Notice to the Respondent. Mr. Heckel will respond to the complaint and more than likely show up for the hearing. Mr. Heckel will see your Complaint Form and respond.

Cheryl Leger
Assistant Clerk, Board of Supervisors
Tel: 415-554-7724

[CustomerSatisfactionIcon]<http://www.sfbos.org/index.aspx?page=104> Click here<http://www.sfbos.org/index.aspx?page=104> to complete a Board of Supervisors Customer Service Satisfaction form.

The Legislative Research Center<http://www.sfbos.org/index.aspx?page=9681> provides 24-hour access to Board of Supervisors legislation, and archived matters since August 1998.

Disclosures: Personal information that is provided in communications to the Board of Supervisors is subject to disclosure under the California Public Records Act and the San Francisco Sunshine Ordinance. Personal information provided will not be redacted. Members of the public are not required to provide personal identifying information when they communicate with the Board of Supervisors and its committees. All written or oral communications that members of the public submit to the Clerk's Office regarding pending legislation or hearings will be made available to all members of the public for inspection and copying. The Clerk's Office does not redact any information from these submissions. This means that personal information—including names, phone numbers, addresses and similar information that a member of the public elects to submit to the Board and its committees—may appear on the Board of Supervisors website or in other public documents that members of the public may inspect or copy.

On July 2, 2019:
Subject: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)
RE: Email and Electronic Communications Audit

To Whom It May Concern:

** NOTE: this is a public mailbox, and all of your responses (including disclosed records) may be automatically and instantly available to the general public on the MuckRock.com service used to issue this request (though I am not a MuckRock representative). **

We request under the San Francisco Sunshine Ordinance (Ordinance) and the California Public Records Act (CPRA) the following items from the Mayor's Office.
Similar requests were recently made of the Board of Supervisors and Clerk. If a person has multiple email addresses (including but not limited to email aliases), 10 emails from each are requested. For example the Mayor may have a public-facing email alias and also an email address she uses to do business internally- 10 from each are requested. Please do not include spam or product advertisement emails.

We remind you of your obligations to provide electronic records in the original format you hold them in. Therefore, e-mails exported in the .eml or .msg format with all non-exempt headers, metadata, attachments, etc. are best. However, if you choose to convert emails, for example, to PDF or printed format, to easily redact them, you must ensure that you have preserved the full content of the original email record (as specified in request "A"), which contains many detailed headers beyond the generally used From/To/Subject/Sent/etc. For the chat apps, a screenshot or print-out is acceptable.

If you use PDF, use properly redacted searchable or text pdfs. Please don't use image PDFs to make it harder to analyze the records.
If you provide PDFs instead of original email files, only give a few of the headers or lacking attachments/images, and/or improperly withhold public records that exist on private accounts/devices you may be in violation of SF Admin Code and/or CPRA, and we may challenge your decision at the Sunshine Ordinance Task Force, Supervisor of Records, judicially, and/or via any other remedies available to us. I currently have pending petitions to the Task Force and Supervisor of Records to correct prior disclosure failures of electronic information from your and other SF agencies.

You must justify all withholding.

Provide records in a rolling fashion. Do not wait for all records to be available.

Please provide only those copies of records available without any fees. If you determine certain records would require fees, please instead provide the required free notice of which of those records are available and non-exempt for inspection in-person if we so choose. Please use email to respond.

I look forward to your prompt disclosure.

PART 1 - Email

A. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails RECEIVED BY EACH OFFICIAL government email account of
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director

6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

B. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails SENT FROM EACH OFFICIAL government email account of
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

C. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails IN THE DRAFT or OUTBOX folder of EACH OFFICIAL government email account of the following. Please remember the special Sunshine exceptions to CPRA draft withholding under SF Admin Code 67.24(a).
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

D. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails regarding the public's business (specifically those disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017)) SENT FROM EACH PERSONAL email account(s) of the following officials, TO/CC/BCC any sfgov.org email address. If NO such emails exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

E. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails regarding the public's business (specifically those disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017)) RECEIVED BY EACH PERSONAL email account(s) of the following officials, FROM any sfgov.org email address. If NO such emails exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff

3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
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8. Compliance Officer

PART 2 - Chat/Messaging

As used below "Conversations" include but are not limited to any metadata records showing that a conversation had taken place but is now deleted (due to expiration for example).
Various types of apps are mentioned below.

A. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Facebook Messenger]:
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6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

PART 3: all instruments used to inquire of each official as to whether they possess any responsive records above, and all of their responses

Sincerely,
Anonymous

Filed via MuckRock.com
E-mail (Preferred): 76434-70600365@requests.muckrock.com
Upload documents directly:
https://accounts.muckrock.com/accounts/login/?url_auth_token=AAAxJIxKbHL78P4hPis99lsuo1Y%3A1i5bqJ%3AnGHGFFoTBjPBCeV0TQPJnwOO43Q&next=https%3A%2F%2Fwww.muckrock.com%2Faccounts%2Flogin%2F%3Fnext%3D%252Faccounts%252Fagency_login%252Foffice-of-the-mayor-3891%252Femail-and-electronic-communications-audit-sf-mayor-76434%252F%253Femail%253Dhank.heckel%252540sfgov.org
Is this email coming to the wrong contact? Something else wrong? Use the above link to let us know.

For mailed responses, please address (see note):
MuckRock News
DEPT MR 76434
411A Highland Ave
Somerville, MA 02144-2516

PLEASE NOTE: This request is not filed by a MuckRock staff member, but is being sent through MuckRock by the above in order to better track, share, and manage public records requests. Also note that improperly addressed (i.e., with the requester's name rather than "MuckRock News" and the department number) requests might be returned as undeliverable.

Leger, Cheryl (BOS)

From: 76434-70600365@requests.muckrock.com
Sent: Monday, August 26, 2019 3:25 PM
To: SOTF, (BOS)
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

August 26, 2019

This is a follow up to a previous request:

RE: 19091

Ok. I believe I have complied with B2 (bullet 2) of your complaint procedures requiring inclusion of the name of "any individual working at the agency who the request involves."

Thank you,
Anonymous

Filed via MuckRock.com
E-mail (Preferred): 76434-70600365@requests.muckrock.com
Upload documents directly:
https://accounts.muckrock.com/accounts/login/?next=https%3A%2F%2Fwww.muckrock.com%2Faccounts%2Flogin%2F%3Fnext%3D%252Faccounts%252Fagency_login%252Foffice-of-the-mayor-3891%252Femail-and-electronic-communications-audit-sf-mayor-76434%252F%253Femail%253Dsotf%252540sfgov.org&url_auth_token=AAAxJIxKbHL78P4hPis99lsuo1Y%3A1i2NQH%3AqE7hOnxOCMwVq2HEa2g-KbTs098
Is this email coming to the wrong contact? Something else wrong? Use the above link to let us know.

For mailed responses, please address (see note):
MuckRock News
DEPT MR 76434
411A Highland Ave
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On Aug. 26, 2019:
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)
Hank Heckel is the Custodian of Records and Compliance Officer for the Mayor's office. He is my contact.

Cheryl Leger
Assistant Clerk, Board of Supervisors
Tel: 415-554-7724

[CustomerSatisfactionIcon]<http://www.sfbos.org/index.aspx?page=104> Click here<http://www.sfbos.org/index.aspx?page=104> to complete a Board of Supervisors Customer Service Satisfaction form.

The Legislative Research Center<http://www.sfbos.org/index.aspx?page=9681> provides 24-hour access to Board of Supervisors legislation, and archived matters since August 1998.

Disclosures: Personal information that is provided in communications to the Board of Supervisors is subject to disclosure under the California Public Records Act and the San Francisco Sunshine Ordinance. Personal information provided will not be redacted. Members of the public are not required to provide personal identifying information when they communicate with the Board of Supervisors and its committees. All written or oral communications that members of the public submit to the Clerk's Office regarding pending legislation or hearings will be made available to all members of the public for inspection and copying. The Clerk's Office does not redact any information from these submissions. This means that personal information—including names, phone numbers, addresses and similar information that a member of the public elects to submit to the Board and its committees—may appear on the Board of Supervisors website or in other public documents that members of the public may inspect or copy.

On Aug. 26, 2019:
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)
Ms. Leger,

Your current file for 19091 indicates the individual respondents are only Heckel and Breed.
My original complaint further includes the following individual respondents because they are referred to as the "custodians" by the Office of the Mayor's records response and because they are responsible for City of San Jose v Superior Court (2017) searches of their personal property:
Tyrone Jue (Senior Advisor), Sean Elsbernd (Chief of Staff), Andres Power (Policy Director), Andrea Bruss (Deputy Chief of Staff), Marjan Philhour (Senior Advisor), Jeff Cretan (Communications Director), Sophia Kittler (Liaison to the Board)

I would appreciate the correction.

Thank you,
Anonymous

On Aug. 26, 2019:
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)
Thank you.

Cheryl Leger
Assistant Clerk, Board of Supervisors
Tel: 415-554-7724

[CustomerSatisfactionIcon]<http://www.sfbos.org/index.aspx?page=104> Click here<http://www.sfbos.org/index.aspx?page=104> to complete a Board of Supervisors Customer Service Satisfaction form.

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On Aug. 26, 2019:
Subject: SOTF - Complaint Filed with the Sunshine Ordinance Task Force - File No. 19091
Good Afternoon:

The Office of the Mayor has been named as a Respondent in the attached complaint filed with the Sunshine Ordinance Task Force. Please respond to the following complaint/request within five business days.

The Respondent is required to submit a written response to the allegations including any and all supporting documents, recordings, electronic media, etc., to the Task Force within five (5) business days of receipt of this notice. This is your opportunity to provide a full explanation to allow the Task Force to be fully informed in considering your response prior its meeting.

Please include the following information in your response if applicable:

1. List all relevant records with descriptions that have been provided pursuant to the Complainant request.
2. Date the relevant records were provided to the Complainant.
3. Description of the method used, along with any relevant search terms used, to search for the relevant records.
4. Statement/declaration that all relevant documents have been provided, does not exist, or has been excluded.
5. Copy of the original request for records (if applicable).

Please refer to the File Number when submitting any new information and/or supporting documents pertaining to this complaint.

The Complainant alleges:

Complaint Attached.

Cheryl Leger

Assistant Clerk, Board of Supervisors

Tel: 415-554-7724

<http://www.sfbos.org/index.aspx?page=104> Click here<http://www.sfbos.org/index.aspx?page=104> to complete a Board of Supervisors Customer Service Satisfaction form.

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On Aug. 26, 2019:
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)
Correct - this thread (and this email address) is associated with solely case 19091 and not a follow up to 19044 or 19047.

On July 2, 2019:
Subject: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)
RE: Email and Electronic Communications Audit

To Whom It May Concern:

** NOTE: this is a public mailbox, and all of your responses (including disclosed records) may be automatically and instantly available to the general public on the MuckRock.com service used to issue this request (though I am not a MuckRock representative). **

We request under the San Francisco Sunshine Ordinance (Ordinance) and the California Public Records Act (CPRA) the following items from the Mayor's Office.
Similar requests were recently made of the Board of Supervisors and Clerk. If a person has multiple email addresses (including but not limited to email aliases), 10 emails from each are requested. For example the Mayor may have a public-facing email alias and also an email address she uses to do business internally- 10 from each are requested. Please do not include spam or product advertisement emails.

We remind you of your obligations to provide electronic records in the original format you hold them in. Therefore, e-mails exported in the .eml or .msg format with all non-exempt headers, metadata, attachments, etc. are best. However, if you choose to convert emails, for example, to PDF or printed format, to easily redact them, you must ensure that you have preserved the full content of the original email record (as specified in request "A"), which contains many detailed headers beyond the generally used From/To/Subject/Sent/etc. For the chat apps, a screenshot or print-out is acceptable.

If you use PDF, use properly redacted searchable or text pdfs. Please don't use image PDFs to make it harder to analyze the records.
If you provide PDFs instead of original email files, only give a few of the headers or lacking attachments/images, and/or improperly withhold public records that exist on private accounts/devices you may be in violation of SF Admin Code and/or CPRA, and we may challenge your decision at the Sunshine Ordinance Task Force, Supervisor of Records, judicially, and/or via any other remedies available to us. I currently have pending petitions to the Task Force and Supervisor of Records to correct prior disclosure failures of electronic information from your and other SF agencies.

You must justify all withholding.

Provide records in a rolling fashion. Do not wait for all records to be available.

Please provide only those copies of records available without any fees. If you determine certain records would require fees, please instead provide the required free notice of which of those records are available and non-exempt for inspection in-person if we so choose. Please use email to respond.

I look forward to your prompt disclosure.

PART 1 - Email

A. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails RECEIVED BY EACH OFFICIAL government email account of
1. Mayor Breed
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3. all persons holding title 'Senior Advisor to the Mayor'
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B. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails SENT FROM EACH OFFICIAL government email account of
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C. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails IN THE DRAFT or OUTBOX folder of EACH OFFICIAL government email account of the following. Please remember the special Sunshine exceptions to CPRA draft withholding under SF Admin Code 67.24(a).
1. Mayor Breed
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limited to City of San Jose v Superior Court (2017)) SENT FROM EACH PERSONAL email account(s) of the following officials, TO/CC/BCC any sfgov.org email address. If NO such emails exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
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J.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [Google Hangouts], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

K.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [Signal], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
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7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

PART 3: all instruments used to inquire of each official as to whether they possess any responsive records above, and all of their responses

Sincerely,
Anonymous

Filed via MuckRock.com
E-mail (Preferred): 76434-70600365@requests.muckrock.com
Upload documents directly:
https://accounts.muckrock.com/accounts/login/?next=https%3A%2F%2Fwww.muckrock.com%2Faccounts%2Flogin%2F%3Fnext%3D%252Faccounts%252Fagency_login%252Foffice-of-the-mayor-3891%252Femail-and-electronic-communications-audit-sf-mayor-76434%252F%253Femail%253Dsotf%252540sfgov.org&url_auth_token=AAAxJIxKbHL78P4hPis99lsuo1Y%3A1i2NQH%3AqE7hOnxOCMwVq2HEa2g-KbTs098
Is this email coming to the wrong contact? Something else wrong? Use the above link to let us know.

For mailed responses, please address (see note):
MuckRock News
DEPT MR 76434
411A Highland Ave
Somerville, MA 02144-2516

PLEASE NOTE: This request is not filed by a MuckRock staff member, but is being sent through MuckRock by the above in order to better track, share, and manage public records requests. Also note that improperly addressed (i.e., with the requester's name rather than "MuckRock News" and the department number) requests might be returned as undeliverable.



Leger, Cheryl (BOS)

From: 76434-70600365@requests.muckrock.com
Sent: Monday, August 26, 2019 2:41 PM
To: SOTF, (BOS)
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

August 26, 2019

This is a follow up to a previous request:

Correct - this thread (and this email address) is associated with solely case 19091 and not a follow up to 19044 or 19047.

Filed via MuckRock.com
E-mail (Preferred): 76434-70600365@requests.muckrock.com
Upload documents directly:
https://accounts.muckrock.com/accounts/login/?next=https%3A%2F%2Fwww.muckrock.com%2Faccounts%2Flogin%2F%3Fnext%3D%252Faccounts%252Fagency_login%252Foffice-of-the-mayor-3891%252Femail-and-electronic-communications-audit-sf-mayor-76434%252F%253Femail%253Dsotf%252540sfgov.org&url_auth_token=AAAxJIxKbHL78P4hPis99lsuo1Y%3A1i2MjL%3AkwBuJm09qfOPq4zHG8eBTpt_2-c
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On Aug. 26, 2019:
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor); File No. 19091
Dear Anonymous:

I am in receipt of and thank you for your email and attachments. I will open a new file for this complaint. File No. 19091.

Cheryl Leger
Assistant Clerk, Board of Supervisors
Tel: 415-554-7724

[CustomerSatisfactionIcon]<http://www.sfbos.org/index.aspx?page=104> Click here<http://www.sfbos.org/index.aspx?page=104> to complete a Board of Supervisors Customer Service Satisfaction form.

The Legislative Research Center<http://www.sfbos.org/index.aspx?page=9681> provides 24-hour access to Board of Supervisors legislation, and archived matters since August 1998.

Disclosures: Personal information that is provided in communications to the Board of Supervisors is subject to disclosure under the California Public Records Act and the San Francisco Sunshine Ordinance. Personal information provided will not be redacted. Members of the public are not required to provide personal identifying information when they communicate with the Board of Supervisors and its committees. All written or oral communications that members of the public submit to the Clerk's Office regarding pending legislation or hearings will be made available to all members of the public for inspection and copying. The Clerk's Office does not redact any information from these submissions. This means that personal information—including names, phone numbers, addresses and similar information that a member of the public elects to submit to the Board and its committees—may appear on the Board of Supervisors website or in other public documents that members of the public may inspect or copy.

On Aug. 26, 2019:
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)
Dear Anonymous:

I am in receipt of and thank you for the email and attachments below. To clarify, is a follow up to a previous request 19044 (City Attorney) or 19047 (Office of the Mayor)? Thank you.

Cheryl Leger
Assistant Clerk, Board of Supervisors
Tel: 415-554-7724

[CustomerSatisfactionIcon]<http://www.sfbos.org/index.aspx?page=104> Click here<http://www.sfbos.org/index.aspx?page=104> to complete a Board of Supervisors Customer Service Satisfaction form.

The Legislative Research Center<http://www.sfbos.org/index.aspx?page=9681> provides 24-hour access to Board of Supervisors legislation, and archived matters since August 1998.

Disclosures: Personal information that is provided in communications to the Board of Supervisors is subject to disclosure under the California Public Records Act and the San Francisco Sunshine Ordinance. Personal information provided will not be redacted. Members of the public are not required to provide personal identifying information when they communicate with the Board of Supervisors and its committees. All written or oral communications that members of the public submit to the Clerk's Office regarding pending legislation or hearings will be made available to all members of the public for inspection and copying. The Clerk's Office does not redact any information from these submissions. This means that personal information—including names, phone numbers, addresses and similar information that a member of the public elects to submit to the Board and its committees—may appear on the Board of Supervisors website or in other public documents that members of the public may inspect or copy.

On Aug. 26, 2019:
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)
Good afternoon Supervisor of Records,

This is a new petition under SFAC 67.21(d).

This petition is regarding, inter alia, the Office of Mayor's:
(a) failure to provide various email in .msg format and with headers,
(b) use of personal and/or secret communications technologies to discuss the people's business and therefore failing to preserve correspondence in a "professional and businesslike" manner (67.29-7).
(c) use of scanned PDFs instead of text PDFs, and
(d) lack of specificity re: redaction justification.

This overlaps partially with SOTF 19044 v. the City Attorney's office, which you have already responded to, but there are new issues not covered in 19044.
I believe your Aug. 26, 2019 response to my 19044 May 8 petition already reflects your office's position regarding (a), however it does not cover (b), (c), and (d).

My petition incorporates all of the allegations in the following documents:
SOTF complaint: https://cdn.muckrock.com/outbound_request_attachments/Anonymous_2859385/76434/SOTF-Mayor-20190826-Complaint.pdf
Exhibits: https://cdn.muckrock.com/outbound_request_attachments/Anonymous_2859385/76434/SOTF-Mayor-20190826-Exhibits.pdf

I look forward to your response within 10 days.

Sincerely,
Anonymous

On Aug. 26, 2019:
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)
Office of Mayor,

Linked below is a new SOTF complaint and exhibits thereto against the Office of Mayor, et al. sent to the SOTF earlier today.
Complaints: https://cdn.muckrock.com/outbound_request_attachments/Anonymous_2859385/76434/SOTF-Mayor-20190826-Complaint.pdf
Exhibits: https://cdn.muckrock.com/outbound_request_attachments/Anonymous_2859385/76434/SOTF-Mayor-20190826-Exhibits.pdf

This complaint is regarding, inter alia, the Office of Mayor's:
- failure to provide various email in .msg format and with headers,
- use of personal and/or secret communications technologies to discuss the people's business,
- use of scanned PDFs instead of text PDFs, and
- lack of specificity re: redaction justification.
This is similar to 19044 v. the City Attorney's office, but there are new issues not covered in 19044.

Alleged Violations: 67.21, 67.26, 67.27, 67.29-7

** NOTE: this is a public mailbox, and all of your responses (including disclosed records) may be automatically and instantly available to the general public on the MuckRock.com service used to issue this request (though I am not a MuckRock representative). **

Sincerely,
Anonymous

On Aug. 26, 2019:
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)
Good morning SOTF,

Attached is a new complaint and exhibits thereto against the Office of Mayor, et al. Please order the exhibits after the complaint in the file for clarity.

I will fill out your Google Form as well. I would appreciate a confirmation of your receipt of this email due to the file attachment size possibly causing technical issues.

Note: This complaint is re: the Office of Mayor's failure to provide various email in .msg format and with headers, their use of personal and/or secret communications technologies to discuss the people's business, and their use of scanned PDFs instead of text PDFs. This is similar to 19044 v. the City Attorney's office, but there are new issues not covered in 19044.

Complainant Name: (Anonymous - use email 76434-70600365@requests.muckrock.com) Date of Request: July 2, 2019 and August 22, 2019

Alleged Violations: 67.21, 67.26, 67.27, 67.29-7

Complaint Against Employees (listed by official capacity): London N. Breed (Mayor), Hank Heckel (Compliance Officer), Tyrone Jue (Senior Advisor), Sean Elsbernd (Chief of Staff), Andres Power (Policy Director), Andrea Bruss (Deputy Chief of Staff), Marjan Philhour (Senior Advisor), Jeff Cretan (Communications Director), Sophia Kittler (Liaison to the Board)

Complaint Against Agency: Office of Mayor

** NOTE: this is a public mailbox, and all of your responses (including disclosed records) may be automatically and instantly available to the general public on the MuckRock.com service used to issue this request (though I am not a MuckRock representative). **

Sincerely,
Anonymous (76434-70600365@requests.muckrock.com)

On July 2, 2019:
Subject: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)
RE: Email and Electronic Communications Audit

To Whom It May Concern:

** NOTE: this is a public mailbox, and all of your responses (including disclosed records) may be automatically and instantly available to the general public on the MuckRock.com service used to issue this request (though I am not a MuckRock representative). **

We request under the San Francisco Sunshine Ordinance (Ordinance) and the California Public Records Act (CPRA) the following items from the Mayor's Office.
Similar requests were recently made of the Board of Supervisors and Clerk. If a person has multiple email addresses (including but not limited to email aliases), 10 emails from each are requested. For example the Mayor may have a public-facing email alias and also an email address she uses to do business internally- 10 from each are requested. Please do not include spam or product advertisement emails.

We remind you of your obligations to provide electronic records in the original format you hold them in. Therefore, e-mails exported in the .eml or .msg format with all non-exempt headers, metadata, attachments, etc. are best. However, if you choose to convert emails, for example, to PDF or printed format, to easily redact them, you must ensure that you have preserved the full content of the original email record (as specified in request "A"), which contains many detailed headers beyond the generally used From/To/Subject/Sent/etc. For the chat apps, a screenshot or print-out is acceptable.

