



City and County of San Francisco

Sunshine Ordinance Task Force Complaint Committee

City Hall
1 Dr. Carlton B. Goodlett Place,
Room 244
San Francisco, CA 94102-4689

Meeting Minutes

Members: Dean Schmidt (Chair), Laura Stein, and Saul Sugarman

Clerk: Victor Young
(415) 554-7719 ~ victor.young@sfgov.org

**Tuesday, October 21,
2025**

**5:30 p.m.
Regular Meeting**

City Hall, Room 408

1. **CALL TO ORDER, ROLL CALL, AND AGENDA CHANGES (00:00:21)**

The meeting was called to order at 5:31 p.m. Chair Schmidt and Member Sugarman were noted present. Member Stein was noted absent. Administrator Victor Young was present. There was a quorum.

Action Taken regarding Item 5, File No. 25033, is listed below.

2. **Approval of the July 17, 2025, Sunshine Ordinance Task Force Complaint Committee Regular Meeting minutes. (00:06:44)**

Action: Moved by Chair Schimdt, seconded by Member Sugarman, to approve the July 17, 2025 minutes.

Public Comment: None.

The motion **PASSED** by the following vote:

Ayes: 2 – Schimdt, Sugarman

Noes: 0 – None

Absent: 1 – Stein

3. **Approval of the August 19, 2025, Sunshine Ordinance Task Force Complaint Committee Regular Meeting minutes.(00:09:23)**

Action: Moved by Chair Schimdt, seconded by Member Sugarman, to approve the August 19, 2025 minutes.

Public Comment: None.

The motion **PASSED** by the following vote:

Ayes: 2 – Schimdt, Sugarman

Noes: 0 – None

Absent: 1 – Stein

4. **Public Comment:** Members of the public may address the Committee on matters that are within the Committee’s jurisdiction but not on today’s agenda. (00:10:22)

Speakers: None.

5. **File No. 25033:** Complaint filed by Joudere Gaines against San Francisco Municipal Transportation Agency for allegedly violating Administrative Code (Sunshine Ordinance), Section(s) 67.21, by failing to respond to a public records request in a timely and/or complete manner. (00:08:25)

(On September 23, 2025, the Education, Outreach, and Training Committee continued the matter and forwarded it to the Complaint Committee and asked that the San Francisco Municipal Transportation Agency provide a point-by-point response to each of the requests listed in NR 24-6646 located on pages 3-8 of the meeting packet.)

The Petitioner requested a continuance via email on 10/21/25.

Caroline Celaya, Municipal Transportation Agency (Respondent) stated there are no objections to the continuance.

Action: Moved by Chair Schimdt, seconded by Member Sugarman, to continue the matter to the call of the chair.

Public Comment: None.

The motion **PASSED** by the following vote:

Ayes: 2 – Schimdt, Sugarman

Noes: 0 – None

Absent: 1 – Stein

6. **File No. 25070 (P214979-071125):** Complaint filed by Rosa L against the San Francisco Police Department for allegedly violating Administrative Code (Sunshine Ordinance), Section(s) 67.21, by failing to respond to a public records request in a timely and/or complete manner. (00:10:59)

The Petitioner was not present and did not provide notice of non-attendance.

Action: Moved by Chair Schimdt, seconded by Member Sugarman, to table/close the Complaint. (Notice will be provided to the Petitioner and an opportunity will be provided to request reopening of the complaint.)

Public Comment: None.

The motion **PASSED** by the following vote:

Ayes: 2 – Schimdt, Sugarman

Noes: 0 – None

Absent: 1 – Stein

7. **File No. 25072: (P211969-061725):** Complaint filed by Annie Gilbertson against the San Francisco Police Department for allegedly violating Administrative Code (Sunshine Ordinance), Section(s) 67.24(d), by failing to allow access to law enforcement information.

The Petitioner was not present and did not provide notice of non-attendance.

Action: Moved by Chair Schimdt, seconded by Member Sugarman, to table/close the Complaint. (Notice will be provided to the Petitioner and an opportunity will be provided to request reopening of the complaint.)

Public Comment: None.

