

D R A F T Minutes for Sunshine Ordinance Task Force

Special Meeting of 9/13 July, 1999

1. Convened the recessed special meeting of 9 July (Not held due to lack of quorum) at 4:05 PM on 13 July.
2. Vice-Chair Planthold volunteered to take notes for this meeting, in the absence of the Secretary.

Attendance: Pilpel, Planthold, Bernstein, Brannon, Cauthen, Brugmann, Ray Watkins. Staff: Clerk Rachel Arnstine O'Hara (Ms. Nicole Wong resigned, leaving two vacancies.)

3. Deliberative Process Privilege

Ms. Bernstein, Chair of the ad hoc committee on this topic, reported there was no consensus from the committee members who had attended (Bernstein, Watkins, and Chair Pilpel sitting in as an ex officio member). This topic will be discussed at future meetings.

M/S/C: Continue this item until the ad hoc committee has a report and recommendations. Without objection.

4. Sunshine Initiative considerations

We heard that consideration now by the SOTF may be irrelevant and unproductive--since the proposed Sunshine Initiative is fixed in form and now filed with the Dep't of Elections for verification of the signatures submitted to get it on the ballot,

M/S/ Failed The SOTF not recommend to the Board of Supervisors to take any position on the Sunshine Initiative.

Upon advice from our assigned Deputy City Attorney, the Chair ruled such a motion out of order because it could be a question of appropriateness for the SOTF to even make any recommendation at this point. We were advised that the SOTF could have some hearing(s) on this Sunshine Initiative or even ask the Board. of Supes. to have some form of hearing(s).

M/S/Failed Request the Board of Supes. to have a hearing on the Sunshine Initiative (On a tie vote, 4-4.)

Aye: Pilpel, Planthold, Bernstein, Ray.

No : Brugmann, Watkins, Cauthen, Brannon.

Public Comment on the Motion: Mr. Knee, one of those who worked on developing the Sunshine Initiative, urged the SOTF to not pass the motion.

Other members of the SOTF echoed the concern that such a call for a hearing could result in publicity that damages the Sunshine Initiative. Staff told us that a hearing likely could not be heard in a timely way for the election and that any individual could ask a Supervisor to hold such a hearing.

Adjourned at 5 PM.

Special meeting of 13 July 1999

1. Convened at 5 PM.
2. Vice-Chair Planthold volunteered to take notes for this special meeting, in the **absence** of the Secretary.
3. Present: Pilpel, Plantold, Bernstein, **Brannon**, Brugmann, Cauthen, Watkins. Staff: Clerk Rachel Arnstine **O'Hara**.
Excused: **Ray**
3. Task Force Procedure & Outstanding Work Items

We heard from Steve Nelson, Dir. of Administrative Services, about the capacity of his office and staff to provide continued (unfunded) support to the SOTF. He told us that our Clerk's diligence on behalf of the SOTF can restrict her time and ability to adequately fulfill her other assigned (and funded) duties. Mr. Nelson said that previous **CAOs** had accepted that the SOTF could get Admin. Services staff time on mailing out agenda, receiving and following up on complaints, and handling other simple administrative matters. We heard questions about how well the Bd. of Supes. addresses funding/staffing requirements when it establishes some advisory body. We heard that other advisory groups are much narrower **inscope** and impact on city **dep'ts.** and residents, whereas the SOTF can affect every city department and every resident's ability to know what's happening in city government. We heard also that our Clerk had taken on additional duties beyond what had previously been committed to, partially to the detriment of other assigned duties. This leads to a gap between what resources are obtainable and what services are needed. This could change, if necessary funding flows from the Bd. of Supes. and/or if the Sunshine Initiative passes.

We then heard a series of questions from Ms. Bernstein, crafted so as to help us move forward, as to:

Perceived **MI**ssion

Accepted Priorities, and how to establish some process for setting same

Constraints on

Additional Responsibilities for Officers

Achieving a wider impact on Media

Necessity for and focus of ad hoc committees

Complaints handling, how does it/should it happen

Agenda, appropriateness of length, timeliness of distribution, length of documentation, and possibility of some authorized abridgment of same.

Minutes of Special SOTF Meeting of 13 July 1999

D R A F T

The Clerk told us there are two large file drawers full of SOTF records and that they may not be fully-organized and **cross-**referenced to know all that we have. She solicited the assistance of any member to spend an hour looking over the files for any material responsive to the above questions posed by Ms. Bernstein. Ms. Cauthen positively responded to this request to look over the files for improving access to the information therein; Ms. Bernstein, Mr. Pilpel, and Mr. Watkins also positively responded.

No public comment.

Adjourned at 6:03 PM.