If you use PDF, use properly redacted searchable or text pdfs. Please don't use image PDFs to make it harder to analyze the records.
If you provide PDFs instead of original email files, only give a few of the headers or lacking attachments/images, and/or improperly withhold public records that exist on private accounts/devices you may be in violation of SF Admin Code and/or CPRA, and we may challenge your decision at the Sunshine Ordinance Task Force, Supervisor of Records, judicially, and/or via any other remedies available to us. I currently have pending petitions to the Task Force and Supervisor of Records to correct prior disclosure failures of electronic information from your and other SF agencies.

You must justify all withholding.

Provide records in a rolling fashion. Do not wait for all records to be available.

Please provide only those copies of records available without any fees. If you determine certain records would require fees, please instead provide the required free notice of which of those records are available and non-exempt for inspection in-person if we so choose. Please use email to respond.

I look forward to your prompt disclosure.

PART 1 - Email

A. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails RECEIVED BY EACH OFFICIAL government email account of
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

B. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails SENT FROM EACH OFFICIAL government email account of
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'

4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

C. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails IN THE DRAFT or OUTBOX folder of EACH OFFICIAL government email account of the following. Please remember the special Sunshine exceptions to CPRA draft withholding under SF Admin Code 67.24(a).
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

D. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails regarding the public's business (specifically those disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017)) SENT FROM EACH PERSONAL email account(s) of the following officials, TO/CC/BCC any sfgov.org email address. If NO such emails exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

E. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails regarding the public's business (specifically those disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017)) RECEIVED BY EACH PERSONAL email account(s) of the following officials, FROM any sfgov.org email address. If NO such emails exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
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2. Chief of Staff
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5. Communications Director
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8. Compliance Officer

PART 2 - Chat/Messaging

As used below "Conversations" include but are not limited to any metadata records showing that a conversation had taken place but is now deleted (due to expiration for example).
Various types of apps are mentioned below.

A. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Facebook Messenger]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

B. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Telegram]:
1. Mayor Breed
2. Chief of Staff
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C. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Slack]:
1. Mayor Breed
2. Chief of Staff
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1. Mayor Breed
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PART 3: all instruments used to inquire of each official as to whether they possess any responsive records above, and all of their responses

Sincerely,
Anonymous

Filed via MuckRock.com
E-mail (Preferred): 76434-70600365@requests.muckrock.com
Upload documents directly:
https://accounts.muckrock.com/accounts/login/?next=https%3A%2F%2Fwww.muckrock.com%2Faccounts%2Flogin%2F%3Fnext%3D%252Faccounts%252Fagency_login%252Foffice-of-the-mayor-3891%252Femail-and-electronic-communications-audit-sf-mayor-76434%252F%253Femail%253Dsotf%252540sfgov.org&url_auth_token=AAAxJIxKbHL78P4hPis99lsuo1Y%3A1i2MjL%3AkwBuJm09qfOPq4zHG8eBTpt_2-c
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DEPT MR 76434
411A Highland Ave
Somerville, MA 02144-2516

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Leger, Cheryl (BOS)

From: 76434-70600365@requests.muckrock.com
Sent: Monday, August 26, 2019 10:09 AM
To: SOTF, (BOS)
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)
Attachments: SOTF-Mayor-20190826-Complaint.pdf; SOTF-Mayor-20190826-Exhibits.pdf

August 26, 2019

This is a follow up to a previous request:

Good morning SOTF,

Attached is a new complaint and exhibits thereto against the Office of Mayor, et al. Please order the exhibits after the complaint in the file for clarity.

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Note: This complaint is re: the Office of Mayor's failure to provide various email in .msg format and with headers, their use of personal and/or secret communications technologies to discuss the people's business, and their use of scanned PDFs instead of text PDFs. This is similar to 19044 v. the City Attorney's office, but there are new issues not covered in 19044.

Complainant Name: (Anonymous - use email 76434-70600365@requests.muckrock.com) Date of Request: July 2, 2019 and August 22, 2019

Alleged Violations: 67.21, 67.26, 67.27, 67.29-7

Complaint Against Employees (listed by official capacity): London N. Breed (Mayor), Hank Heckel (Compliance Officer), Tyrone Jue (Senior Advisor), Sean Elsbernd (Chief of Staff), Andres Power (Policy Director), Andrea Bruss (Deputy Chief of Staff), Marjan Philhour (Senior Advisor), Jeff Cretan (Communications Director), Sophia Kittler (Liaison to the Board)

Complaint Against Agency: Office of Mayor

** NOTE: this is a public mailbox, and all of your responses (including disclosed records) may be automatically and instantly available to the general public on the MuckRock.com service used to issue this request (though I am not a MuckRock representative). **

Sincerely,
Anonymous (76434-70600365@requests.muckrock.com)

Filed via MuckRock.com
E-mail (Preferred): 76434-70600365@requests.muckrock.com
Upload documents directly:
https://accounts.muckrock.com/accounts/login/?next=https%3A%2F%2Fwww.muckrock.com%2Faccounts%2Flogin%2F%3Fnext%3D%252Faccounts%252Fagency_login%252Foffice-of-the-mayor-3891%252Femail-and-electronic-communications-audit-sf-mayor-

76434%252F%253Femail%253Dsotf%252540sfgov.org&url_auth_token=AAAxJIxKbHL78P4hPis99lsuo1Y%3A1i2lTz%3A_xO9VrpGcnZmAt3hCgEa7lDWyug
Is this email coming to the wrong contact? Something else wrong? Use the above link to let us know.

For mailed responses, please address (see note):
MuckRock News
DEPT MR 76434
411A Highland Ave
Somerville, MA 02144-2516

PLEASE NOTE: This request is not filed by a MuckRock staff member, but is being sent through MuckRock by the above in order to better track, share, and manage public records requests. Also note that improperly addressed (i.e., with the requester's name rather than "MuckRock News" and the department number) requests might be returned as undeliverable.

On Aug. 26, 2019:
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)
Good Evening Mr. Heckel,

** NOTE: this is a public mailbox, and all of your responses (including disclosed records) may be automatically and instantly available to the general public on the MuckRock.com service used to issue this request (though I am not a MuckRock representative). **

I will be filing in the immediate future an SOTF complaint regarding: the lack of headers/metadata, the use of PDFs instead of .msg/.eml formats, and the use of image PDFs instead of textual PDFs, and your failure to identify with particularity specifically which laws apply to which redactions. The issues are quite similar to those you heard in your own case SOTF 19047, and in the SOTF 19044 case re: the city attorney. However, we will be emphasizing the image PDF and lack of redaction specificity issues in this new case.

In addition, this is a further immediate disclosure request for the following:
PART 3: all instruments used to inquire of each official as to whether they possess any responsive records of our July 2, 2019 request, and all of the responses of the official or their legal representatives (including all affidavits/declarations that no responsive records exists)

I understand such instruments would not have existed on the date of my original request, by definition, so I am re-requesting them now.
Since a City of San Jose v Superior Court (2017) search was requested for various officials' personal property, and you have indicated no responsive records existed, we believe such instruments must exist.

Thanks,
Anonymous

On July 29, 2019:
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)
VIA ELECTRONIC MAIL

Requestor: Anonymous
76434-70600365@requests.muckrock.com<mailto:76434-70600365@requests.muckrock.com>

July 29, 2019

Re: Amended and Supplemental Response to Public Records Request Received July 2, 2019

Dear Anonymous:

This amends and supplements our July 26, 2019 response to your Public Records Request, attached, entitled Email and Electronic Communications Audit, received by the Office of the Mayor on July 2, 2019. We previously invoked an extension of time to continue our response under Government Code § 6253(c) and San Francisco Admin. Code § 67.25(b) for up to 14 days from the original due date because of the need for consultation with other city departments and the potential volume of requested materials. We then responded and provided responsive documents on July 26, 2019.

Amended and Supplemental Response Dated July 29, 2019

We have completed our search and consultation and are attaching herewith responsive records located in the possession of the Office of the Mayor. The documents have been provided in multiple emails due to file size. Please note that responsive emails from official city email accounts have been provided for all of the requested custodians. Additionally, responsive text messages from personal devices pertaining to city business have been provided for Communications Director Jeff Cretan, Liaison to the Board of Supervisors Sophia Kittler and Compliance Officer Hank Heckel. No such responsive texts were located for the other requested custodians. Existing messages received using Signal pertaining to city business have been provided for Chief of Staff, Sean Elsbernd. These communications are provided herewith as a supplemental production. No responsive communications in the other electronic media named were located for the requested custodians.

The responsive documents have been provided in a PDF format for its ease of transferability and accessibility, consistent with Cal. Gov. Code 6253.9(a)(1). Metadata from any native format has not been provided to avoid risks to the security and integrity of the city's data system and avoid the release of exempt confidential or privileged information. Pursuant to Cal. Gov. Code 6253.9 (f), an agency is not required to provide an electronic record in an electronic format that would jeopardize or compromise the security or integrity of the original record or its data system. The PDF format ensures the security and integrity of the original record.

Please note that certain documents have been withheld on the basis of the attorney-client privilege and/or the attorney work product doctrine. Gov't Code § 6254(k); Evid. Code § 954; Code of Civ. Proc. § 2018.030; Gov't Code § 6276.04; Admin. Code § 67.21(k).

Please note that certain personal information such as private email addresses, phone numbers and personal addresses has been redacted to avoid an unwarranted breach of personal privacy. See Cal. Govt. Code Secs. 6254(c), 6254(k); California Constitution, Art. I, Sec. 1.

Please note that certain information has been redacted on the basis of the attorney-client privilege. Gov't Code § 6254(k); Evidence Code § 954; Admin. Code § 67.21(k).

Please also note that certain call-in information has been redacted pursuant to the official information privilege. See Cal. Evid. Code Sec. 1040(b)(2).

Please note that certain identifying information has been redacted to protect the identity of certain individuals involved in ongoing hiring processes. See Cal. Govt. Code Secs. 6254(c), Admin. Code § 67.24(c).

Please note that we are responding only on behalf of the Office of the Mayor and not on behalf of other City Departments. If you have any questions about your request or would like to submit another public records request,

please feel free to contact us at mayorsunshinerequests@sfgov.org.
Best Regards,

Hank Heckel
Compliance Officer
Office of Mayor London N. Breed
City and County of San Francisco

On July 27, 2019:
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)
Dear Anonymous,

Please note that in addition to the redactions noted below, the attached files also contain redactions of information that is exempt because it constitutes draft recommendations of the author (Admin. Code § 67.25(a), (e)). Please note that these files also contain redactions of personal communications in text screenshots that do not relate to city business and are therefore exempt from disclosure due to personal privacy interests (California Constitution, Art. I, Sec. 1).
Regards,

Hank Heckel
Compliance Officer
Office of Mayor London N. Breed
City and County of San Francisco

On July 27, 2019:
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)
Dear Anonymous,

Please note that in addition to the redactions noted below, the attached files also contain redactions of information withheld due to a law enforcement investigation exemption (Cal Gov. Code 6254(f)); informer identity protections (Cal. Evidence Code 1040) and/or due to personal privacy interests (California Constitution, Art. I, Sec. 1).
Regards,

Hank Heckel
Compliance Officer
Office of Mayor London N. Breed
City and County of San Francisco

On July 27, 2019:
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

From: Heckel, Hank (MYR)
Sent: Friday, July 26, 2019 10:11 PM
To: MayorSunshineRequests, MYR (MYR) <mayorsunshinerequests@sfgov.org>; 76434-70600365@requests.muckrock.com
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

From: Heckel, Hank (MYR)
Sent: Friday, July 26, 2019 10:06 PM
To: MayorSunshineRequests, MYR (MYR)

<mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>; '76434-70600365@requests.muckrock.com' <76434-70600365@requests.muckrock.com<mailto:76434-70600365@requests.muckrock.com>>
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

From: Heckel, Hank (MYR)
Sent: Friday, July 26, 2019 10:00 PM
To: MayorSunshineRequests, MYR (MYR)
<mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>; 76434-70600365@requests.muckrock.com<mailto:76434-70600365@requests.muckrock.com>
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

From: Heckel, Hank (MYR)
Sent: Friday, July 26, 2019 9:32 PM
To: MayorSunshineRequests, MYR (MYR)
<mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>; 76434-70600365@requests.muckrock.com<mailto:76434-70600365@requests.muckrock.com>
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

From: Heckel, Hank (MYR)
Sent: Friday, July 26, 2019 9:19 PM
To: MayorSunshineRequests, MYR (MYR)
<mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>; 76434-70600365@requests.muckrock.com<mailto:76434-70600365@requests.muckrock.com>
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

From: Heckel, Hank (MYR)
Sent: Friday, July 26, 2019 9:17 PM
To: MayorSunshineRequests, MYR (MYR)
<mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>; '76434-70600365@requests.muckrock.com' <76434-70600365@requests.muckrock.com<mailto:76434-70600365@requests.muckrock.com>>
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

Dear Anonymous,

Please see the additional responsive records. Please note that in addition to the redactions noted below regarding privilege, personal privacy, official information dial-in numbers and codes, and open personnel decisions, these files contain redactions of information that is exempt from disclosure because it relates to ongoing negotiations regarding real estate and/or constitutes draft recommendations of the author. See Admin. Code § 67.25(a), (e).

Additional responsive documents will follow in separate emails due to file size.

Regards,

Hank Heckel
Compliance Officer
Office of Mayor London N. Breed
City and County of San Francisco

From: MayorSunshineRequests, MYR (MYR)
Sent: Friday, July 26, 2019 8:54 PM

To: MayorSunshineRequests, MYR (MYR)
<mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>; 76434-70600365@requests.muckrock.com<mailto:76434-70600365@requests.muckrock.com>
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

From: MayorSunshineRequests, MYR (MYR)
<mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>
Sent: Friday, July 26, 2019 8:53 PM
To: MayorSunshineRequests, MYR (MYR)
<mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>; 76434-70600365@requests.muckrock.com<mailto:76434-70600365@requests.muckrock.com>
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

From: MayorSunshineRequests, MYR (MYR)
<mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>
Sent: Friday, July 26, 2019 7:05 PM
To: MayorSunshineRequests, MYR (MYR)
<mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>; 76434-70600365@requests.muckrock.com<mailto:76434-70600365@requests.muckrock.com>
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

VIA ELECTRONIC MAIL

Requestor: Anonymous
76434-70600365@requests.muckrock.com<mailto:76434-70600365@requests.muckrock.com>

July 26, 2019

Re: Public Records Request Received July 2 2019

Dear Anonymous:

This further responds to your request attached, entitled Email and Electronic Communications Audit, received by the Office of the Mayor on July 2, 2019. We previously invoked an extension of time to continue our response under Government Code § 6253(c) and San Francisco Admin. Code § 67.25(b) for up to 14 days from the original due date because of the need for consultation with other city departments and the potential volume of requested materials.

Response Dated July 26, 2019

We have completed our search and consultation and are attaching herewith responsive records located in the possession of the Office of the Mayor. The documents are provided in multiple emails due to file size. Please note that responsive emails from official city email accounts are provided for all of the requested custodians. Additionally, responsive text messages from personal devices pertaining to city business have been provided for Communications Director Jeff Cretan, Liaison to the Board of Supervisors Sophia Kittler and Compliance Officer Hank Heckel. No such responsive texts were located for the other requested custodians. Further, no responsive communications in the other electronic media named were located for the requested custodians.

The responsive documents have been provided in a PDF format for its ease of transferability and accessibility, consistent with Cal. Gov. Code 6253.9(a)(1). Metadata from any native format has not been provided to avoid risks to the security and integrity of the city's data system and avoid the release of exempt confidential or privileged information. Pursuant to Cal. Gov. Code 6253.9 (f), an agency is not required to provide an electronic record in an electronic format that would

jeopardize or compromise the security or integrity of the original record or its data system. The PDF format ensures the security and integrity of the original record.

Please note that certain documents have been withheld on the basis of the attorney-client privilege and/or the attorney work product doctrine. Gov't Code § 6254(k); Evid. Code § 954; Code of Civ. Proc. § 2018.030; Gov't Code § 6276.04; Admin. Code § 67.21(k).

Please note that certain personal information such as private email addresses, phone numbers and personal addresses has been redacted to avoid an unwarranted breach of personal privacy. See Cal. Govt. Code Secs. 6254(c), 6254(k); California Constitution, Art. I, Sec. 1.

Please note that certain information has been redacted on the basis of the attorney-client privilege. Gov't Code § 6254(k); Evidence Code § 954; Admin. Code § 67.21(k).

Please also note that certain call-in information has been redacted pursuant to the official information privilege. See Cal. Evid. Code Sec. 1040(b)(2).

Please note that certain identifying information has been redacted to protect the identity of certain individuals involved in ongoing hiring processes. See Cal. Govt. Code Secs. 6254(c), Admin. Code § 67.24(c).

Please note that we are responding only on behalf of the Office of the Mayor and not on behalf of other City Departments. If you have any questions about your request or would like to submit another public records request, please feel free to contact us at mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>.

Best Regards,

Hank Heckel
Compliance Officer
Office of Mayor London N. Breed
City and County of San Francisco

From: MayorSunshineRequests, MYR (MYR)
<mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>
Sent: Friday, July 12, 2019 3:54 PM
To: 76434-70600365@requests.muckrock.com<mailto:76434-70600365@requests.muckrock.com>;
MayorSunshineRequests, MYR (MYR) <mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

Dear Requestor,

This is in response to your request below received by the Office of the Mayor on July 2, 2019. We are processing our response to your inquiry. Please note that we are invoking an extension of time to continue our response under Government Code § 6253(c) and San Francisco Admin. Code § 67.25(b) for up to 14 days from the original due date because of the need for consultation with other city departments and the potential volume of requested materials.

We understand our obligation to conduct this consultation with all practicable speed and anticipate completing our production of any responsive documents no later than July 26, 2019.

If you have any questions about your request please let us know.

Regards,

Hank Heckel
Compliance Officer
Office of Mayor London N. Breed
City and County of San Francisco

From: 76434-70600365@requests.muckrock.com<mailto:76434-70600365@requests.muckrock.com> <76434-70600365@requests.muckrock.com<mailto:76434-70600365@requests.muckrock.com>>
Sent: Friday, July 12, 2019 2:01 AM
To: MayorSunshineRequests, MYR (MYR)
<mayorsunshinerequests@sfgov.org<mailto:mayorsunshinerequests@sfgov.org>>
Subject: RE: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

July 12, 2019

This is a follow up to a previous request:

To Whom It May Concern:

I wanted to follow up on the following California Public Records Act request, copied below, and originally submitted on July 2, 2019. Please let me know when I can expect to receive a response.

Thanks for your help, and let me know if further clarification is needed.

Filed via MuckRock.com
E-mail (Preferred): 76434-70600365@requests.muckrock.com<mailto:76434-70600365@requests.muckrock.com>
Upload documents directly:
https://accounts.muckrock.com/accounts/login/?next=https%3A%2F%2Fwww.muckrock.com%2Faccounts%2Flogin%2F%3Fnext%3D%252Faccounts%252Fagency_login%252Foffice-of-the-mayor-3891%252Femail-and-electronic-communications-audit-sf-mayor-76434%252F%253Femail%253Dmayorsunshinerequests%252540sfgov.org&url_auth_token=AAAxJIxKbHL78P4hPis99lsuo1Y%3A1hlrQ8%3A5YfOmKj4HBhldPSV3l5DcZr9f54
Is this email coming to the wrong contact? Something else wrong? Use the above link to let us know.

For mailed responses, please address (see note):
MuckRock News
DEPT MR 76434
411A Highland Ave
Somerville, MA 02144-2516

PLEASE NOTE: This request is not filed by a MuckRock staff member, but is being sent through MuckRock by the above in order to better track, share, and manage public records requests. Also note that improperly addressed (i.e., with the requester's name rather than "MuckRock News" and the department number) requests might be returned as undeliverable.

On July 2, 2019:
Subject: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)
RE: Email and Electronic Communications Audit

To Whom It May Concern:

** NOTE: this is a public mailbox, and all of your responses (including disclosed records) may be automatically and instantly available to the general public on the MuckRock.com service used to issue this request (though I am not a MuckRock representative). **

We request under the San Francisco Sunshine Ordinance (Ordinance) and the California Public Records Act (CPRA) the following items from the Mayor's Office.
Similar requests were recently made of the Board of Supervisors and Clerk. If a person has multiple email addresses (including but not limited to email aliases), 10 emails from each are requested. For example the Mayor may have a public-facing email alias and also an email address she uses to do business internally- 10 from each are requested. Please do not include spam or product advertisement emails.

We remind you of your obligations to provide electronic records in the original format you hold them in. Therefore, e-mails exported in the .eml or .msg format with all non-exempt headers, metadata, attachments, etc. are best. However, if you choose to convert emails, for example, to PDF or printed format, to easily redact them, you must ensure that you have preserved the full content of the original email record (as specified in request "A"), which contains many detailed headers beyond the generally used From/To/Subject/Sent/etc. For the chat apps, a screenshot or print-out is acceptable.

If you use PDF, use properly redacted searchable or text pdfs. Please don't use image PDFs to make it harder to analyze the records.
If you provide PDFs instead of original email files, only give a few of the headers or lacking attachments/images, and/or improperly withhold public records that exist on private accounts/devices you may be in violation of SF Admin Code and/or CPRA, and we may challenge your decision at the Sunshine Ordinance Task Force, Supervisor of Records, judicially, and/or via any other remedies available to us. I currently have pending petitions to the Task Force and Supervisor of Records to correct prior disclosure failures of electronic information from your and other SF agencies.

You must justify all withholding.

Provide records in a rolling fashion. Do not wait for all records to be available.

Please provide only those copies of records available without any fees. If you determine certain records would require fees, please instead provide the required free notice of which of those records are available and non-exempt for inspection in-person if we so choose. Please use email to respond.

I look forward to your prompt disclosure.

PART 1 - Email

A. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails RECEIVED BY EACH OFFICIAL government email account of
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

B. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails SENT FROM EACH OFFICIAL government email account of

1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

C. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails IN THE DRAFT or OUTBOX folder of EACH OFFICIAL government email account of the following. Please remember the special Sunshine exceptions to CPRA draft withholding under SF Admin Code 67.24(a).

1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

D. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails regarding the public's business (specifically those disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017)) SENT FROM EACH PERSONAL email account(s) of the following officials, TO/CC/BCC any sfgov.org email address. If NO such emails exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.

1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

E. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails regarding the public's business (specifically those disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017)) RECEIVED BY EACH PERSONAL email account(s) of the following officials, FROM any sfgov.org email address. If NO such emails exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.

1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director

7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

PART 2 - Chat/Messaging

As used below "Conversations" include but are not limited to any metadata records showing that a conversation had taken place but is now deleted (due to expiration for example).
Various types of apps are mentioned below.

A. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Facebook Messenger]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

B. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Telegram]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

C. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Slack]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

D. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Google Hangouts]:

1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

E. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Signal]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

F. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [SMS/MMS/text messages]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

G.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [Facebook Messenger], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

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2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
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8. Compliance Officer

PART 3: all instruments used to inquire of each official as to whether they possess any responsive records above, and all of their responses

Sincerely,
Anonymous

Filed via MuckRock.com
E-mail (Preferred): 76434-70600365@requests.muckrock.com<mailto:76434-70600365@requests.muckrock.com>
Upload documents directly:
https://accounts.muckrock.com/accounts/login/?next=https%3A%2F%2Fwww.muckrock.com%2Faccounts%2Flogin%2F%3Fnext%3D%252Faccounts%252Fagency_login%252Foffice-of-the-mayor-3891%252Femail-and-electronic-communications-audit-sf-mayor-76434%252F%253Femail%253Dmayorsunshinerequests%252540sfgov.org&url_auth_token=AAAxJIxKbHL78P4hPis99lsuo1Y%3A1hlrQ8%3A5YfOmKj4HBhldPSV3l5DcZr9f54
Is this email coming to the wrong contact? Something else wrong? Use the above link to let us know.

For mailed responses, please address (see note):
MuckRock News
DEPT MR 76434
411A Highland Ave
Somerville, MA 02144-2516

PLEASE NOTE: This request is not filed by a MuckRock staff member, but is being sent through MuckRock by the above in order to better track, share, and manage public records requests. Also note that improperly addressed (i.e., with the requester's name rather than "MuckRock News" and the department number) requests might be returned as undeliverable.
[http://email.requests.muckrock.com/o/eJw1zUEOgyAQAMDXlCNZLAvugUMT4zcadRclFkmhNunv20s_MMMB0akUOjAE3nRAAAja6HEYPPQ3BBxhcJYuFqo8T2mvpvO57LUsu15KVlu4Es8sPPuIYmJ05GJkOxmaRbj3nZI8pcc9cSCyPYKqIU-fUtt5tC0d8nd_RYtreetS1y_4iC-s]

On July 2, 2019:
Subject: California Public Records Act Request: Email and Electronic Communications Audit (SF Mayor)
RE: Email and Electronic Communications Audit

To Whom It May Concern:

** NOTE: this is a public mailbox, and all of your responses (including disclosed records) may be automatically and instantly available to the general public on the MuckRock.com service used to issue this request (though I am not a MuckRock representative). **

We request under the San Francisco Sunshine Ordinance (Ordinance) and the California Public Records Act (CPRA) the following items from the Mayor's Office.
Similar requests were recently made of the Board of Supervisors and Clerk. If a person has multiple email addresses (including but not limited to email aliases), 10 emails from each are requested. For example the Mayor may have a public-facing email alias and also an email address she uses to do business internally- 10 from each are requested. Please do not include spam or product advertisement emails.

We remind you of your obligations to provide electronic records in the original format you hold them in. Therefore, e-mails exported in the .eml or .msg format with all non-exempt headers, metadata, attachments, etc. are best. However, if you choose to convert emails, for example, to PDF or printed format, to easily redact them, you must ensure that you have preserved the full content of the original email record (as specified in request "A"), which contains many detailed headers beyond the generally used From/To/Subject/Sent/etc. For the chat apps, a screenshot or print-out is acceptable.

If you use PDF, use properly redacted searchable or text pdfs. Please don't use image PDFs to make it harder to analyze the records.
If you provide PDFs instead of original email files, only give a few of the headers or lacking attachments/images, and/or improperly withhold public records that exist on private accounts/devices you may be in violation of SF Admin Code and/or CPRA, and we may challenge your decision at the Sunshine Ordinance Task Force, Supervisor of Records, judicially, and/or via any other remedies available to us. I currently have pending petitions to the Task Force and Supervisor of Records to correct prior disclosure failures of electronic information from your and other SF agencies.

You must justify all withholding.

Provide records in a rolling fashion. Do not wait for all records to be available.

Please provide only those copies of records available without any fees. If you determine certain records would require fees, please instead provide the required free notice of which of those records are available and non-exempt for inspection in-person if we so choose. Please use email to respond.

I look forward to your prompt disclosure.

PART 1 - Email

A. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails RECEIVED BY EACH OFFICIAL government email account of
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'

4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

B. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails SENT FROM EACH OFFICIAL government email account of
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

C. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails IN THE DRAFT or OUTBOX folder of EACH OFFICIAL government email account of the following. Please remember the special Sunshine exceptions to CPRA draft withholding under SF Admin Code 67.24(a).
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

D. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails regarding the public's business (specifically those disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017)) SENT FROM EACH PERSONAL email account(s) of the following officials, TO/CC/BCC any sfgov.org email address. If NO such emails exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
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E. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails regarding the public's business (specifically those disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017)) RECEIVED BY EACH PERSONAL email account(s) of the following officials, FROM any sfgov.org email address. If NO such emails exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.

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8. Compliance Officer

PART 2 - Chat/Messaging

As used below "Conversations" include but are not limited to any metadata records showing that a conversation had taken place but is now deleted (due to expiration for example).
Various types of apps are mentioned below.

A. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Facebook Messenger]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
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5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
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1. Mayor Breed
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PART 3: all instruments used to inquire of each official as to whether they possess any responsive records above, and all of their responses

Sincerely,
Anonymous

Filed via MuckRock.com
E-mail (Preferred): 76434-70600365@requests.muckrock.com
Upload documents directly:
https://accounts.muckrock.com/accounts/login/?next=https%3A%2F%2Fwww.muckrock.com%2Faccounts%2Flogin%2F%3Fnext%3D%252Faccounts%252Fagency_login%252Foffice-of-the-mayor-3891%252Femail-and-electronic-communications-audit-sf-mayor-76434%252F%253Femail%253Dsotf%252540sfgov.org&url_auth_token=AAAxJIxKbHL78P4hPis99lsuo1Y%3A1i2lTz%3A_xO9VrpGcnZmAt3hCgEa7lDWyug
Is this email coming to the wrong contact? Something else wrong? Use the above link to let us know.

For mailed responses, please address (see note):
MuckRock News
DEPT MR 76434
411A Highland Ave
Somerville, MA 02144-2516

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76434-70600365@requests.muckrock.com (Anonymous requestor)
Please use email only. I am an anonymous user of MuckRock.com, not a MuckRock representative.

SUNSHINE ORDINANCE TASK FORCE
Room 244 - Tel. (415) 554-7724; Fax (415) 554-7854
1 Dr. Carlton B. Goodlett Place
San Francisco CA 94102
cc: Office of the Mayor (mayorsunshinerequests@sfgov.org)
sent via email and web-form to Task Force, email to Office of Mayor

Our ref.
#76434

Date
2019-08-26

RE: SF Sunshine Ordinance Complaint against Office of Mayor, ref 76434

To Whom It May Concern:

NOTE: Every response you send or provide (including all responsive records) may be automatically and immediately visible to the general public on the MuckRock.com web service used to issue this request. (I am not a representative of MuckRock)

A. METADATA:

Complainant Name: (Anonymous - use email 76434-70600365@requests.muckrock.com)

Date of Request: July 2, 2019 and August 22, 2019

Alleged Violations: 67.21, 67.26, 67.27, 67.29-7

Complaint Against Employees (listed by official capacity): London N. Breed (Mayor), Hank Heckel (Compliance Officer), Tyrone Jue (Senior Advisor), Sean Elsbernd (Chief of Staff), Andres Power (Policy Director), Andrea Bruss (Deputy Chief of Staff), Marjan Philhour (Senior Advisor), Jeff Cretan (Communications Director), Sophia Kittler (Liaison to the Board)

Complaint Against Agency: Office of Mayor

Responsive records received are too voluminous to include in this complaint – we request the respondent provide them in their required response to the SOTF.

B. NARRATIVE:

On July 2, 2019 we sent a San Francisco Sunshine Ordinance (Ordinance) and California Public Records Act (CPRA) request to the Office of Mayor (enclosed herein as Exhibit A) for, *inter alia*:

- emails sent and received by each official government email account of 7 employees and 1 class of employees of the Mayor's office
- City of San Jose v Superior Court (2017) search for emails sent and received by each personal email account of 7 employees and 1 class of employees of the Mayor's office, re: the people's business
- communications sent and received via various communications applications/media (Facebook Messenger, Telegram, Slack, Google Hangouts, Signal, SMS/MMS/text messages) of 7 employees and 1 class of employees of the Mayor's office on their official government accounts
- City of San Jose v Superior Court (2017) search for communications sent and received via various communications applications/media (Facebook Messenger, Telegram, Slack, Google Hangouts, Signal, SMS/MMS/text messages) of 7 employees and 1 class of employees of the Mayor's office on their personal accounts, to the extent they are related to the people's business

Respondents provided records on July 26 (response Exhibit B, records Exhibit D) and July 29, 2019 (response Exhibit C, records Exhibit E). We do not dispute the timeliness of the July 26 response, nor of the supplemental response on July 29.

On August 22, 2019 we sent an unrelated Ordinance/CPRA request regarding the Custodians of Records Working Group to the Office of Mayor for other communications (Exhibit F). Heckel provided[1] records on Aug. 23 (response Exhibit G, record Exhibit H). The allegations for this request are similar to the first request, with the same Respondent agency, and thus only one complaint is being filed.

C. COMPLAINTS:

I make the following allegations. I am not an attorney, so my understanding is associated with proper sections of the law to the best of my (lay) ability. Please also see our prior arguments regarding this issue in *19044 Anonymous v. Office of City Attorney, et. al* which are incorporated by reference here (`https://sfgov.org/sunshine/sites/default/files/complaint082019_item7.pdf`, P341–343, P355–358; and `https://cdn.muckrock.com/outbound_request_attachments/Anonymous_2859385/72056/5-SF-Attorney-Email-Appeal-SOTF-19044-followup.pdf`). However, this complaint also involves some issues not covered in 19044.

1. Violations of SF Admin Code Sec. 67.29-7

67.29-7 ("...(a) The Mayor and all Department Heads shall maintain and preserve in a professional and businesslike manner all documents and correspondence, including but not limited to letters, e-mails, drafts, memorandum, invoices, reports and proposals and shall disclose all such records in accordance with this ordinance....") is being violated by the Respondents' personal use of apps like "Signal" to communicate about the public's business. We allege that use of the "Signal" app

[1]These records were sent to the wrong email address, but I received them nonetheless on time.

and/or personal accounts for communication regarding the people's business does not constitute "professional and businesslike" preservation of correspondence.

The "Signal" app is a third-party mobile application permitting encrypted and automatically-expiring communications[2]. Exhibit E is a record produced by Respondent Elsbernd including communication using Signal with what appears to be Respondent Jue regarding former SFMTA Director of Transportation Ed Reiskin. Respondent Jue was on July 2 and still is "Senior Advisor to the Mayor on the Environment"[3] and was therefore within the scope of our July 2 request. Note that Respondent Jue failed to provide this Signal record in their production. If they were unable to preserve their side of the communication and therefore provide it, this is evidence of a failure to preserve correspondence in a "professional and businesslike" manner. If Respondents are using the automatic expiration of Signal, Google Hangouts, or other communications, that is also a failure to preserve correspondence in a "professional and businesslike" manner.

2. Violations of SF Admin Code Sec. 67.27. Justification Of Withholding

Heckel's responses did not justify withholding portions of the responsive email records (namely the headers and metadata, which we had specifically requested in our original request). No statutory nor case law authority was provided. Note Heckel provided an argument (which we believe to be wrong, see below) for why he had not provided the *original format*. However, he did not provide any justification for withholding the header and metadata information, even in PDF format. Our original request did indicate that if the Mayor were to convert the records to PDF format, we still wanted the entire record with all headers, metadata, etc. For example, the public employee e-mail addresses in the 'From' and 'To' of the various emails are non-exempt public information, but nearly all of them are withheld in the responsive emails, without any justification.

3. Violations of SF Admin Code Sec. 67.26. Withholding Kept To A Minimum

Responsive records as provided did not withhold the minimum necessary portions of the emails requested. While it may be argued that some of the headers of an email item could be withheld for privacy or security reasons (though we do not concede such point), that does not mean the Mayor can withhold all portions of the email headers/metadata *carte blanche*. Full headers and metadata have been produced by the City for years: `https://sanfrancisco.nextrequest.com/documents?filter=.msg`.

Furthermore, the numerous non-metadata redactions in the responsive records should be "keyed by footnote or other clear reference to the appropriate justification for withholding required by section 67.27 of this article." (SFAC 67.26) Instead, the justifications are enumerated only in the response letter, preventing us from understanding precisely which reason is associated with which redaction.

As described in Complaint 1, Exhibit E is a record produced by Respondent Elsbernd including communication using Signal with what appears to be Respondent Jue regarding former SFMTA Director of Transportation Ed Reiskin. Respondent Jue was on July 2 and still is "Senior Advisor to

[2] `https://en.wikipedia.org/wiki/Signal_(software)`
[3] `https://www.linkedin.com/in/tyronejue/`

the Mayor on the Environment" and was therefore within the scope of our July 2 request. Note that Respondent Jue failed to provide this Signal record in their production. If this communication was preserved and is in the possession of the Respondents, then this record was improperly withheld.

4. Violations of SF Admin Code Sec. 67.21. Process For Gaining Access To Public Records; Administrative Appeals.

67.21(b) ("...If the custodian believes the record or information requested is not a public record or is exempt, the custodian shall 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 under express provisions of this ordinance....") was violated by Heckel's July 26, 2019 response wherein he did not indicate that the Mayor was withholding the remaining portions of the full email item records, with headers and metadata.

67.21(l) ("Inspection and copying of documentary public information stored in electronic form shall be made available to the person requesting the information in any form requested which is available to or easily generated by the department...") was violated since Respondents provided the emails requested in scanned/image PDF format and not the raw/original format or the '.msg/.eml' format requested. The original format or the '.msg/.eml' format contains those additional headers we requested. .msg format is "easily generated" by Respondents as it is a built-in feature of Microsoft Outlook and Exchange (for example, select an email, click File and Save as and select "Outlook message format", "Outlook message format - Unicode"). '.msg' formats have been produced by the City for years: `https://sanfrancisco.nextrequest.com/documents?filter=.msg`. On Aug. 22, the Dept. of Public Works produced over 200 '.msg' emails in less than 48 hrs of a request: `https://sanfrancisco.nextrequest.com/requests/19-3456`.

Furthermore, the use of image PDFs is an especially egregious violation of 67.21(l). Textual PDFs are easy to generate - emails can be printed directly to text PDF format and then redacted in Adobe Acrobat. Instead, the email PDFs provided to us were clearly printed to hardcopy then scanned into an image format. We know text PDFs are "easily generated" since they are recommended by the Good Government Guide pg. 101[4] and because a portion of the responsive PDFs *were* provided in text format in this very request.

5. Violations of CA Govt Code 6253.9

6253.9(a)(1) ("...The agency shall make the information available in any electronic format in which it holds the information....") was violated for reasons stated under the second paragraph of complaint #4.

6. Violations of CA Govt Code 6253

6253(a) ("Any reasonably segregable portion of a record shall be available for inspection by any person requesting the record after deletion of the portions that are exempted by law.") was violated for reasons stated under complaint #3. Portions of the responsive email records (headers, metadata)

[4] `https://www.sfcityattorney.org/wp-content/uploads/2019/02/Good-Government-Guide-February-2019.pdf`

that are not exempt under the law were deleted by using the PDF print-out formats that the Mayor chose.

7. Violations of CA Govt Code 6255

6255(a) was violated for reasons stated under complaint #2.

D. REBUTTALS:

1. CA Govt Code 6253.9(a)(1) does not permit use of formats for "transferability and accessibility"

In Heckel's July 26 and 29 responses, the Office of the Mayor argued "The responsive documents have been provided in a PDF format for its ease of transferability and accessibility, consistent with Cal. Gov. Code 6253.9(a)(1)"

By its plain language, that is not what 6253.9(a)(1) requires. CA Govt Code 6253.9(a) reads:

> (a) Unless otherwise prohibited by law, any agency that has information that constitutes an identifiable public record not exempt from disclosure pursuant to this chapter that is in an electronic format shall make that information available in an electronic format when requested by any person and, when applicable, shall comply with the following:
>
> - (1) The agency shall make the information available in any electronic format in which it holds the information.
>
> - (2) Each agency shall provide a copy of an electronic record in the format requested if the requested format is one that has been used by the agency to create copies for its own use or for provision to other agencies. The cost of duplication shall be limited to the direct cost of producing a copy of a record in an electronic format.

Since there is no ambiguity in the statute's language, 6253.9(a)(1) should be given its plain meaning. Nothing in this clause refers to conversion of files for transferability and accessibility.

2. CA Govt Code 6253.9(f) and 6254.19 do not exempt all headers/metadata nor preclude .msg/.eml production of emails

Respondents' justification under 6253.9(f) does not meet the precise wording of the statute[5].

[5]6253.9(f) states "(f) Nothing in this section shall be construed to require the public agency to release an electronic record in the electronic form in which it is held by the agency if its release would jeopardize or compromise the security or integrity of the original record or of any proprietary software in which it is maintained." (emphasis mine)

Note that SFAC 67.21(l) requires release not only of the "electronic form in which it is held by the agency" but also any form that is "easily generated." These other "easily generated" forms are not the "form in which it is held by the agency" and therefore a plain construction of both statutes would indicate 6253.9(f) is not a valid justification to withhold .msg emails. *(cont.)*

Furthermore, emails are not "information security records" under 6254.19. *Certain* headers might be, but not emails as a whole.

Email headers include many headers that are completely unrelated to security concerns (for example, the date an email was sent and received, the exact email addresses of the sender and all recipients, and who sent the email on behalf of whom). The .msg format does not preclude redaction of any arguably sensitive headers.

The City has had no security qualms about production of .msg emails with headers in other requests (see for example: `https://sanfrancisco.nextrequest.com/documents/1669341/`).

E. RELIEF REQUESTED

I ask your Task Force to find violations by the respondents of each of SFAC 67.21, 67.26, 67.27, and 67.29-7.

I ask your Task Force to direct Respondents to:

- refrain from use of personal accounts and/or the "Signal" app to communicate about the people's business
- produce all remaining "Signal" records
- produce the full emails we originally requested, with redaction of only those headers or meta-data (if any) that can be justified legally and explicitly.
- produce the full emails we originally requested, in .msg or .eml format.
- produce any PDFs that they do produce in text format instead of scanned/image format.
- identify all remaining redaction justifications with particularity, using footnotes, for example.

I ask for a hearing, to the extent possible given my desire to remain anonymous. I have a parallel pending complaint (*19044 Anonymous v. Office of City Attorney, et. al*) against the Office of the City Attorney for similar (but not identical) claims regarding alleged failure to disclose emails in their full, original electronic format. However, this new case has additional allegations not covered therein.

I reserve my right to petition the Supervisor of Records and/or any judicial remedies that may be available.

encl: Exhibits

Moreover, 6253.9(f) only limits release required "in this section" meaning Gov Code 6253.9.

This is, however, an absurd result, and we do not request your Task Force to interpret 6253.9(f) in such a way. Perhaps the CPRA and Ordinance need to be revised to be more harmonious. We read 6253.9(f) to mean: "(f) A public agency is not required to release an electronic record in any electronic form if its release would jeopardize or compromise the security or integrity of the original record or of any proprietary software in which it is maintained." We believe we prevail even when interpreting 6253.9(f) in such a manner more generous to the Respondents.

EXHIBIT A

RE: Email and Electronic Communications Audit

To Whom It May Concern:

**** NOTE: this is a public mailbox, and all of your responses (including disclosed records) may be automatically and instantly available to the general public on the MuckRock.com service used to issue this request (though I am not a MuckRock representative). ****

We request under the San Francisco Sunshine Ordinance (Ordinance) and the California Public Records Act (CPRA) the following items from the Mayor's Office. Similar requests were recently made of the Board of Supervisors and Clerk. If a person has multiple email addresses (including but not limited to email aliases), 10 emails from each are requested. For example the Mayor may have a public-facing email alias and also an email address she uses to do business internally- 10 from each are requested. Please do not include spam or product advertisement emails.

We remind you of your obligations to provide electronic records in the original format you hold them in. Therefore, e-mails exported in the .eml or .msg format with all non-exempt headers, metadata, attachments, etc. are best.
However, if you choose to convert emails, for example, to PDF or printed format, to easily redact them, you must ensure that you have preserved the full content of the original email record (as specified in request "A"), which contains many detailed headers beyond the generally used From/To/Subject/Sent/etc. For the chat apps, a screenshot or print-out is acceptable.

If you use PDF, use properly redacted searchable or text pdfs. Please don't use image PDFs to make it harder to analyze the records.
If you provide PDFs instead of original email files, only give a few of the headers or lacking attachments/images, and/or improperly withhold public records that exist on private accounts/devices you may be in violation of SF Admin Code and/or CPRA, and we may challenge your decision at the Sunshine Ordinance Task Force, Supervisor of Records, judicially, and/or via any other remedies available to us. I currently have pending petitions to the Task Force and Supervisor of Records to correct prior disclosure failures of electronic information from your and other SF agencies.

You must justify all withholding.

Provide records in a rolling fashion. Do not wait for all records to be available.

Please provide only those copies of records available without any fees. If you determine certain records would require fees, please instead provide the required free notice of which of those records are available and non-exempt for inspection in-person if we so choose. Please use email to respond.

I look forward to your prompt disclosure.

PART 1 - Email

A. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails RECEIVED BY EACH OFFICIAL government email account of
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

B. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails SENT FROM EACH OFFICIAL government email account of
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

C. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails IN THE DRAFT or OUTBOX folder of EACH OFFICIAL government email account of the following. Please remember the special Sunshine exceptions to CPRA draft withholding under SF Admin Code 67.24(a).
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

D. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those

explicitly exempted by the Ordinance, of the most recent 10 emails regarding the public's business (specifically those disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017)) SENT FROM EACH PERSONAL email account(s) of the following officials, TO/CC/BCC any sfgov.org email address. If NO such emails exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

E. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails regarding the public's business (specifically those disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017)) RECEIVED BY EACH PERSONAL email account(s) of the following officials, FROM any sfgov.org email address. If NO such emails exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

PART 2 - Chat/Messaging

As used below "Conversations" include but are not limited to any metadata records showing that a conversation had taken place but is now deleted (due to expiration for example).
Various types of apps are mentioned below.

A. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Facebook Messenger]:
1. Mayor Breed

2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

B. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Telegram]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

C. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Slack]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

D. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Google Hangouts]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'

4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

E. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [Signal]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

F. an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all OFFICIAL government account(s) of the following person in [SMS/MMS/text messages]:
1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

G.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [Facebook Messenger], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.
1. Mayor Breed

2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

H.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [Telegram], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.

1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

I.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [Slack], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.

1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

J.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [Google Hangouts], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.

1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

K.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [Signal], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.

1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

L.an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 conversations (whether individual or group chats) of all PERSONAL account(s) of the following person in [text/ SMS/MMS messaging], solely to the extent that such conversations are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such conversations exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records.