The motion **PASSED** by the following vote:

Ayes: 2 – Schimdt, Sugarman

Noes: 0 – None

Absent: 1 – Stein

8. **File No. 25074:** Complaint filed by Patrick Monette-Shaw against the Department of Public Health for allegedly violating Administrative Code (Sunshine Ordinance), Section(s) 67.5, by failing to hold open and public meetings. (00:13:11)

Patrick Monette-Shaw (Petitioner) provided a summary of the complaint and requested the Committee to find violations. Mr. Monette-Shaw stated that the remote access code was incorrect on the agenda and remote public comment could not be made.

Victor Lim, Department of Public Health (Respondent) provided a summary of the department's position. Mr. Lim acknowledged that there was a clerical error made on the agenda for the September 8, 2025 meeting and that correct login information was posted in an attempt to correct the information. Steps have since been taken to prevent the problem occurring in the future. Mr. Lim requested dismissal of the complaint.

Action: Moved by Chair Schimdt, seconded by Member Sugarman, to find that the SOTF has jurisdiction and refer the matter to the SOTF Consent agenda with the recommendation to find that the Department of Public Health violated Administrative Code (Sunshine Ordinance), Section 67.7, by failing to provide accurate telephone login information for remote meeting access on the agenda.

Public Comment: None.

The motion **PASSED** by the following vote:

Ayes: 2 – Schimdt, Sugarman

Noes: 0 – None

Absent: 1 – Stein

9. **File No. 25075:** Complaint filed by Jared Stratton against San Francisco Police Department for allegedly violating Administrative Code (Sunshine Ordinance), Section(s) 67.21, by failing to respond to a public records request in a timely and/or complete manner. (00:50:11)

The Petitioner was not present and did not provide notice of non-attendance.

Action: Moved by Chair Schimdt, seconded by Member Sugarman, to table/close the Complaint. (Notice will be provided to the Petitioner and an opportunity will be provided to request reopening of the complaint.)

Public Comment: None.

The motion **PASSED** by the following vote:

Ayes: 2 – Schimdt, Sugarman

Noes: 0 – None

Absent: 1 – Stein

10. **File No. 25077:** Complaint filed by Chikodi Chima against the Human Services Agency for allegedly violating Administrative Code (Sunshine Ordinance), Section(s) 67.21, by failing to respond to a public records request in a timely and/or complete manner. (00:54:36)

Chikodi Chima (Petitioner) provided a summary of the complaint and requested the Committee to find violations. Mr.. Chima submitted the request via email but the request was denied.

Michelle Berry, Human Services Agency (Respondent) provided a summary of the department's position. Ms. Berry stated the request was responded to in a timely manner and the requested records are confidential pursuant to California Welfare Institution Code, Section 10850. Ms. Berry stated that they cannot confirm or deny the existence of records without a court order. Ms. Berry stated that payroll payments in question are made by the state and not the City and County of San Francisco. Ms. Berry stated that all other relevant information regarding the issue was provided.

Action: Moved by Chair Schimdt, seconded by Member Sugarman, to find that the SOTF has jurisdiction and refer the matter to the SOTF for hearing without recommendation to evaluate/determine which agency is considered to be the custodian of records for the requested records.

Public Comment: None.

The motion **PASSED** by the following vote:

Ayes: 2 – Schimdt, Sugarman

Noes: 0 – None

Absent: 1 – Stein

11. Hearing re Advancing Sunshine Ordinance Task Force Section 67.3 Roles. (01:15:32)

No discussions occurred.

Action: Moved by Chair Schimdt, seconded by Member Sugarman, to continue the matter to the call of the chair.

Public Comment: None.

The motion **PASSED** by the following vote:

Ayes: 2 – Schimdt, Sugarman

Noes: 0 – None

Absent: 1 – Stein

12. Announcements, Comments, Questions, and Future Agenda Items by Members of the Complaint Committee. (01:17:03)

No discussions occurred. No Actions Taken.

13. ADJOURNMENT (01:17:03)

There being no further business the meeting was adjourned at 7:56 p.m.

**APPROVED: 11/18/2025
Sunshine Ordinance Task Force
Complaint Committee**

N.B. The Minutes of this meeting set forth all actions taken by the Complaint Committee on the matters stated, but not necessarily in the chronological sequence in which the matters were taken up.

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