1. Mayor Breed
2. Chief of Staff
3. all persons holding title 'Senior Advisor to the Mayor'
4. Deputy Chief of Staff
5. Communications Director
6. Policy Director
7. Mayor's Liaison to the Board of Supervisors
8. Compliance Officer

PART 3: all instruments used to inquire of each official as to whether they possess any responsive records above, and all of their responses

Sincerely,

Anonymous

EXHIBIT B

Office of the Mayor
City & County of San Francisco

VIA ELECTRONIC MAIL

Requestor: Anonymous
76434-70600365@requests.muckrock.com

July 26, 2019

Re: **Public Records Request Received July 2 2019**

Dear Anonymous:

This further responds to your request attached, entitled Email and Electronic Communications Audit, received by the Office of the Mayor on July 2, 2019. We previously invoked an extension of time to continue our response under Government Code § 6253(c) and San Francisco Admin. Code § 67.25(b) for up to 14 days from the original due date because of the need for consultation with other city departments and the potential volume of requested materials.

Response Dated July 26, 2019

We have completed our search and consultation and are attaching herewith responsive records located in the possession of the Office of the Mayor. The documents are provided in multiple emails due to file size. Please note that responsive emails from official city email accounts are provided for all of the requested custodians. Additionally, responsive text messages from personal devices pertaining to city business have been provided for Communications Director Jeff Cretan, Liaison to the Board of Supervisors Sophia Kittler and Compliance Officer Hank Heckel. No such responsive texts were located for the other requested custodians. Further, no responsive communications in the other electronic media named were located for the requested custodians.

The responsive documents have been provided in a PDF format for its ease of transferability and accessibility, consistent with Cal. Gov. Code 6253.9(a)(1). Metadata from any native format has not been provided to avoid risks to the security and integrity of the city's data system and avoid the release of exempt confidential or privileged information. Pursuant to Cal. Gov. Code 6253.9 (f), an agency is not required to provide an electronic record in an electronic format that would jeopardize or compromise the security or integrity of the original record or its data system. The PDF format ensures the security and integrity of the original record.

Please note that certain documents have been withheld on the basis of the attorney-client privilege and/or the attorney work product doctrine. Gov't Code § 6254(k); Evid. Code § 954; Code of Civ. Proc. § 2018.030; Gov't Code § 6276.04; Admin. Code § 67.21(k).

Please note that certain personal information such as private email addresses, phone numbers and personal addresses has been redacted to avoid an unwarranted breach of personal privacy. See Cal. Govt. Code Secs. 6254(c), 6254(k); California Constitution, Art. I, Sec. 1.

Please note that certain information has been redacted on the basis of the attorney-client privilege. Gov't Code § 6254(k); Evidence Code § 954; Admin. Code § 67.21(k).

Please also note that certain call-in information has been redacted pursuant to the official information privilege. See Cal. Evid. Code Sec. 1040(b)(2).

Please note that certain identifying information has been redacted to protect the identity of certain individuals involved in ongoing hiring processes. See Cal. Govt. Code Secs. 6254(c), Admin. Code § 67.24(c).

Please note that we are responding only on behalf of the Office of the Mayor and not on behalf of other City Departments. If you have any questions about your request or would like to submit another public records request, please feel free to contact us at mayorsunshinerequests@sfgov.org.

Best Regards,

Hank Heckel
Compliance Officer
Office of Mayor London N. Breed
City and County of San Francisco

EXHIBIT C

Office of the Mayor
City & County of San Francisco

VIA ELECTRONIC MAIL

Requestor: Anonymous
76434-70600365@requests.muckrock.com

July 29, 2019

Re: **Amended and Supplemental Response to Public Records Request Received July 2, 2019**

Dear Anonymous:

This amends and supplements our July 26, 2019 response to your Public Records Request, attached, entitled Email and Electronic Communications Audit, received by the Office of the Mayor on July 2, 2019. We previously invoked an extension of time to continue our response under Government Code § 6253(c) and San Francisco Admin. Code § 67.25(b) for up to 14 days from the original due date because of the need for consultation with other city departments and the potential volume of requested materials. We then responded and provided responsive documents on July 26, 2019.

Amended and Supplemental Response Dated July 29, 2019

We have completed our search and consultation and are attaching herewith responsive records located in the possession of the Office of the Mayor. The documents have been provided in multiple emails due to file size. Please note that responsive emails from official city email accounts have been provided for all of the requested custodians. Additionally, responsive text messages from personal devices pertaining to city business have been provided for Communications Director Jeff Cretan, Liaison to the Board of Supervisors Sophia Kittler and Compliance Officer Hank Heckel. No such responsive texts were located for the other requested custodians. Existing messages received using Signal pertaining to city business have been provided for Chief of Staff, Sean Elsbernd. These communications are provided herewith as a supplemental production. No responsive communications in the other electronic media named were located for the requested custodians.

The responsive documents have been provided in a PDF format for its ease of transferability and accessibility, consistent with Cal. Gov. Code 6253.9(a)(1). Metadata from any native format has not been provided to avoid risks to the security and integrity of the city's data system and avoid the release of exempt confidential or privileged information. Pursuant to Cal. Gov. Code 6253.9 (f), an agency is not required to provide an electronic record in an electronic format that would jeopardize or compromise the security or integrity of the original record or its data system. The PDF format ensures the security and integrity of the original record.

Please note that certain documents have been withheld on the basis of the attorney-client privilege and/or the attorney work product doctrine. Gov't Code § 6254(k); Evid. Code § 954; Code of Civ. Proc. § 2018.030; Gov't Code § 6276.04; Admin. Code § 67.21(k).

Please note that certain personal information such as private email addresses, phone numbers and personal addresses has been redacted to avoid an unwarranted breach of personal privacy. See Cal. Govt. Code Secs. 6254(c), 6254(k); California Constitution, Art. I, Sec. 1.

Please note that certain information has been redacted on the basis of the attorney-client privilege. Gov't Code § 6254(k); Evidence Code § 954; Admin. Code § 67.21(k).

Please also note that certain call-in information has been redacted pursuant to the official information privilege. See Cal. Evid. Code Sec. 1040(b)(2).

Please note that certain identifying information has been redacted to protect the identity of certain individuals involved in ongoing hiring processes. See Cal. Govt. Code Secs. 6254(c), Admin. Code § 67.24(c).

Please note that we are responding only on behalf of the Office of the Mayor and not on behalf of other City Departments. If you have any questions about your request or would like to submit another public records request, please feel free to contact us at mayorsunshinerequests@sfgov.org.

Best Regards,

Hank Heckel
Compliance Officer
Office of Mayor London N. Breed
City and County of San Francisco

EXHIBIT D

This is a small 20-page portion of the voluminous responsive records.

From: Power, Andres (MYR)
To: Lindler, Nicole (MYR)
Subject: Re: 1000 Beds Tracker
Date: Wednesday, July 03, 2019 10:15:34 PM

That's right. Thanks!

Andres Power
Policy Director
Mayor London N. Breed

On Jul 3, 2019, at 4:11 PM, Lindler, Nicole (MYR) <nicole.lindler@sfgov.org> wrote:

> The first subtotal line should have said 590 not 516. Sorry excel error.
>
> Nicole Lindler | Policy Advisor
> Office of Mayor London N. Breed
> Sent via iPhone
>
> On Jul 3, 2019, at 3:43 PM, Power, Andres (MYR) <andres.power@sfgov.org> wrote:
>
> > Am I missing something? This seems like it's adding up to 926.
> >
> > Andres Power
> > Policy Director
> > Mayor London N. Breed
> >
> > On Jul 3, 2019, at 1:12 PM, Lindler, Nicole (MYR) <nicole.lindler@sfgov.org> wrote:
> >
> > > DPH has confirmed that Hummingbird 14 beds are online.
> > >
> > > <image001.gif>**Nicole Lindler** | Policy Advisor
> > > Office of Mayor London N. Breed
> > > City and County of San Francisco
> > > 415-554-6694
> > >
> > > **From:** Lindler, Nicole (MYR)
> > > **Sent:** Wednesday, July 03, 2019 12:16 PM
> > > **To:** Power, Andres (MYR) <andres.power@sfgov.org>; Cretan, Jeff (MYR) <Jeff.Cretan@sfgov.org>
> > > **Subject:** RE: 1000 Beds Tracker
> > >
> > > Revised. The additions at BVHM and Hummingbird are currently open/operating according to HSH. However, I am

still awaiting absolute confirmation from DPH about Hummingbird as it is their program and we've been receiving mixed messages from HSH.

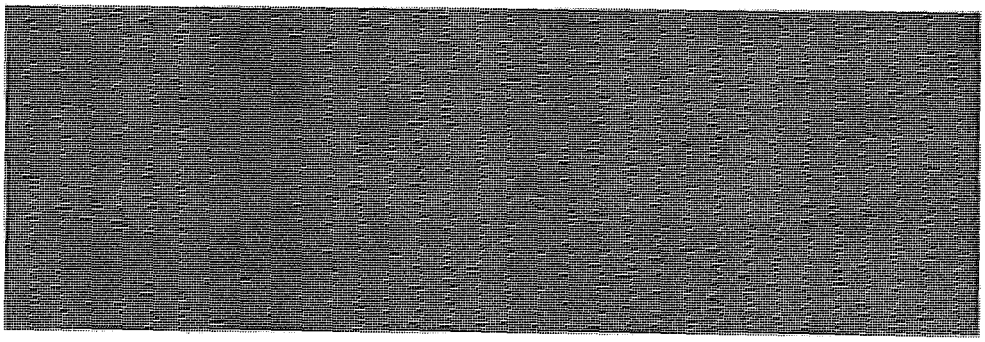
TEAM PLAN

	Beds	District
Open	212	Various
BVHM	60	9
ZSFGH Hummingbird	14	10
	286	

In Development		
Jelani	24	10
Division Circle (Exp)	60	9
Civic Center Hotel (Exp)	20	6
	104	

Next Up		
SAFE (SWL 330)	200	6

Subtotal	**516**



TOTAL	**1000**

<!--[if !supportLists]--> <!--[endif]-->*DRAFT – DO NOT DISTRIBUTE*

<image001.gif>**Nicole Lindler** | Policy Advisor
Office of Mayor London N. Breed
City and County of San Francisco
415-554-6694

From: Lindler, Nicole (MYR)
Sent: Wednesday, July 03, 2019 10:12 AM
To: Power, Andres (MYR) <andres.power@sfgov.org>; Cretan, Jeff (MYR) <Jeff.Cretan@sfgov.org>
Subject: 1000 Beds Tracker
Importance: High

Below is the agreed plan that we've outlined to reach the 1000 bed shelter goal:

TEAM PLAN		
	Beds	**District**
Open	212	Various
In Development		
ZSFGH Hummingbird	14	10
Jelani	24	10
Division Circle (Exp)	60	9
Civic Center Hotel (Exp)	20	6
	118	
Next Up		
SAFE (SWL 330)	200	6
Subtotal	**530**	

Nicole Lindler | Policy Advisor
Office of Mayor London N. Breed
City and County of San Francisco
415-554-6694

From: Power, Andres (MYR)
To: Lindler, Nicole (MYR)
Subject: Re: 1000 Beds Tracker
Date: Wednesday, July 03, 2019 3:43:21 PM

Am I missing something? This seems like it's adding up to 926.

Andres Power
Policy Director
Mayor London N. Breed

On Jul 3, 2019, at 1:12 PM, Lindler, Nicole (MYR) <nicole.lindler@sfgov.org> wrote:

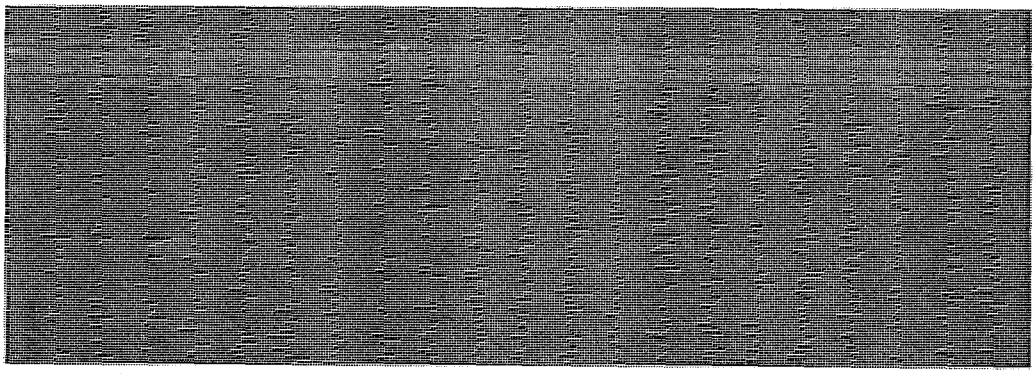
> DPH has confirmed that Hummingbird 14 beds are online.
>
> <image001.gif>**Nicole Lindler** | Policy Advisor
> Office of Mayor London N. Breed
> City and County of San Francisco
> 415-554-6694
>
> **From:** Lindler, Nicole (MYR)
> **Sent:** Wednesday, July 03, 2019 12:16 PM
> **To:** Power, Andres (MYR) <andres.power@sfgov.org>; Cretan, Jeff (MYR) <Jeff.Cretan@sfgov.org>
> **Subject:** RE: 1000 Beds Tracker
>
> Revised. The additions at BVHM and Hummingbird are currently open/operating according to HSH. However, I am still awaiting absolute confirmation from DPH about Hummingbird as it is their program and we've been receiving mixed messages from HSH.
>
> **TEAM PLAN**

	Beds	District
Open	212	Various
BVHM	60	9
ZSFGH Hummingbird	14	10
	286	

In Development		
Jelani	24	10
Division Circle (Exp)	60	9
Civic Center Hotel (Exp)	20	6
	104	

Next Up		
SAFE (SWL 330)	200	6

Subtotal	**516**



TOTAL	**1000**

<!--[if !supportLists]--> <!--[endif]--> *DRAFT – DO NOT DISTRIBUTE*

<image001.gif>Nicole Lindler | Policy Advisor
Office of Mayor London N. Breed
City and County of San Francisco
415-554-6694

From: Lindler, Nicole (MYR)
Sent: Wednesday, July 03, 2019 10:12 AM
To: Power, Andres (MYR) <andres.power@sfgov.org>; Cretan, Jeff (MYR) <Jeff.Cretan@sfgov.org>
Subject: 1000 Beds Tracker
Importance: High

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	118	
Next Up		
SAFE (SWL 330)	200	6
Subtotal	**530**	
TOTAL	**1000**	

<image001.gif>**Nicole Lindler** | Policy Advisor
Office of Mayor London N. Breed
City and County of San Francisco
415-554-6694

From: Power, Andres (MYR)
To: Lindler, Nicole (MYR)
Subject: Re: 1000 Beds Tracker
Date: Wednesday, July 03, 2019 10:33:58 AM

Isn't BVHM implemented?

Andres Power
Policy Director
Mayor London N. Breed

On Jul 3, 2019, at 10:11 AM, Lindler, Nicole (MYR) <nicole.lindler@sfgov.org> wrote:

Below is the agreed plan that we've outlined to reach the 1000 bed shelter goal:

TEAM PLAN		
	Beds	District
Open	212	Various
In Development		
ZSFGH Hummingbird	14	10
Jelani	24	10
Division Circle (Exp)	60	9
Civic Center Hotel (Exp)	20	6
	118	
Next Up		
SAFE (SWL 330)	200	6
Subtotal	**530**	
[redacted]		

TOTAL	1000	

 **Nicole Lindler** | Policy Advisor
Office of Mayor London N. Breed
City and County of San Francisco
415-554-6694

From: Schneider, Dylan (HOM)
To: Power, Andres (MYR)
Cc: Kittler, Sophia (MYR)
Subject: Re: Homeless Commission Charter Amendment
Date: Tuesday, July 02, 2019 8:10:39 AM

Hi Andres,

I'm on my way in and will give you a call at 9am when I have everything in front of me.

Thank you,
Dylan

Get Outlook for iOS

From: Power, Andres (MYR)
Sent: Tuesday, July 2, 2019 8:05:16 AM
To: Schneider, Dylan (HOM)
Cc: Kittler, Sophia (MYR)
Subject: Re: Homeless Commission Charter Amendment

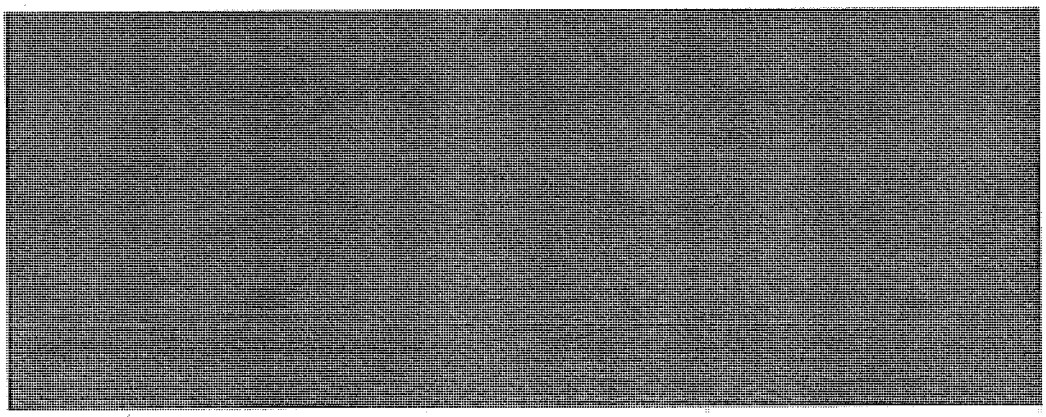
Dylan,

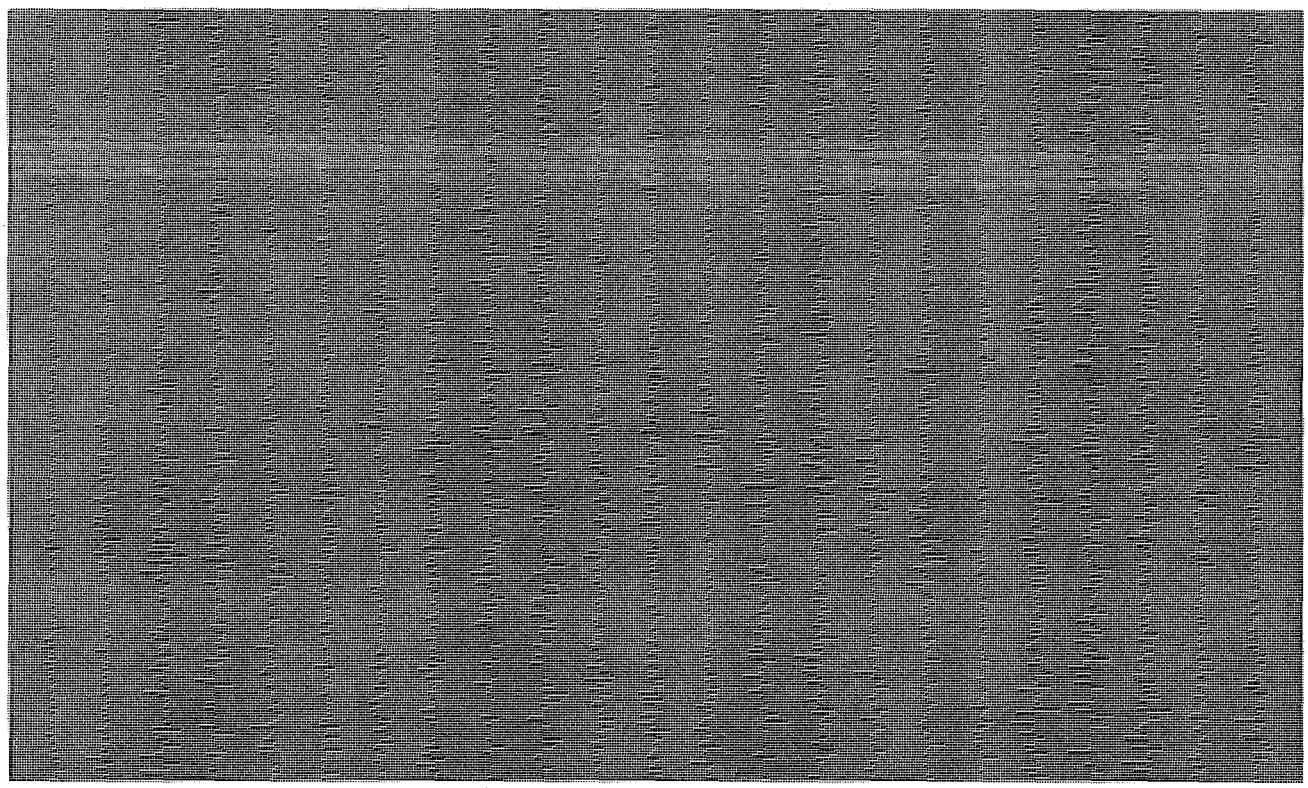
Please give me a call when you're in.

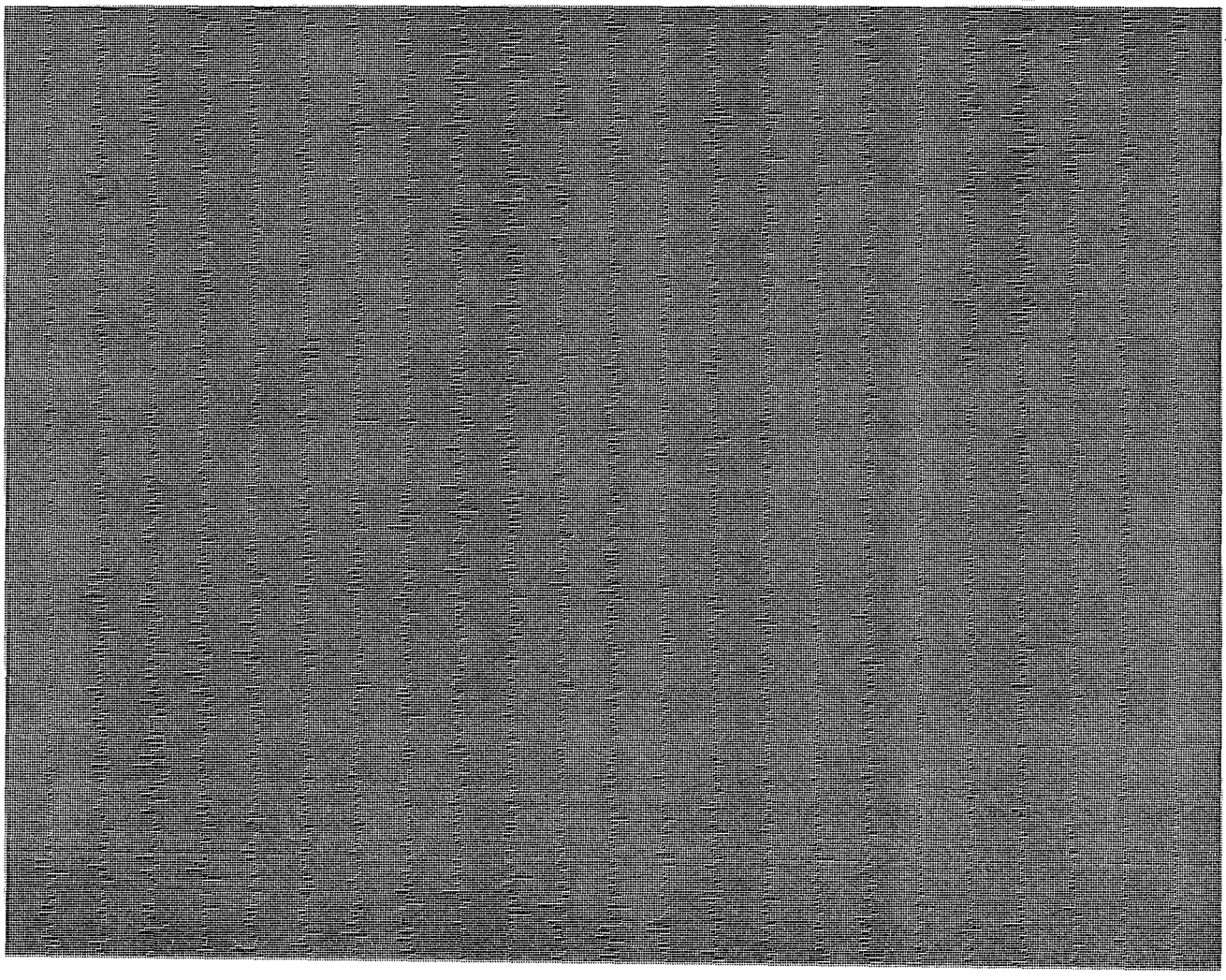
We need to make sure that we're framing this correctly.

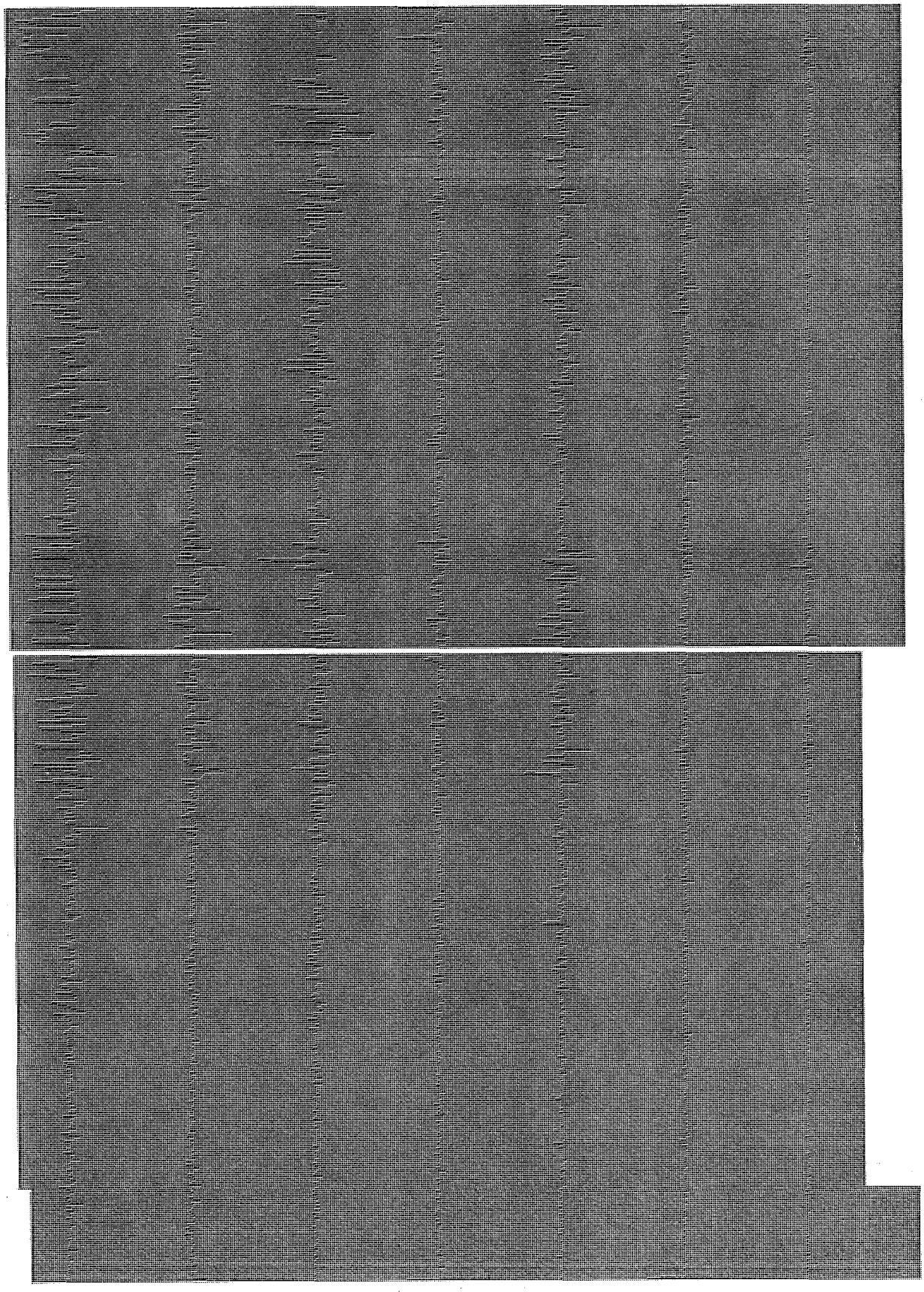
Andres Power
Policy Director
Mayor London N. Breed

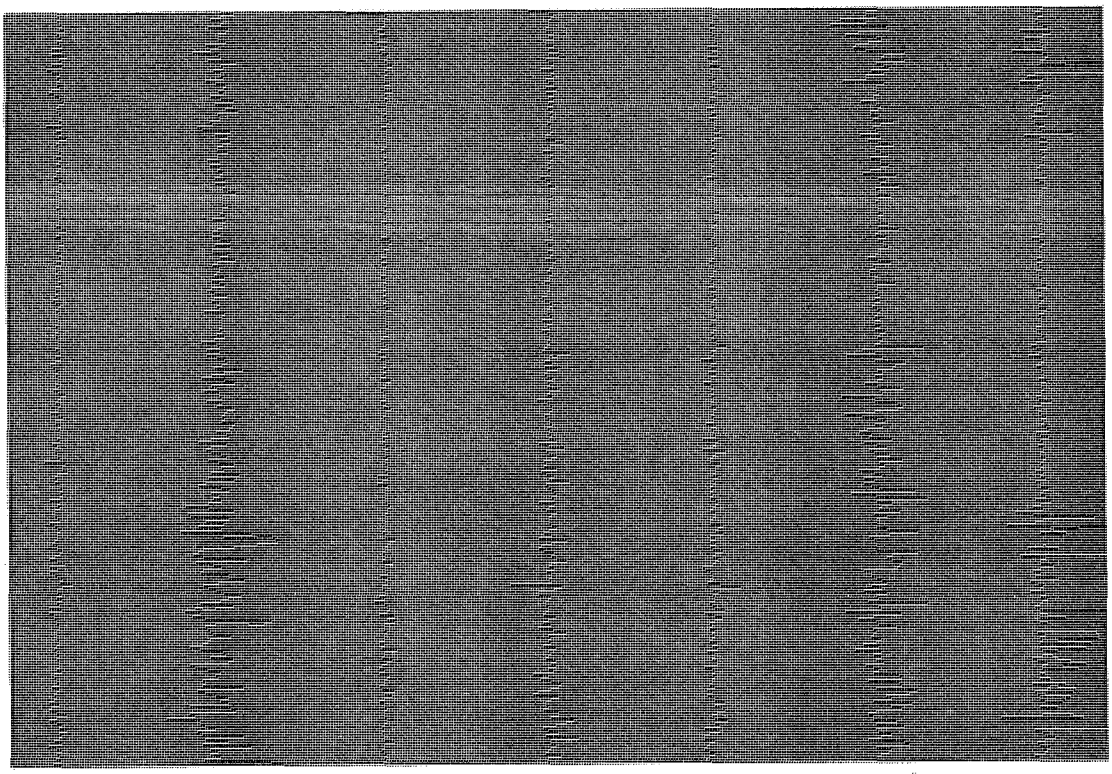
On Jul 1, 2019, at 9:59 PM, Schneider, Dylan (HOM) <dylan.schneider@sfgov.org> wrote:

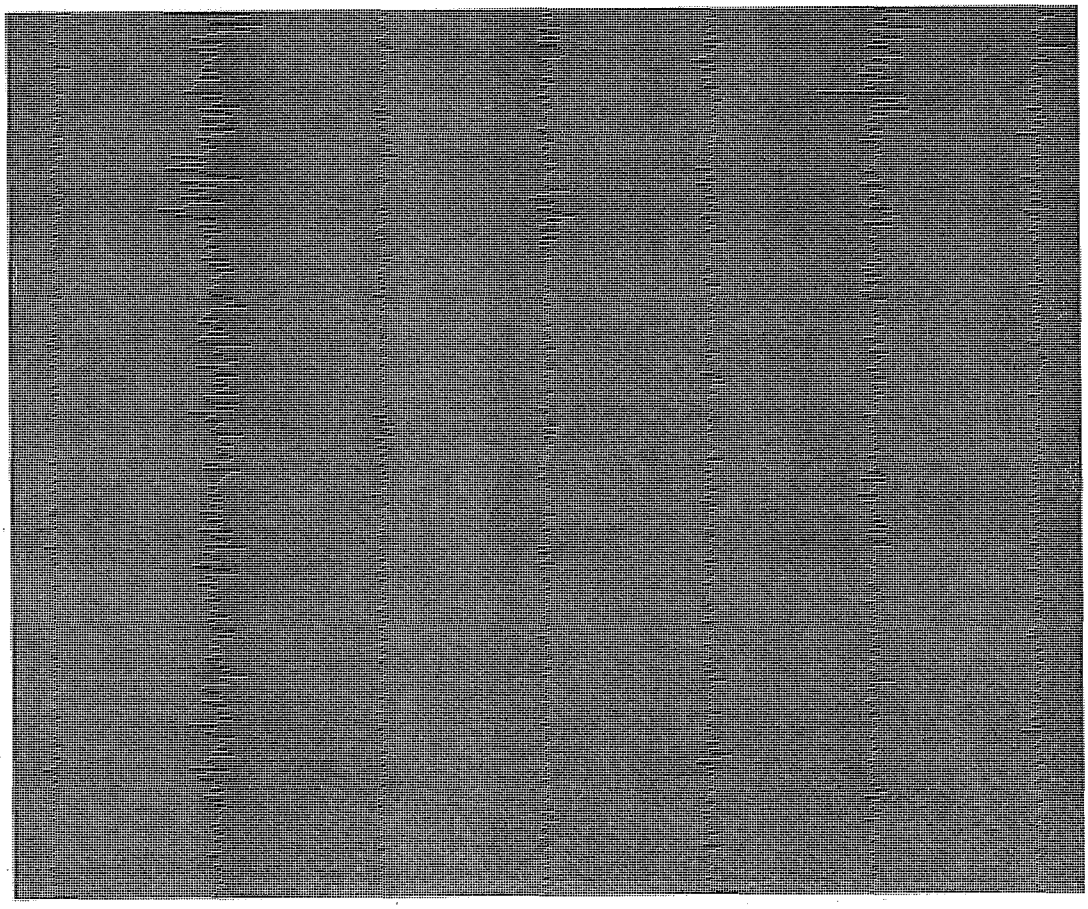


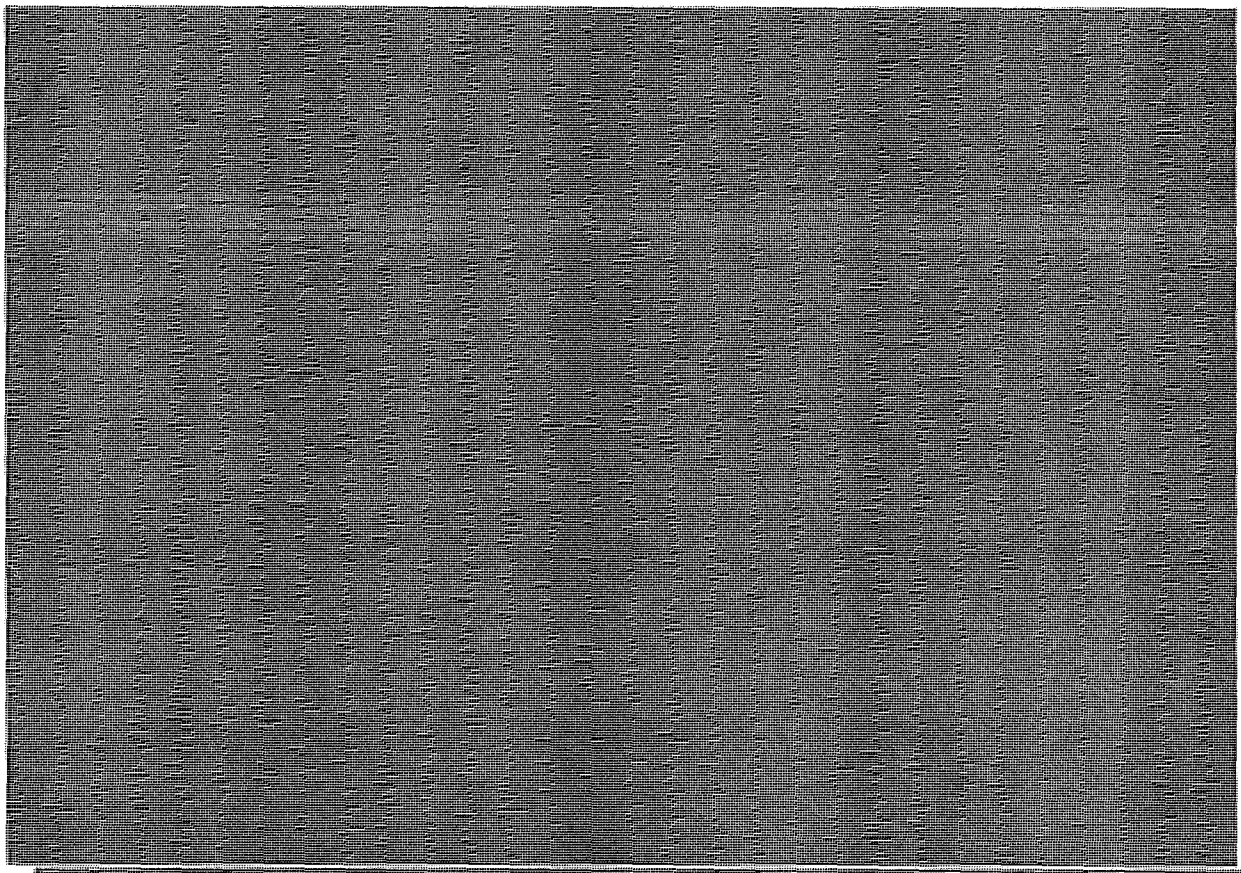


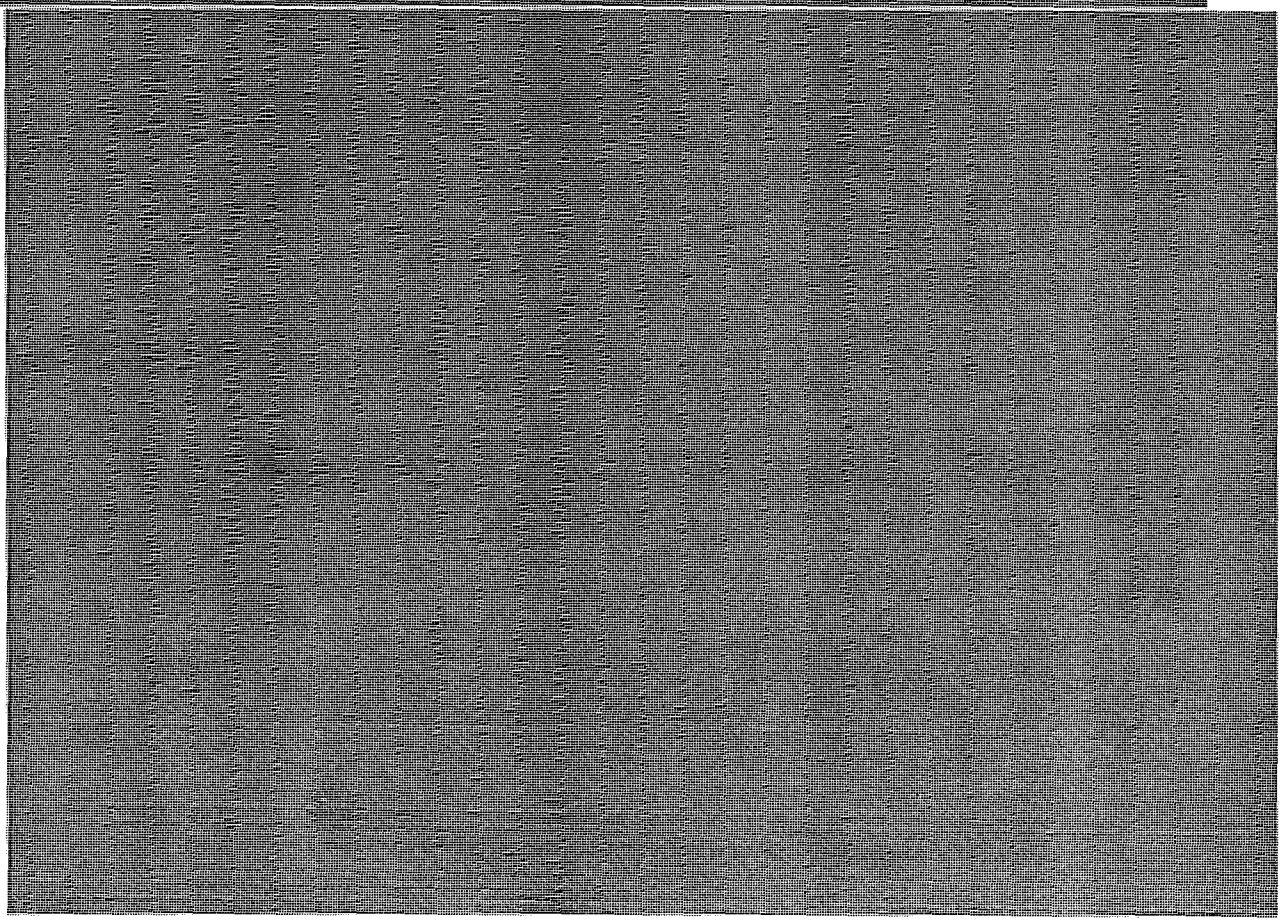


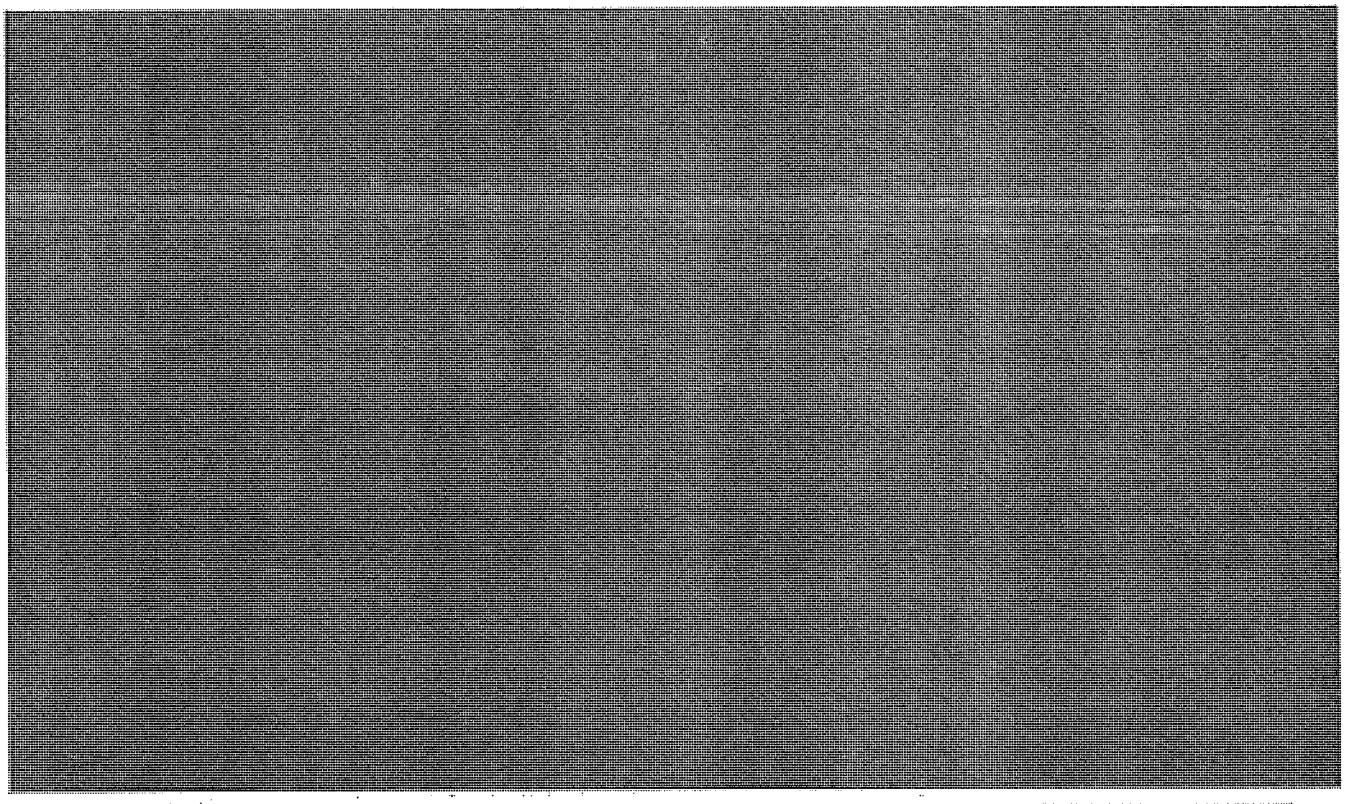


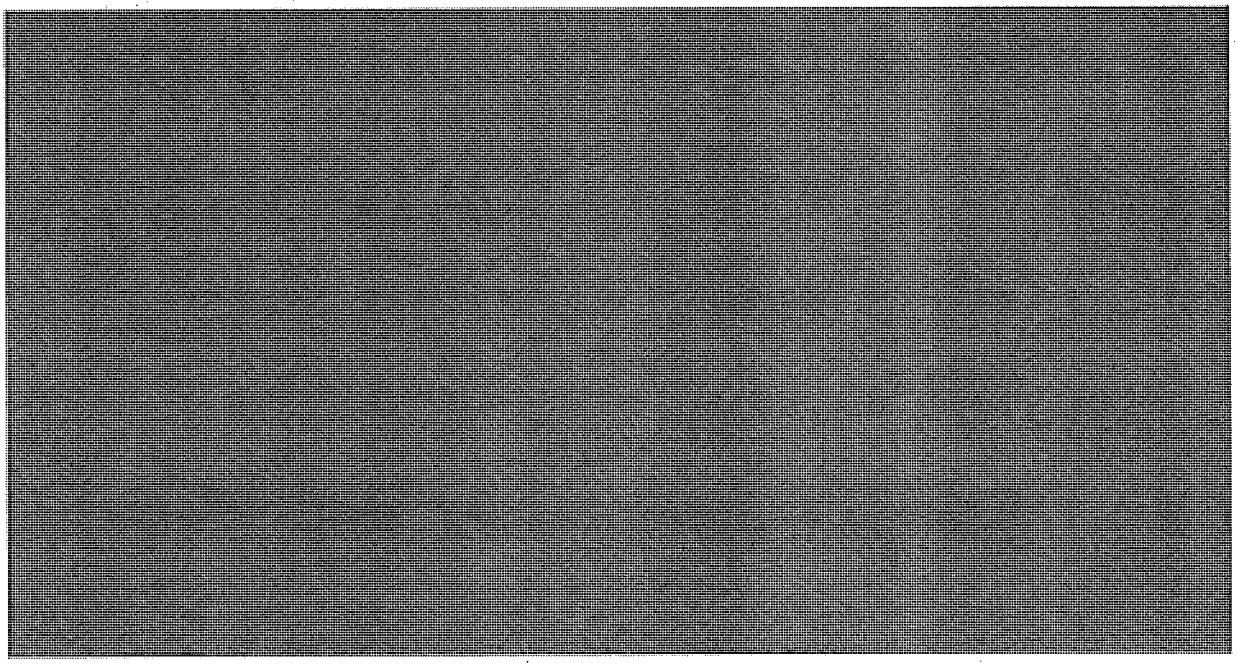


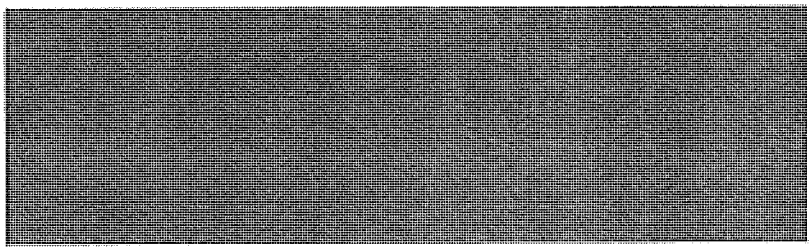


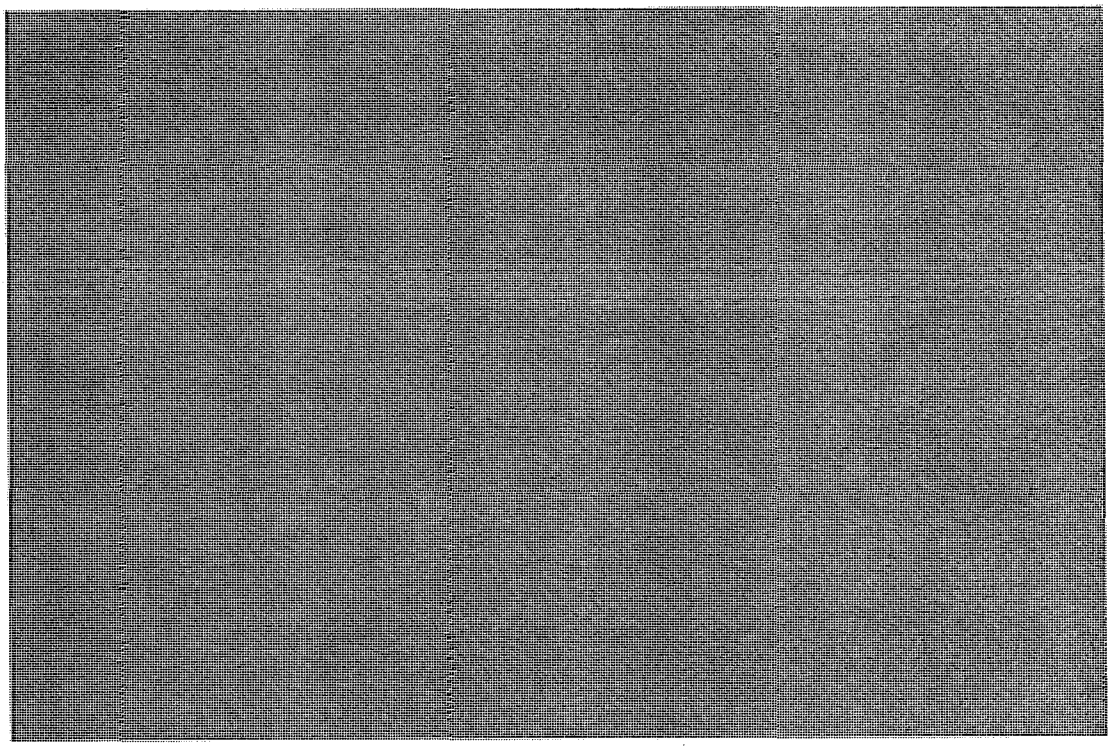


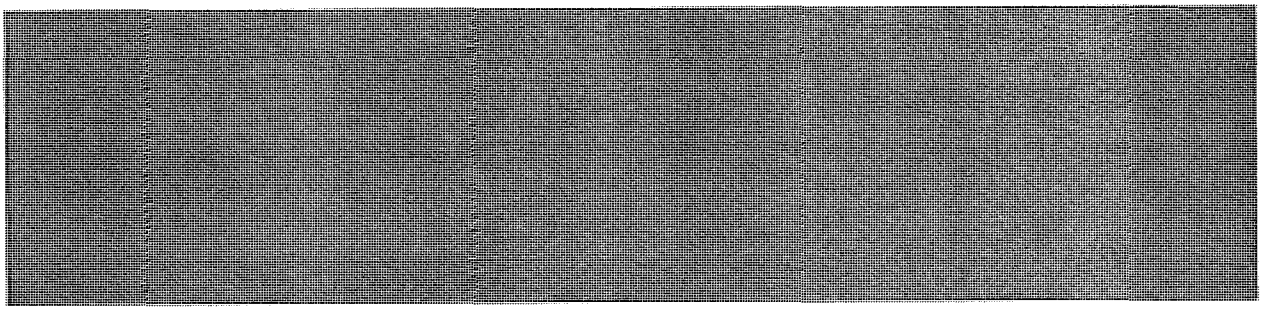


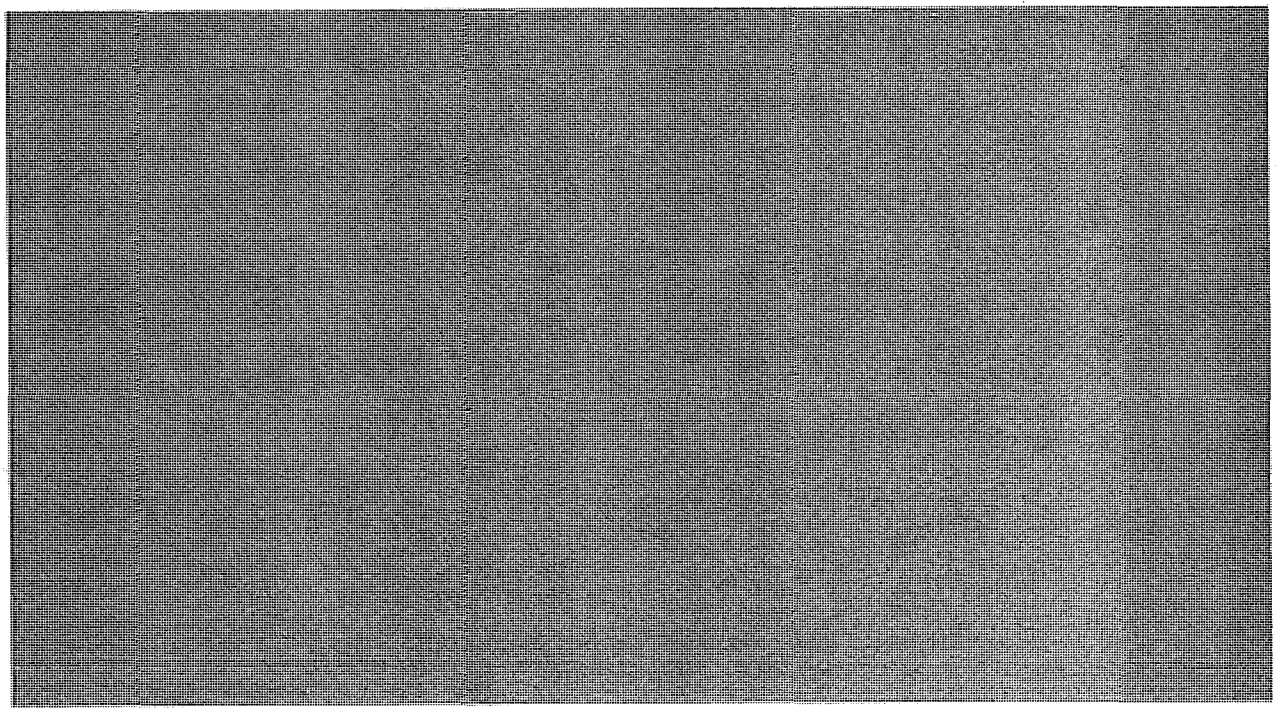


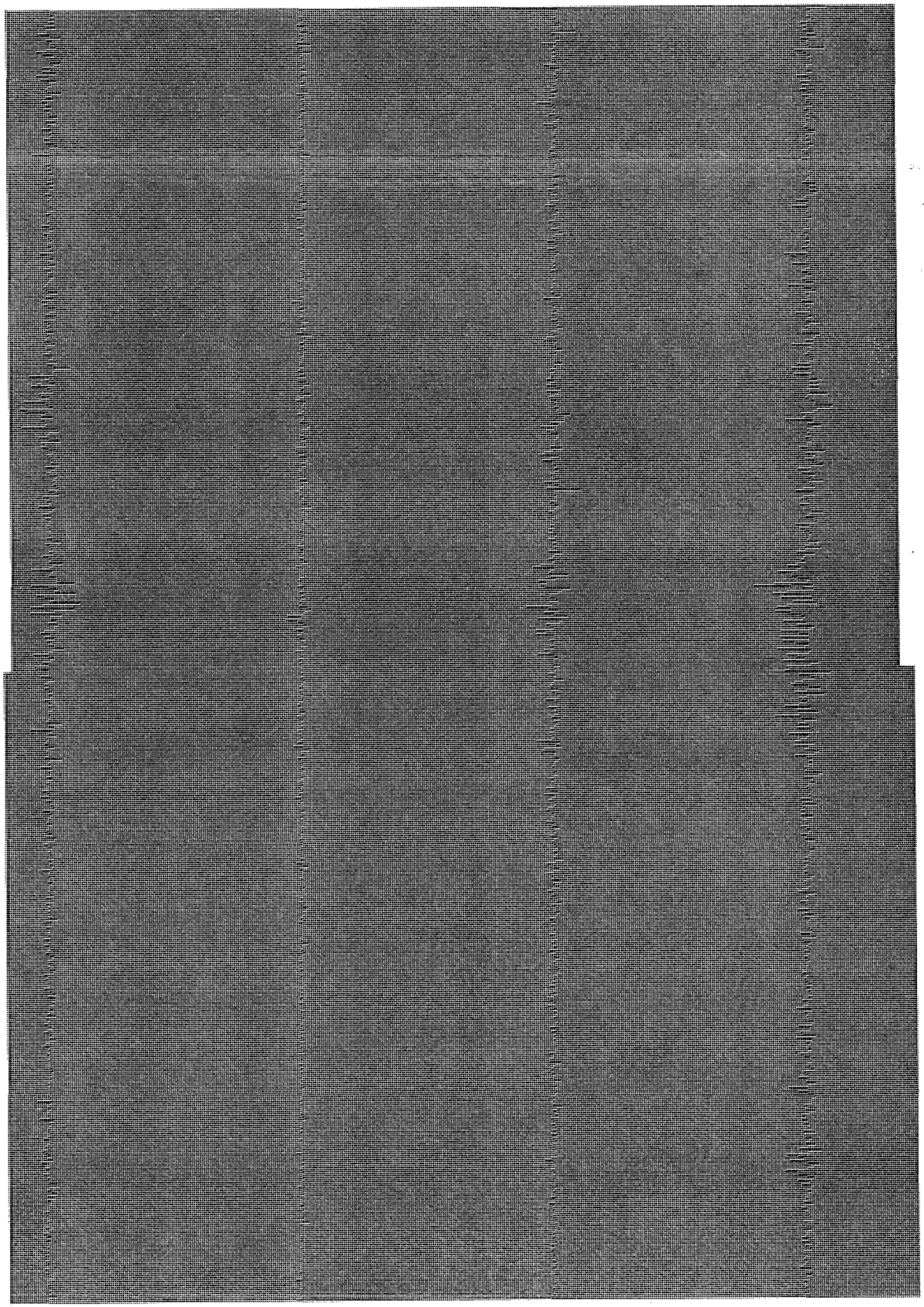


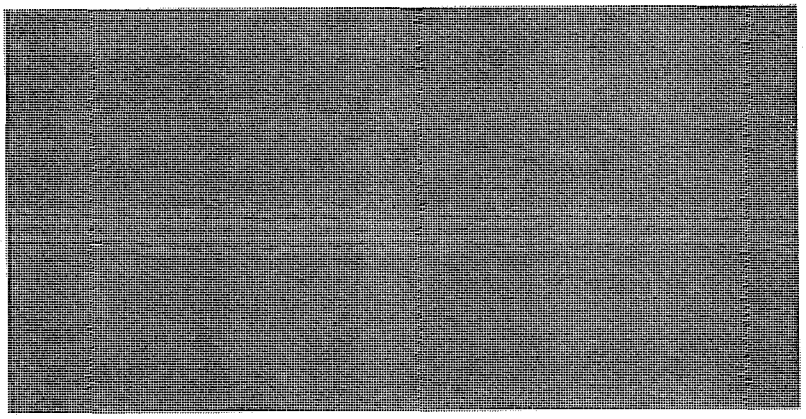












From: Bruss, Andrea (MYR)
To: Power, Andres (MYR)
Subject: FW: Thank you! + Resume
Date: Tuesday, July 02, 2019 11:31:02 AM
Attachments: [redacted] Resume.pdf

[redacted] s going to apply for the open budget office position, but you may want to also see if he is a good fit for your team. He comes recommended frim his time in the Controller's Office.

From: [redacted]
Sent: Tuesday, July 02, 2019 11:03 AM
To: Bruss, Andrea (MYR) <andrea.bruss@sfgov.org>
Subject: Thank you! + Resume

> This message is from outside the City email system. Do not open links or attachments from untrusted sources.

Andrea,

Thank you very much for taking the time to chat and offering to forward my resume to folks. Please see my attached resume.

Please let me know if there is anything else I can provide.

Best,

[redacted]

From: Arce, Joshua (ECN)
To: Power, Andres (MYR)
Cc: Torres, Joaquin (ECN)
Subject: FW: Thank You!
Date: Tuesday, July 02, 2019 11:56:58 AM

FYI - closing the loop on this request from the Veterans Summit

From: Arce, Joshua (ECN)
Sent: Tuesday, July 2, 2019 11:56 AM
To: David Chasteen [redacted]
Cc: Torres, Joaquin (ECN) <joaquin.torres@sfgov.org>; Nim, Ken (ECN) <ken.nim@sfgov.org>; Lam, Byron (ECN) <byron.lam@sfgov.org>; Dostal, Viktoriya (ECN) <Viktoriya.Dostal@sfgov.org>; Rice, Lowell (ECN) <lowell.rice@sfgov.org>; Callahan, Micki (HRD) <micki.callahan@sfgov.org>; Howard, Kate (HRD) <kate.howard@sfgov.org>; Biasbas, Anna (HRD) <anna.biasbas@sfgov.org>
Subject: RE: Thank You!

Thank you again Commissioners. Apologies for the delay but we wanted to be very thorough with respect to your request, working with our partners at the Department of Human Resources.

Thank you again Director Callahan, Kate and Anna.

Commissioners, Anna Biasbas, DHR Director of Employment Services, was able to work with her Team to provide the following response (thank you once again):

Year Applied	Received Vet Points (Regular or Disabled)	Received Disabled Vet Points	Total Who Received Vet Points and Were Hired	Total Who Were Hired and Had Received Disabled Vet Points	Total Number of Applicants for Permanent Recruitment
2017	253	55	56	12	65,623
2018	255	66	35	8	73,936

Please let us know if you would like further background and context, or any follow up questions you may have. We look forward to our continued work together on the items that we discussed at the Veterans' Summit.

Josh

From: David Chasteen [redacted]
Sent: Wednesday, June 12, 2019 10:53 PM

EXHIBIT E

Sprint LTE 4:21 PM 55%



Tyronne Jue
Tap here for settings

WED, MAY 22

Did you talk to Ed Reiskin about LCFS? Want to confirm before sending out memo.
MAY 22 5:27 PM

No, a bunch of other stuff. Sorry
MAY 22 5:42 PM

No worries. I can hold off on sending the memo until tomorrow. If you can confirm that you generally approve I can move the item forward with Ed/ Harlan.
MAY 22 5:46 PM

I approve
MAY 22 5:46 PM

Ok. Thanks.
MAY 22 5:49 PM

FRI, JUN 14

New Message

EXHIBIT F

Subject: California Public Records Act Request: Custodian of Records Working Group - Immediate Discl... Email

Dear Office of the Mayor ,

This is a new Immediate Disclosure Request under the San Francisco Sunshine Ordinance, made before start of business August 22, 2019.

** Please redact your responses correctly! This is a public mailbox, and all of your responses (including emails, attachments, file shares, and the disclosed records) may be automatically and instantly available to the general public on the MuckRock.com service used to issue this request (though I am not a MuckRock representative). Once you send them to us, there's no going back. **

The audio record of the August 7 SOTF meeting appears to reference a "Custodian of Records Working Group" (aka "Custodian Working Group", called the "Group" below) of public employees attempting to, among other things, lobby (in a colloquial sense), via a letter, the SOTF to impose certain suggestions or restrictions on the behavior of the public. Perhaps my impression is incorrect; I would like to know more.

I request under the San Francisco Sunshine Ordinance (Ordinance) and the California Public Records Act (CPRA):

1. IMMEDIATE DISCLOSURE REQUEST: all agendas (draft or final) of meetings of the Group
2. IMMEDIATE DISCLOSURE REQUEST: all minutes (draft or final) of meetings of the Group
3. IMMEDIATE DISCLOSURE REQUEST: all listings of the membership/roster of the Group
4. regular request: all supporting documentation used at meetings of the Group
5. IMMEDIATE DISCLOSURE REQUEST: all records showing any budget allocations or other financial support given to the Group
6. regular request: all records that would demonstrate the public monies being used to support the activities of the Group (including showing the time spent by public employees performing Group work, for example calendar/schedule items showing when the meetings took place and who attended). Ms. Blackman said [in the Aug 7 SOTF audio record] that the signers spent "quite a lot of time" was spent writing this letter. Provide all records showing what public employee work time was spent writing this letter.
7. IMMEDIATE DISCLOSURE REQUEST: all records related to the attempt to lobby the Sunshine Ordinance Task Force to change their rules or procedures, including but not limited to the letter discussed at the SOTF Aug 7 meeting. Including a copy of the letter and all drafts or other versions of this letter.
8. regular request: all correspondence between your Compliance Officer and/or Custodian of Records and/or Public Records Manager and the Group as an entity
9. regular request: all correspondence between your Compliance Officer and/or Custodian of Records and/or Public Records Manager and any of { David Steinberg, Sue Blackman, Hank Heckel, Caroline Celaya, Marianne Mazzucco-Thompson } since Jan. 1, 2019.
10. regular request: Ms. Celaya stated [in the Aug 7 SOTF audio record] that certain best practices have been generated. Provide all policies/best practices written by the Group.

We remind you of your obligations to provide electronic records in any format we request them in, as long as either you hold them in that format, the format is available to you, or the format is easy to generate (Admin Code 67.21(l)). Therefore, calendars exported in the .ics, iCalendar, or vCard formats ("A") and emails exported in the .eml or .msg formats ("B") with all non-exempt headers, metadata, attachments, etc. are our desired formats. Such formats are easily exportable from Google Calendar/Gmail, Microsoft Outlook, Microsoft Exchange or other common calendaring/email systems. However, if you choose to convert electronic calendar items, for

example, to PDF or printed format, to easily redact them, you must ensure that you have preserved the full content of the original calendar item record (as specified in requests 1 and 2), which contains many detailed headers beyond the ones generally printed out. If you provide PDFs or printed items with only a few of the headers or lacking attachments/images, and therefore withhold the other headers/attachments without justification, you may be in violation of SF Admin Code 67.21, 67.26, 67.27, Govt Code 6253(a), 6253.9, and/or 6255, and we may challenge your decision. We *do not* waive the requirement of 67.21(l) discussed above, and are merely instructing you to preserve information even if you provide to us the undesirable PDF format.

For word processing documents, either .docx or .pdf formats are fine. For physical items, scanning to PDF format is acceptable.

For this request, we are asking for a City of San Jose v Superior Court (2017) search be performed of the Compliance Officer/Custodian of Records/Public Records Manager and all other members of your department's staff who are a member of or have ever attended the Group, such that each such employee either provide all records responsive to this request present on their personal accounts/devices/property (solely to the extent the record or portion thereof relates to the public's business), or provide a declaration/affidavit that no such records exist. All such affidavits/declarations are also requested as responsive records to this request. Please handle the government account record search as an immediate disclosure search, and the personal search under regular timelines.

Please provide only those copies of records available without any fees. If you determine certain records would require fees, please instead provide the required notice of which of those records are available and non-exempt for inspection in-person if we so choose.

I look forward to your immediate disclosure.

Sincerely,
Anonymous

P1912

EXHIBIT G

From: Office of the Mayor **08/23/2019**

Subject: Request re Custodians Working Group

Email

Dear Anonymous,

This is in response to your request below received by the Office of the Mayor on August 22, 2019. Please see attached responsive records located in the Office of the Mayor responsive to items 1 and 2. Please note that we have not located records responsive to items 3, 5 or 7.
The responsive information attached has been provided in a PDF format for its ease of transferability and accessibility, consistent with Cal. Gov. Code 6253.9(a)(1). Metadata from any native format has not been provided to avoid risks to the security and integrity of the original record as well as the city's data and information technology systems and to avoid the release of exempt confidential or privileged information. See Cal. Gov. Code 6253.9 (f) and 6254.19. The PDF format ensures the security and integrity of the original record as well as the security and integrity of the city's data and information technology systems.

Regards,

Hank Heckel
Compliance Officer
Office of Mayor London N. Breed
City and County of San Francisco
(415) 554-4796

EXHIBIT H

Heckel, Hank (MYR)

From: Steinberg, David (DPW)
Sent: Wednesday, April 10, 2019 12:06 PM
To: Kilshaw, Rachael (POL); Blackman, Sue (LIB); Patterson, Kate (ART); Valdez, Anthony (ENV); Miree, David (HRC); Ah Nin, Derek (ASR); Christensen, Diana (ADM); Gavin, John (ECN); Wiggins, Matthew (CON); Madjus, Lily (DBI); Strawn, William (DBI); Zamora, Francis (DEM); Jones, Lauren (TIS); Martin, Renee (PRT); Pawlowsky, Eric (REC); Patel, Nikesh (DAT); GUZMAN, ANDREA (CAT); Repola, Linda (ADM); Gard, Susan (HRD); Flannery, Eugene (MYR); Peters, Michelle (PUC); McClain, Thomas (ETH); Buckley, Theresa (TTX); Chu, Lucy (FIR); Ionin, Jonas (CPC); Boomer, Roberta (MTA); Barnes, Bill (ADM); Tucker, John (FIR); Rudakov, Vladimir (HSA); Pang, Ken (HSA); Lin-Wilson, Tiffany (REC); Heckel, Hank (MYR); Woo, Gloria (MYR); Armanino, Darlene (RET); Ng, Wilson (BOS); mpowers@famsf.org; Patino, Andres-Lopez (REC)
Subject: Custodians of Record meeting

Hi all,

We had tentatively settled on April for our next quarterly meeting, but things have gotten delays. There are a number of issues that I think we should discuss and possibly weigh in on before the Sunshine Ordinance Task Force. Among them:

- The SOTF hasn't responded to the December letter signed by a number of custodians.
- The SOTF has recently expressed the opinion that custodians should not be redacting personally identifiable information from records released to the public. A committee hearing was supposed to further explore this issue.
- Plans to expand NextRequest to additional departments.
- DT has expressed an interested in hosting a demo about archiving social media activity.

Are there other issues that we should discuss, and is anyone able to host a meeting? (Disclosure: I'll be very busy until the first full week of May, after Public Works Week.)

Thanks,

David A. Steinberg
Custodian of Records & Executive Assistant to the Director
San Francisco Public Works | City and County of San Francisco
City Hall, Room 348 - 1 Dr. Carlton B. Goodlett Pl. | San Francisco, CA 94102 | (415) 554-6950
sfpublicworks.org · twitter.com/sfpublicworks

For public records requests, please go to sfpublicworks.org/records.

Heckel, Hank (MYR)

From: Steinberg, David (DPW)
Sent: Tuesday, November 13, 2018 10:36 AM
To: Steinberg, David (DPW); Doug Yakel (AIR); Vien, Veronica (DPH); Yim, Tiffany (DPH); Silva, Christine (CPC); Quezada, Randolph (HOM); Celaya, Caroline (MTA); Kilshaw, Rachael (POL); Blackman, Sue (LIB); Patterson, Kate (ART); Valdez, Anthony (ENV); Miree, David (HRC); Ah Nin, Derek (ASR); Christensen, Diana (ADM); Gavin, John (ECN); Wiggins, Matthew (CON); Strawn, William (DBI); Zamora, Francis (DEM); Jones, Lauren (TIS); Martin, Renee (PRT); Pawlowsky, Eric (REC); Patel, Nikesh (DAT); GUZMAN, ANDREA (CAT); Repola, Linda (ADM); Gard, Susan (HRD); Flannery, Eugene (MYR); Peters, Michelle (PUC); McClain, Thomas (ETH); Buckley, Theresa (TTX); Chu, Lucy (FIR); CPC-RecordRequest; Son, Chanbory (CPC); Ionin, Jonas (CPC); Boomer, Roberta (MTA); Jacobson, Caitlin (ADM); Barnes, Bill (ADM); Tucker, John (FIR); Rudakov, Vladimir (HSA); Pang, Ken (HSA); Lin-Wilson, Tiffany (REC); Heckel, Hank (MYR); Armanino, Darlene (RET); Ng, Wilson (BOS)
Subject: Update on Custodians letter to Sunshine Ordinance Task Force
Attachments: Sunshine Working Group Letter_10-24-18.docx

Dear Custodians,

Thanks to everyone who has agreed to sign the letter that has been drafted by the Custodians of Record Working Group. A quick update:

- So far, representatives from 11 departments have agreed to sign the letter, including most recently the **Mayor's Office** and the **Office of the City Administrator.**
- Several people said they want to sign but haven't yet received an OK from a supervisor, so please send me an update.
- My goal would be to send this letter by the end of this week so it arrives before the Thanksgiving holiday and before the next task force meeting.
- If you know of other custodians who are not on our mailing list, please forward their contact information to me so I can loop them in.
- The plan we discussed was to include the names and departments of everyone signing the letter, with copies to the unions representing those individuals. I will confirm with every "Yes" to verify how you want your name to be listed and to find out which union should be copied.

Please let me know if anyone has additional questions or comments. I'm attaching the "final" version of the letter that has been approved. Don't forget, we also are looking for a host for our next meeting, which should be in December.

Regards,

David A. Steinberg
Custodian of Records & Executive Assistant to the Director
San Francisco Public Works | City and County of San Francisco
City Hall, Room 348 - 1 Dr. Carlton B. Goodlett Pl. | San Francisco, CA 94102 | (415) 554-6950
sfpublicworks.org · twitter.com/sfpublicworks

For public records requests, please go to sfpublicworks.org/records.

DATE

Members of the Sunshine Ordinance Task Force
1 Dr. Carlton B. Goodlett Place
City Hall Room 244
San Francisco, CA 94102

Dear Honorable Members of the Sunshine Ordinance Task Force:

We are writing to let you know that since fall 2017, City and County of San Francisco (City) employees who serve as Custodians of Records for their respective agencies have been meeting to share best practices in responding to Sunshine requests.

The Custodians of Record Working Group is committed to open and transparent government, and to providing the best possible customer service to all members of the public. We meet quarterly to: share promising practices; discuss ways we can improve the customer experience; collectively work through issues we face in our roles; and ensure consistency throughout all City departments in how we comply with the Sunshine Ordinance.

Our group recognizes the important role the Sunshine Ordinance Task Force plays with regard to ensuring compliance, and appreciates the work of the Task Force. In the spirit of partnering to ensure that good work can continue, as a group, we would like ~~are compelled~~ to communicate that several members have raised concerns about disturbing behavior from the public during the hearings. These behaviors include: being heckled during testimony; being videotaped at uncomfortably close proximity; having objects thrown during testimony; name-calling; and being the recipients of angry, demeaning, and sometimes threatening comments and gestures.

We feel that s~~S~~uch behaviors are abusive and stressful, and create a very uncomfortable environment. If we engaged in these behaviors as City employees we would be in violation of the City's "Policy Regarding the Treatment of Co-Workers and Members of the Public," which states:

> *City policy requires employees to treat co-workers and members of the public with courtesy and respect. City employees and managers are responsible for maintaining a safe and productive workplace which is free from inappropriate workplace behavior.*

The City's "Policy Prohibiting Employee Violence in the Workplace" also states:

> *Violence includes any conduct, verbal or physical, which causes another to reasonably fear for his or her own personal safety or that of his or her family, friends, associates, or property.*

We respectfully request ~~that~~ the Task Force consider ways to better ~~do more to~~ enforce order and establish a professional and collegial tone during its hearings.

We can point to several policy bodies as good examples of setting an expectation of decorum at their meetings. For example, the Ethics Commission includes the following language on every agenda:

> *The Ethics Commission encourages and promotes integrity in government by education and example and is committed to treating all staff, members of the public, and colleagues with courtesy, respect, objectivity and fairness. Ethics Commission By-Laws Article XI Sec. 1. Members of the public who attend commission meetings are also expected to behave responsibly and respectfully. Persons who engage in name-calling, shouting, interruption, or other distracting behavior may be asked to leave. The following behaviors or activities are strictly prohibited inside the hearing room: applause or vocal expression of support or opposition; eating or drinking; signs regardless of content or message; profanity; physical aggression. The prohibition on signs does ~~to~~ not apply to clothing, which includes signage pinned to clothing, messages displayed on clothing, pins, hats, or buttons. If the Chair is unable to obtain voluntary compliance, he may seek assistance from the sheriff's Deputy on call. This provision supplements the rules and policies adopted by City Hall, the Sheriff's Office, or the Board of Supervisors related to decorum, prohibited conduct or activities, noise, etc. and is not meant to be exhaustive.*

We hope the Task Force will adopt a similar policy, and ask that this policy be read aloud at SOTF hearings.

Thank you in advance for giving our feedback consideration. Again, we have great respect for the important function of the Task Force and would be happy to meet with the SOTF Chair and Vice Chair to further discuss our concerns.

We look forward to working with you and to ensuring an open and transparent government for all.

Sincerely,

Name, department
Name, department

cc: Mayor London Breed; Board of Supervisors President Malia Cohen; Supervisors Sandra Lee Fewer, Catherine Stefani, Aaron Peskin, Katy Tang, Vallie Brown, Jane Kim, Norman Yee, Rafael Mandelman, Hillary Ronen and Asha Safai

Heckel, Hank (MYR)

From: Steinberg, David (DPW)
Sent: Friday, April 26, 2019 10:49 AM
To: Steinberg, David (DPW); Doug Yakel (AIR); Vien, Veronica (DPH); Yim, Tiffany (DPH); Silva, Christine (CPC); Celaya, Caroline (MTA); Kilshaw, Rachael (POL); Blackman, Sue (LIB); Patterson, Kate (ART); Valdez, Anthony (ENV); Miree, David (HRC); Ah Nin, Derek (ASR); Christensen, Diana (ADM); Gavin, John (ECN); Wiggins, Matthew (CON); Madjus, Lily (DBI); Strawn, William (DBI); Zamora, Francis (DEM); Jones, Lauren (TIS); Martin, Renee (PRT); Pawlowsky, Eric (REC); Patel, Nikesh (DAT); GUZMAN, ANDREA (CAT); Repola, Linda (ADM); Gard, Susan (HRD); Flannery, Eugene (MYR); Peters, Michelle (PUC); McClain, Thomas (ETH); Buckley, Theresa (TTX); Chu, Lucy (FIR); Ionin, Jonas (CPC); Boomer, Roberta (MTA); Barnes, Bill (ADM); Tucker, John (FIR); Rudakov, Vladimir (HSA); Pang, Ken (HSA); Lin-Wilson, Tiffany (REC); Heckel, Hank (MYR); Armanino, Darlene (RET); Ng, Wilson (BOS); mpowers@famsf.org; Patino, Andres-Lopez (REC); Woo, Gloria (MYR)
Subject: Next Custodians meeting + SOTF response to letter

Hi all,

Was anyone aware that the SOTF Rules Committee met March 26 and discussed the letter that many of us sent regarding decorum and conduct at meetings? A draft code of conduct is being worked on and will be referred to the full task force. More info here: https://sfgov.org/sunshine/sites/default/files/rules_032619_minutes.pdf. I know Bill Barnes was going to reach out to the SOTF administrator, so maybe we can get more information and we can discuss this at our May meeting.

Regards,

David A. Steinberg
Custodian of Records & Executive Assistant to the Director
San Francisco Public Works | City and County of San Francisco
City Hall, Room 348 - 1 Dr. Carlton B. Goodlett Pl. | San Francisco, CA 94102 | (415) 554-6950
sfpublicworks.org · twitter.com/sfpublicworks

For public records requests, please go to sfpublicworks.org/records.

Heckel, Hank (MYR)

From: Steinberg, David (DPW)
Sent: Tuesday, May 14, 2019 9:57 AM
To: Steinberg, David (DPW); Doug Yakel (AIR); Vien, Veronica (DPH); Yim, Tiffany (DPH); Silva, Christine (CPC); Celaya, Caroline (MTA); Kilshaw, Rachael (POL); Blackman, Sue (LIB); Patterson, Kate (ART); Valdez, Anthony (ENV); Miree, David (HRC); Ah Nin, Derek (ASR); Christensen, Diana (ADM); Gavin, John (ECN); Madjus, Lily (DBI); Strawn, William (DBI); Zamora, Francis (DEM); Jones, Lauren (TIS); Martin, Renee (PRT); Pawlowsky, Eric (REC); Patel, Nikesh (DAT); GUZMAN, ANDREA (CAT); Repola, Linda (ADM); Gard, Susan (HRD); Flannery, Eugene (MYR); Peters, Michelle (PUC); McClain, Thomas (ETH); Buckley, Theresa (TTX); Chu, Lucy (FIR); Ionin, Jonas (CPC); Boomer, Roberta (MTA); Barnes, Bill (ADM); Tucker, John (FIR); Rudakov, Vladimir (HSA); Pang, Ken (HSA); Lin-Wilson, Tiffany (REC); Heckel, Hank (MYR); Armanino, Darlene (RET); Ng, Wilson (BOS); mpowers@famsf.org; Patino, Andres-Lopez (REC); Woo, Gloria (MYR)
Subject: Custodians meeting today

Hi all,

Looking forward to seeing everyone and having a productive discussion. One thing I'd like to add to the agenda if there's time is related to records retention and email. Our department is considering instituting some sort of automatic deletion policy and I'd like to know what experience others may have with this idea.

Thanks,

David A. Steinberg
Custodian of Records & Executive Assistant to the Director
San Francisco Public Works | City and County of San Francisco
City Hall, Room 348 - 1 Dr. Carlton B. Goodlett Pl. | San Francisco, CA 94102 | (415) 554-6950
sfpublicworks.org · twitter.com/sfpublicworks

For public records requests, please go to sfpublicworks.org/records.

Heckel, Hank (MYR)

From: Steinberg, David (DPW)
Sent: Tuesday, July 23, 2019 11:59 AM
To: Steinberg, David (DPW); Vien, Veronica (DPH); Yim, Tiffany (DPH); Silva, Christine (CPC); HSHSunshine; Celaya, Caroline (MTA); Kilshaw, Rachael (POL); Blackman, Sue (LIB); Patterson, Kate (ART); Valdez, Anthony (ENV); Miree, David (HRC); Ah Nin, Derek (ASR); Alberto, Justine Eileen (ADM); Gavin, John (ECN); Torre, Rosanne (CON); Madjus, Lily (DBI); Strawn, William (DBI); Zamora, Francis (DEM); Jones, Lauren (TIS); Quezada, Randolph (PRT); Pawlowsky, Eric (REC); Patel, Nikesh (DAT); Guzman, Andrea (CAT); Repola, Linda (ADM); Gard, Susan (HRD); Flannery, Eugene (MYR); Peters, Michelle (PUC); McClain, Thomas (ETH); Buckley, Theresa (TTX); Chu, Lucy (FIR); Ionin, Jonas (CPC); Boomer, Roberta (MTA); Barnes, Bill (ADM); Tucker, John (FIR); Rudakov, Vladimir (HSA); Pang, Ken (HSA); Lin-Wilson, Tiffany (REC); Heckel, Hank (MYR); Ng, Wilson (BOS); mpowers@famsf.org; Armanino, Darlene (RET); Woo, Gloria (MYR); Thompson, Marianne (ECN); Doug Yakel (AIR); Patino, Andres-Lopez (REC)
Subject: SOTF & Custodians letter

Hi all,

In case you didn't listen to last week's task force audio, the issue of the letter signed by many custodians requesting a code of conduct for SOTF meetings was discussed. It starts with a report by the Rules Committee, which decided there wasn't a need for a code of conduct. The discussion that followed was interesting and the bottom line is that the task force will be inviting the custodians to attend the Aug. 7 SOTF meeting to discuss the issue.

Some interesting take-aways:

- Chairman Wolfe noted that the letter from the custodians has some gravity because of the number of signatures.
- He also pointed out that some staff (he specifically mentioned Kate's colleague from the Arts Commission) refuse to attend hearings because they feel attacked and disparaged.
- He opined that if the task force doesn't allow the custodians to speak about the issue, the task force would likely be hearing from our unions next.
- Another member pointed out that if they don't let the custodians come in and present, they would be reinforcing the bias that people feel exists.

You can listen starting at about 5:31: http://sanfrancisco.granicus.com/MediaPlayer.php?view_id=95&clip_id=33669.

David A. Steinberg
Custodian of Records & Executive Assistant to the Director
San Francisco Public Works | City and County of San Francisco
City Hall, Room 348 - 1 Dr. Carlton B. Goodlett Pl. | San Francisco, CA 94102 | (415) 554-6950
sfpublicworks.org · twitter.com/sfpublicworks

For public records requests, please go to sfpublicworks.org/records.

Heckel, Hank (MYR)

From: Steinberg, David (DPW)
Sent: Friday, August 09, 2019 12:14 PM
To: Steinberg, David (DPW); Doug Yakel (AIR); Vien, Veronica (DPH); Yim, Tiffany (DPH); Silva, Christine (CPC); HSHSunshine; Celaya, Caroline (MTA); Kilshaw, Rachael (POL); Blackman, Sue (LIB); Patterson, Kate (ART); Valdez, Anthony (ENV); Miree, David (HRC); Ah Nin, Derek (ASR); Alberto, Justine Eileen (ADM); Gavin, John (ECN); Torre, Rosanne (CON); Madjus, Lily (DBI); Strawn, William (DBI); Zamora, Francis (DEM); Jones, Lauren (TIS); Quezada, Randolph (PRT); Pawlowsky, Eric (REC); Patel, Nikesh (DAT); Repola, Linda (ADM); Gard, Susan (HRD); Flannery, Eugene (MYR); Peters, Michelle (PUC); McClain, Thomas (ETH); Buckley, Theresa (TTX); Chu, Lucy (FIR); Ionin, Jonas (CPC); Boomer, Roberta (MTA); Barnes, Bill (ADM); Tucker, John (FIR); Rudakov, Vladimir (HSA); Pang, Ken (HSA); Lin-Wilson, Tiffany (REC); Heckel, Hank (MYR); Armanino, Darlene (RET); Ng, Wilson (BOS); mpowers@famsf.org; Patino, Andres-Lopez (REC); Woo, Gloria (MYR); Thompson, Marianne (ECN)
Subject: Custodians Working Group & SOTF

Hi all,

For those of you who weren't able to attend, the SOTF spent almost an hour discussing the letter that was signed by a number of custodians asking that the Task Force adopt a code of conduct for meetings. Five of us spoke, including one custodian who hadn't even signed the letter. The others who were there can chime in, but I'd say that most members of the Task Force were resistant to adopting any rule that would prohibit personal attacks. The matter was referred back to the Rules Committee, which plans to take the issue up at its September meeting.

Given the sentiments voiced by Task Force members, it would be a good idea to meet before the September Rules meeting to plan our response. Caroline Celaya said the MTA could host our next quarterly meeting in September.

The audio here: https://sfgov.org/sunshine/audio-archive-full-sotf. The discussion about our letter and adopting a code of conduct starts at about 1:13. (The separate report from the Rules Committee chair at 4:53 notes that they intend to hold a September meeting.)

Regards,

David A. Steinberg
Custodian of Records & Executive Assistant to the Director
San Francisco Public Works | City and County of San Francisco
City Hall, Room 348 - 1 Dr. Carlton B. Goodlett Pl. | San Francisco, CA 94102 | (415) 554-6950
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For public records requests, please go to sfpublicworks.org/records.

Respondents Document Submission

CITY AND COUNTY OF SAN FRANCISCO

DENNIS J. HERRERA
City Attorney

OFFICE OF THE CITY ATTORNEY

BRADLEY A. RUSSI
DEPUTY CITY ATTORNEY

Direct Dial: (415) 554-4645
Email: brad.russi@sfcityatty.org

September 5, 2019

Sent via email (76434-70600365@requests.muckrock.com)

Re: Petition to Supervisor of Records

To Whom It May Concern:

This letter responds to your petition to the Supervisor of Records submitted on August 26, 2019, concerning a public records request to the Mayor's Office dated July 2, 2019, in which you requested various emails and other forms of electronic communications from mayoral staff. You have sought a determination from the Supervisor of Records on the following issues related to this request:

> This petition is regarding, inter alia, the Office of Mayor's:
>
> (a) failure to provide various email in .msg format and with headers,
>
> (b) use of personal and/or secret communications technologies to discuss the people's business and therefore failing to preserve correspondence in a "professional and businesslike" manner (67.29-7).
>
> (c) use of scanned PDFs instead of text PDFs, and
>
> (d) lack of specificity re: redaction justification.

With regard to item (a), you have acknowledged that our "Aug. 26, 2019 response to [your] 19044 May 8 petition already reflects [this] office's position regarding (a)."

Items (b) and (c) are beyond the jurisdiction of the Supervisor of Records. The Sunshine Ordinance (Section 67.21(d) of the Administrative Code), tasks the Supervisor of Records with determining whether a City department has withheld a record, or any part of a record, without a lawful basis for doing so – for determining "whether the record requested, or any part of the record requested, is public." With regard to item (b), you do not allege that the Mayor's Office has withheld or redacted public records responsive to your request. Instead, you allege that the Mayor's Office failed to maintain some records in a "professional and businesslike" manner in violation of Section 67.29-7 of the Sunshine Ordinance by using the Signal application. Whether the use of a particular communications technology is proper and complies with this provision of the Sunshine Ordinance is not an issue within the ambit of our responsibility under the Sunshine Ordinance. Similarly, with respect to item (c), whether the Sunshine Ordinance requires the Mayor's Office to produce a searchable PDF file is beyond the scope of our review; we do not

view this as an allegation that the Mayor's Office improperly withheld a record or any part of a record.

Finally, with respect to item (d), we understand that the Mayor's Office has agreed to identify the legal basis for each redaction that it applied to the responsive documents. If after receiving this information, you believe that the Mayor's Office improperly relied on an exemption to redact information, please follow up with us and we will address your concern at that time.

Very truly yours,

DENNIS J. HERRERA
City Attorney

Bradley A. Russi
Deputy City Attorney

CITY AND COUNTY OF SAN FRANCISCO

DENNIS J. HERRERA
City Attorney

OFFICE OF THE CITY ATTORNEY

BRADLEY A. RUSSI
DEPUTY CITY ATTORNEY

Direct Dial: (415) 554-4645
Email: brad.russi@sfcityatty.org

October 1, 2019

Sent via email (72056-97339218@requests.muckrock.com)

Re: Petition to Supervisor of Records

To Whom It May Concern:

This letter responds to your petition to the Supervisor of Records concerning your August 23, 2019 request to the Department of Public Works ("DPW") for the following:

> A. IMMEDIATE DISCLOSURE: an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails RECEIVED BY EVERY OFFICIAL government email account of
>
> 1. Director, Public Works;
>
> 2. Director, Policy and Communications;
>
> 3. City Architect;
>
> 4. City Engineer;
>
> 5. Deputy Director for Operations;
>
> 6. Deputy Director for Financial Management and Administration;
>
> 7. (Acting) Chief Information Officer;
>
> 8. Custodian of Records
>
> 9. All persons having an Executive Assistant, Personal Assistant, Admin. Assistant or Secretary or equivalent title which report directly to the Director, Public Works
>
> B. IMMEDIATE DISCLOSURE: an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails SENT FROM EVERY OFFICIAL government email account of [[same list of titles as 1–9]]
>
> C. regular disclosure: an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and

> inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails SENT FROM EVERY PERSONAL email account(s) of the following officials, TO/CC/BCC any City/County email address, solely to the extent that such emails are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such emails exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records. [[same list of titles as 1–9]]
>
> D. regular disclosure: an electronic copy, in the original electronic format, with all headers, metadata, timestamps, attachments, appendices, exhibits, and inline images, except those explicitly exempted by the Ordinance, of the most recent 10 emails RECEIVED BY EVERY PERSONAL email account(s) of the following officials, FROM any City/County email address, solely to the extent that such emails are regarding the public's business and disclosable under relevant statute and case law, including but not limited to City of San Jose v Superior Court (2017). If NO such emails exist for each entry, remember you must state under Govt Code 6253(c) that there are no responsive records. [[same list of titles as 1–9]]

DPW produced records responsive to your request on September 5 and September 13. (*See* https://sanfrancisco.nextrequest.com/requests/19-3609).

First, you contend that DPW either failed to produce public records maintained on employees' personal accounts or failed to state that it had no such responsive records. We understand DPW has now stated it has no such responsive records.

Second, you contend that DPW improperly withheld native files and metadata. For the reasons articulated in our response to another one of your petitions, attached hereto as Exhibit A, we find that DPW did not improperly withhold native files or metadata.

Third, you contend that DPW improperly withheld email addresses of City employees in the To/From/Cc/Bcc headers of some emails provided in PDF format. We find that DPW did not improperly withhold information. DPW provided the records in PDF format, which we find to be reasonable and appropriate. We understand that the way in which the City's email system prints such records – and the way they appear on the screen – does not show the email addresses. You may of course request a directory of City email addresses if you so choose. Similarly, you contend that DPW withheld URL links, HTML content, certain images, and timestamp information due to the manner in which the records were printed and provided. We find that DPW did not improperly withhold this information for the same reasons.

Finally, you request that we determine whether some or part of the information in 116 different metadata headers must be disclosed. We decline to do so. DPW produced the records in PDF format and did not disclose the metadata headers, and we have already determined that this is a proper way to respond to the request. Moreover, the information contained in these fields is highly technical and without engaging in an analysis that exceeds the requirements of the Public Records Act, the information is not "reasonably segregable," further supporting DPW's method of responding to the request. *See* Gov't Code § 6253(a).

For the reasons stated above, your petition is denied.

Very truly yours,

DENNIS J. HERRERA
City Attorney

Bradley A. Russi
Deputy City Attorney

Leger, Cheryl (BOS)

From:	Heckel, Hank (MYR)
Sent:	Tuesday, September 3, 2019 11:32 PM
To:	SOTF, (BOS)
Cc:	76434-70600365@requests.muckrock.com
Subject:	Re: SOTF - Complaint Filed with the Sunshine Ordinance Task Force - File No. 19091

Dear Members of the Task Force,

The complaint referenced below by Anonymous raises largely the same issues regarding metadata as an existing dispute with the same requestor. That complaint is FIle No. 19044. The Office of the Mayor hereby incorporates by reference, as if fully set forth herein, its response to that complaint, which is included in File No. 19044.

For the same reasons previously set forth in its response to File No. 19044, the Office of the Mayor respectfully submits that no violation has occurred. The new complaint File No. 19091 raises some additional issues to which the Office of the Mayor responds as follows:

1. Anonymous asserts that there has been a violation of SF Admin Code Sec. 67.29-7 requiring the keeping of records "in a professional and businesslike manner" based on the very limited usage of the texting app Signal. Anonymous complains that this app permits "encrypted and automatically-expiring communications". However, the communications at issue received by Anonymous were neither encrypted nor automatically deleted as demonstrated by the fact that Anonymous now possesses them. Some theoretical but not actually used functionality of a communications app cannot form the basis for a violation of 67.29-7 and Anonymous points to no such basis. Moreover, there is no authority cited for the proposition that 67.29-7 prohibits certain communications platforms or requires certain retention periods outside of the general orderly maintenance of documents in a manner that makes them presentable and organized.
2. Anonymous complains that the communications of "Senior Advisor to the Mayor on the Environment", Tyrone Jue, were omitted from production. Again, Anonymous received the communications in question on Signal from Sean Elsbernd which included the messages sent and received by Tyrone Jue. Tyrone Jue was not included in the larger communications audit because we understood Anonymous' request to be directed to the general "Senior Advisor to the Mayor" position, a title held only by Marjan Philhour, not Senior Advisors on certain policy areas. This is simply a misunderstanding and not an intentional withholding. If Anonymous wishes to include Mr. Jue in the request they may do so.
3. Anonymous asserts that the Office of the Mayor did not provide a basis for withholding certain metadata and redacted information. Regarding metadata and format we cited to Cal Gov Code 6253.9(a)(1) and 6253.9(f) and Anonymous discusses their objections to these grounds extensively here and in the file for complaint no. 19044. Anonymous is thus plainly aware of the basis for withholding, though disputes them. We rely on our previous arguments regarding these bases but there can be no question that Anonymous received notice of the basis for withholding. Regarding redactions for privacy, privilege and other bases, the attached files showing our initial responses to these requests show citations for various categories of withholding. If requestor seeks a key

matching specific redactions and bases we are happy to cooperate in working with requestor to provide this information and make the exemptions clearer.

For these reasons and those provided in response to File No. 19044, it is our position that no violation has occurred. Regarding the practices of other departments for certain requests regarding metadata cited herein by requestor, we do not agree that certain exceptions to the practice of withholding metadata to preserve the security and integrity of the network and computers of the city justifies abandoning such safeguards in all cases.

We are glad to further work with Anonymous to fulfill other aspects of this request including providing additional custodians as specified and further explaining any withholdings.

Regards,

Hank Heckel
Compliance Officer
Office of Mayor London N. Breed
City and County of San Francisco

From: SOTF, (BOS) <sotf@sfgov.org>
Sent: Monday, August 26, 2019 2:43 PM
To: Heckel, Hank (MYR) <hank.heckel@sfgov.org>; Breed, London (MYR) <london.breed@sfgov.org>; Breed, Mayor London (MYR) <mayorlondonbreed@sfgov.org>
Cc: 76434-70600365@requests.muckrock.com <76434-70600365@requests.muckrock.com>
Subject: SOTF - Complaint Filed with the Sunshine Ordinance Task Force - File No. 19091

Good Afternoon:

The Office of the Mayor has been named as a Respondent in the attached complaint filed with the Sunshine Ordinance Task Force. Please respond to the following complaint/request within five business days. **The Respondent is required to submit a written response to the allegations including any and all supporting documents, recordings, electronic media, etc., to the Task Force within five (5) business days of receipt of this notice.** This is your opportunity to provide a full explanation to allow the Task Force to be fully informed in considering your response prior its meeting.

Please include the following information in your response if applicable:

1. List all relevant records with descriptions that have been provided pursuant to the Complainant request.
2. Date the relevant records were provided to the Complainant.
3. Description of the method used, along with any relevant search terms used, to search for the relevant records.
4. Statement/declaration that all relevant documents have been provided, does not exist, or has been excluded.
5. Copy of the original request for records (if applicable).

Please refer to the File Number when submitting any new information and/or supporting documents pertaining to this complaint.

The Complainant alleges:
Complaint Attached.

Cheryl Leger
Assistant Clerk, Board of Supervisors
Tel: 415-554-7724


Click here to complete a Board of Supervisors Customer Service Satisfaction form.

The Legislative Research Center provides 24-hour access to Board of Supervisors legislation, and archived matters since August 1998.

Disclosures: *Personal information that is provided in communications to the Board of Supervisors is subject to disclosure under the California Public Records Act and the San Francisco Sunshine Ordinance. Personal information provided will not be redacted. Members of the public are not required to provide personal identifying information when they communicate with the Board of Supervisors and its committees. All written or oral communications that members of the public submit to the Clerk's Office regarding pending legislation or hearings will be made available to all members of the public for inspection and copying. The Clerk's Office does not redact any information from these submissions. This means that personal information—including names, phone numbers, addresses and similar information that a member of the public elects to submit to the Board and its committees—may appear on the Board of Supervisors website or in other public documents that members of the public may inspect or copy.*

Leger, Cheryl (BOS)

From:	SOTF, (BOS)
Sent:	Thursday, September 26, 2019 5:49 PM
To:	'Mo Green'; LAKE, JOSEPH (CAT); 'Cote, John (CAT)'; WALCZAK, KENNETH (CAT); Peters, Michelle (PUC); MICHAEL PETRELIS; Heckel, Hank (MYR); Breed, Mayor London (MYR); Elsbernd, Sean (MYR); '76434-70600365@requests.muckrock.com'; '79182-05441065 @requests.muckrock.com'; D'Amato, Nina (TIS); Gerull, Linda (TIS)
Subject:	SOTF - Updated Notice of Appearance - Complaint Committee; October 15, 2019 5:30 p.m.

Good Afternoon:

You are receiving this notice because you are named as a Complainant or Respondent in one of the following complaints scheduled before the Complaint Committee to: 1) hear the merits of the complaint; 2) issue a determination; and/or 3) consider referrals from a Task Force Committee.

Date: October 15, 2019

Location: City Hall, Room 408

Time: 5:30 p.m.

Complainants: Your attendance is required for this meeting/hearing.

Respondents/Departments: Pursuant to Section 67.21 (e) of the Ordinance, the custodian of records or a representative of your department, who can speak to the matter, is required at the meeting/hearing.

Complaints:

File No. 19084: Complaint filed by Mo Green against the City Attorney's Office for allegedly violating Administrative Code (Sunshine Ordinance), Sections 67.21 and 67.25, by failing to respond to a request for documents in a timely and/or complete manner.

File No. 19085: Complaint filed by Mo Green against the Public Utilities Commission for allegedly violating Administrative Code (Sunshine Ordinance), Sections 67.21 and 67.25, by failing to respond to a request for documents in a timely and/or complete.

File No. 19093: Complaint filed by Michael Petrelis against Mayor London Breed and the Office of the Mayor for allegedly violating Administrative Code, (Sunshine Ordinance) Sections 67.21 by failing to respond to a request for public records in a timely and/or complete manner.

File No. 19091: Complaint filed by Anonymous against Mayor London Breed, Hank Heckel and the Office of the Mayor for allegedly violating Administrative Code, (Sunshine Ordinance) Sections 67.21, 67.26, 67.27 and 67.29-7, by failing to respond to a request for public records in a timely and/or complete manner.

File No. 19094: Complaint filed by Anonymous against Linda Gerull and the Department of Technology for allegedly violating Administrative Code (Sunshine Ordinance), Sections 67.21, 67.25, 67.26 and 67.27 by failing to respond to a public records request in a timely and/or complete manner.

Documentation (evidence supporting/disputing complaint)

For a document to be considered, it must be received at least five (5) working days before the hearing (see attached Public Complaint Procedure). F***or inclusion into the agenda packet, supplemental/supporting documents must be received by 5:00 pm, October 7, 2019.***

Leger, Cheryl (BOS)

From: Bruce Wolfe <sotf@brucewolfe.net>
Sent: Thursday, September 26, 2019 5:31 PM
To: SOTF, (BOS)
Subject: Re: FW: Request for 2 complaint waiver

The two-complaint rule is against the same respondent, not individual and distinct respondents, as there may be specific and differing aspects of operations and (other) applicable law. The request is DENIED.

Bruce Wolfe, Chair
SF Sunshine Ordinance Task Force

(Response is very limited during business hours on business days and holidays)
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On Thu, Sep 26, 2019 at 1:45 PM SOTF, (BOS) <sotf@sfgov.org> wrote:
Dear Chair Wolfe:

Please see the email from Anonymous below and his request. I have included the complaint descriptions also below for your reference. Thank you.

File No. 19091: Complaint filed by Anonymous against Mayor London Breed, Hank Heckel and the Office of the Mayor for allegedly violating Administrative Code, (Sunshine Ordinance) Sections 67.21, 67.26, 67.27 and 67.29-7, by failing to respond to a request for public records in a timely and/or complete manner.

File No. 19097: Complaint filed by Anonymous against Public Works for allegedly violating Administrative Code (Sunshine Ordinance), Sections 67.21, 67.26 and 67.27, by failing to respond to a public records request in a timely and/or complete manner.

File No. 19098: Complaint filed by Anonymous against Police Department for allegedly violating Administrative Code (Sunshine Ordinance), Sections 67.21, 67.26 and 67.27, by failing to respond to a public records request in a timely and/or complete manner.

Cheryl Leger
Assistant Clerk, Board of Supervisors
Tel: 415-554-7724

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-----Original Message-----
From: Anonymous <arecordsrequestor@protonmail.com>
Sent: Thursday, September 26, 2019 10:46 AM
To: SOTF, (BOS) <sotf@sfgov.org>
Subject: Request for 2 complaint waiver

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

Ms. Leger and/or Chair Wolfe,

I ask that you waive your 2-complaint rule and schedule 19091, 19097, and 19098 (all regarding text messages, chat messages, personal accounts and email) together at an available committee meeting -- while they are directed towards different respondents, the legal issues will be quite similar (but not identical, since each respondent's degree of following the Ordinance varies). Furthermore, jurisdictional issues at the committee level should be essentially identical, and it appears the task force does occasionally waive its limit.

Thanks,

Anonymous complainant in 19091, 19097, and 19098

Leger, Cheryl (BOS)

From: Anonymous <arecordsrequestor@protonmail.com>
Sent: Thursday, September 12, 2019 5:58 PM
To: SOTF, (BOS)
Subject: Case Management

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

Good afternoon SOTF,

I am the anonymous complainant in the following pending cases:

- 19044 v City Attorney (re: Email, 67.21(d) failure) - awaiting en banc scheduling
- 19047 v Mayor (re: Calendars) - awaiting en banc scheduling

- 19089 v City Attorney (re: 67.21(d) failure) - scheduled committee 9/24

- 19091 v Mayor (re: Email, text, chat, personal accounts) - awaiting committee scheduling
- 19094 v Dept. of Technology (re: SB 272 failure) - awaiting committee scheduling
- 19095 v City Attorney (re: SB 272 failure) - awaiting committee scheduling
- 19097 v Public Works (re: Email, personal accounts) - awaiting committee scheduling

I believe your internal rules, but not the Ordinance, have an overridable maximum of 2 complaints per meeting per complainant.
I am voluntarily informing you, and entering into the public record, that I am the same anonymous complainant in each of the above cases so you may enforce your agenda fairness rules as you see fit. Please continue to use the individual email addresses I have filed as contact information however for formal notices and replies and such in each of those cases so they are automatically organized to the correct docket.

My requests/questions for either the committee chairs or administrators are as follows:

1. Can you schedule 19094 and 19095 together for committee? They share a lot of factual and legal subject matter, with different respondents.
2. Can you schedule 19091 and 19097 together for committee? They share a lot of legal subject matter, with different respondents and facts.
3. I expect to file shortly a series of additional complaints regarding matters of significantly more public interest in disclosure, is it permitted for a complainant to request that their later-filed complaints are prioritized before their own earlier-filed complaints?
4. I understand you have a large backlog of complaints. Is there any mechanism for complainants to enforce the 45 day requirement in SFAC 67.21(e) "The Sunshine Task Force shall inform the petitioner, as soon as possible and within 2 days after its next meeting but in no case later than 45 days from when a petition in writing is received, of its determination whether the record requested, or any part of the record requested, is public."
5. The Ordinance appears to require a hearing only if the complainant requests it ("Where requested by the petition, the Sunshine Task Force may conduct a public hearing concerning the records request denial."). Is there a process to submit a complaint "on the briefs" where the Task Force would issue orders based just on the written record from complainants and respondents?

If my requests for coordinated scheduling would delay hearing any file (ex. because only 1 slot and not 2 are available), then please ignore my requests and please choose the scheduling option with minimal delay.

Sincerely,

Anonymous

Sent with ProtonMail Secure Email.

Leger, Cheryl (BOS)

From: SOTF, (BOS)
Sent: Tuesday, January 7, 2020 4:29 PM
To: 'libraryusers2004@yahoo.com'; Buckley, Theresa (TTX); Cisneros, Jose (TTX); Gard, Susan (HRD); Callahan, Micki (HRD); 'terence kerrisk'; 'JOHN HOOPER'; Corgas, Christopher (ECN); Thompson, Marianne (ECN); Nuru, Mohammed (DPW); Goldberg, Jonathan (DPW); Steinberg, David (DPW); '72056-97339218@requests.muckrock.com'; COTE, JOHN (CAT); 'Justin Barker'; 'vitusl@sfzoo.org'; tanyap@sfzoo.org; 'MICHAEL PETRELIS'; Breed, Mayor London (MYR); Heckel, Hank (MYR); '76434-70600365 @requests.muckrock.com'
Subject: SOTF - Notice of Appearance, January 21, 2020 - Sunshine Ordinance Task Force; 4:00 PM

Good Afternoon:

You are receiving this notice because you are named as a Complainant or Respondent in one of the following complaints scheduled before the Sunshine Ordinance Task Force to: 1) hear the merits of the complaint; 2) issue a determination; and/or 3) consider referrals from a Task Force Committee.

Date: January 21, 2020

Location: City Hall, Room 408

Time: 4:00 p.m.

Complainants: Your attendance is required for this meeting/hearing.

Respondents/Departments: Pursuant to Section 67.21 (e) of the Ordinance, the custodian of records or a representative of your department, who can speak to the matter, is required at the meeting/hearing.

Complaints:

File No. 19011: Complaint filed by the Library Users Association against Theresa Buckley, Jose Cisneros, Christa Brown, Anne Stuhldreher and the Office of the Treasurer and Tax Collector for allegedly violating Administrative Code (Sunshine Ordinance), Sections 67.21(a)(b)(c), by failing to respond to a request for public records in a timely and/or complete manner and by failing to provide the requestor with assistance by directing the requestor to the proper office or staff person.

File No. 19015: Complaint filed by Terrence J. Kerrisk against the Department of Human Resources 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.

File No. 19061: Complaint filed by John Hooper against the Office of Economic and Workforce Development 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.

File No. 19062: Complaint filed by John Hooper against Public Works 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.

File No. 19044: Complaint filed by Anonymous against Dennis Herrera and the Office of the City Attorney for allegedly violating Administrative Code (Sunshine Ordinance), Sections 67.21, 61.26, 61.27, Government Code Sections 6253, 6253.9 and 6255, by failing to respond to a public records request in a timely and/or complete manner.

File No. 19092: Complaint filed by Justin Barker against the San Francisco Zoo for allegedly violating Administrative Code (Sunshine Ordinance), Section 67.25, by failing to respond to an Immediate Disclosure Request in a timely and/or complete manner.

File No. 19093: Complaint filed by Michael Petrelis against Sean Elsbernd and the Office of the Mayor for allegedly violating Administrative Code, (Sunshine Ordinance) Sections 67.21 by failing to respond to a request for public records in a timely and/or complete manner.

File No. 19091: Complaint filed by Anonymous against Mayor London Breed, the Office of the Mayor, Hank Heckel, Tryone Jue, Sean Elsbernd, Andres Power, Andrea Bruss, Marjon Philhour, Jeff Cretan, Sophia Kittler for allegedly violating Administrative Code, (Sunshine Ordinance) Sections 67.21, 67.26, 67.27 and 67.29-7, by failing to respond to a request for public records in a timely and/or complete manner.

Documentation (evidence supporting/disputing complaint)

For a document to be considered, it must be received at least five (5) working days before the hearing (see attached Public Complaint Procedure).

For inclusion in the agenda packet, supplemental/supporting documents must be received by ***5:00 pm, January 13, 2020.***

Cheryl Leger
Assistant Clerk, Board of Supervisors
Tel: 415-554-7724

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Leger, Cheryl (BOS)

From:	SOTF, (BOS)
Sent:	Thursday, September 26, 2019 5:49 PM
To:	'Mo Green'; LAKE, JOSEPH (CAT); 'Cote, John (CAT)'; WALCZAK, KENNETH (CAT); Peters, Michelle (PUC); MICHAEL PETRELIS; Heckel, Hank (MYR); Breed, Mayor London (MYR); Elsbernd, Sean (MYR); '76434-70600365@requests.muckrock.com'; '79182-05441065 @requests.muckrock.com'; D'Amato, Nina (TIS); Gerull, Linda (TIS)
Subject:	SOTF - Updated Notice of Appearance - Complaint Committee; October 15, 2019 5:30 p.m.

Good Afternoon:

You are receiving this notice because you are named as a Complainant or Respondent in one of the following complaints scheduled before the Complaint Committee to: 1) hear the merits of the complaint; 2) issue a determination; and/or 3) consider referrals from a Task Force Committee.

Date: October 15, 2019

Location: City Hall, Room 408

Time: 5:30 p.m.

Complainants: Your attendance is required for this meeting/hearing.

Respondents/Departments: Pursuant to Section 67.21 (e) of the Ordinance, the custodian of records or a representative of your department, who can speak to the matter, is required at the meeting/hearing.

Complaints:

File No. 19084: Complaint filed by Mo Green against the City Attorney's Office for allegedly violating Administrative Code (Sunshine Ordinance), Sections 67.21 and 67.25, by failing to respond to a request for documents in a timely and/or complete manner.

File No. 19085: Complaint filed by Mo Green against the Public Utilities Commission for allegedly violating Administrative Code (Sunshine Ordinance), Sections 67.21 and 67.25, by failing to respond to a request for documents in a timely and/or complete.

File No. 19093: Complaint filed by Michael Petrelis against Mayor London Breed and the Office of the Mayor for allegedly violating Administrative Code, (Sunshine Ordinance) Sections 67.21 by failing to respond to a request for public records in a timely and/or complete manner.

File No. 19091: Complaint filed by Anonymous against Mayor London Breed, Hank Heckel and the Office of the Mayor for allegedly violating Administrative Code, (Sunshine Ordinance) Sections 67.21, 67.26, 67.27 and 67.29-7, by failing to respond to a request for public records in a timely and/or complete manner.

File No. 19094: Complaint filed by Anonymous against Linda Gerull and the Department of Technology for allegedly violating Administrative Code (Sunshine Ordinance), Sections 67.21, 67.25, 67.26 and 67.27 by failing to respond to a public records request in a timely and/or complete manner.

Documentation (evidence supporting/disputing complaint)

For a document to be considered, it must be received at least five (5) working days before the hearing (see attached Public Complaint Procedure). F***or inclusion into the agenda packet, supplemental/supporting documents must be received by 5:00 pm, October 7, 2019.***

Leger, Cheryl (BOS)

From: SOTF, (BOS)
Sent: Monday, August 26, 2019 2:44 PM
To: Heckel, Hank (MYR); Breed, London (MYR); Breed, Mayor London (MYR)
Cc: '76434-70600365@requests.muckrock.com'
Subject: SOTF - Complaint Filed with the Sunshine Ordinance Task Force - File No. 19091
Attachments: SOTF - Complaint Procedure 2018-12-05 FINAL.pdf; 19091 Complaint.pdf

Good Afternoon:

The Office of the Mayor has been named as a Respondent in the attached complaint filed with the Sunshine Ordinance Task Force. Please respond to the following complaint/request within five business days.

The Respondent is required to submit a written response to the allegations including any and all supporting documents, recordings, electronic media, etc., to the Task Force within five (5) business days of receipt of this notice. This is your opportunity to provide a full explanation to allow the Task Force to be fully informed in considering your response prior its meeting.

Please include the following information in your response if applicable:

1. List all relevant records with descriptions that have been provided pursuant to the Complainant request.
2. Date the relevant records were provided to the Complainant.
3. Description of the method used, along with any relevant search terms used, to search for the relevant records.
4. Statement/declaration that all relevant documents have been provided, does not exist, or has been excluded.
5. Copy of the original request for records (if applicable).

Please refer to the File Number when submitting any new information and/or supporting documents pertaining to this complaint.

The Complainant alleges:
Complaint Attached.

Cheryl Leger
Assistant Clerk, Board of Supervisors
Tel: 415-554-7724

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