



**SUNSHINE ORDINANCE TASK FORCE
Compliance and Amendments Committee
CITY AND COUNTY OF SAN FRANCISCO
MINUTES – DRAFT**

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

Regular Meeting

February 27, 2024 - 4:30 PM

Members: Lila LaHood (Chair), Maxine Anderson, David Pilpel and Bruce Wolfe

Commission Staff: Cheryl Leger, Patricia Peterson and Victor Young

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

Chair LaHood called the meeting to order at 4:43 p.m. On the call of the roll Chair LaHood and Members Anderson and Pilpel were also present. Member Wolfe appeared remotely. A quorum was present.

There were no agenda changes.

No action taken.

2. The February 21, 2023, Compliance and Amendments Committee meeting minutes are included in this agenda solely for information purposes.

Chair LaHood stated that these minutes were reviewed and approved on October 24, 2023 and amendments were made. Member Pilpel provided additional suggested amendments to the February 21, 2023 minutes.

Public Comment:

None.

No action taken.

3. **The April 25, 2023, Compliance and Amendments Committee meeting minutes are included in this agenda solely for information purposes.**

Chair LaHood stated that these minutes were reviewed and approved on October 24, 2023 and amendments were made. Member Pilpel provided additional suggested amendments to the April 25, 2023 minutes.

Public Comment:

None.

No action taken.

4. **Approval of the June 27, 2023, Compliance and Amendments Committee are included in this agenda solely for information purposes.**

Chair LaHood stated that these minutes were reviewed and approved on October 24, 2023 and amendments were made. Member Pilpel provided additional suggested amendments to the June 27, 2023 minutes.

Action: Moved by Member Pilpel, seconded by Member Anderson, to approve the June 27, 2023 minutes as amended.

Public Comment:

None.

The motion PASSED by the following vote:

Ayes: 4 - Pilpel, Anderson, Wolfe, LaHood
Noes: 0 - None

5. **Approval of the August 22, 2023, Compliance and Amendments Committee meeting Minutes.**

Chair LaHood stated that these minutes were reviewed and approved on October 24, 2023 and amendments were made. Member Pilpel provided additional suggested amendments to the June 27, 2023 minutes.

Action: Moved by Member Pilpel, seconded by Member Anderson, to approve the August 22, 2024 minutes as amended.

Public Comment:

None.

The motion PASSED by the following vote:

Ayes: 4 - Pilpel, Anderson, Wolfe, LaHood

Noes: 0 - None

6. **Approval of the October 24, 2023, Compliance and Amendments Committee meeting minutes.**

The Compliance and Amendments Committee discussed the minutes. Member Pilpel provided suggested amendments.

Action: Moved by Member Pilpel, seconded by Member Anderson, to approve the October 24, 2023, minutes as amended.

Public Comment:

None.

The motion PASSED by the following vote:

Ayes: 4 - Pilpel, Anderson, Wolfe, LaHood

Noes: 0 - None

7. **General 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.

Speakers: None.

8. **File No. 22020:** Complaint filed by Sergei Severinov against the 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.

Sergei Severinov (Petitioner) provided a summary of the status of his complaint and requested the Committee to find a violation. Mr. Severinov stated that his documented evidence, provided to Administrator Victor Young, was not included in the packet. Mr. Severinov stated that he never received the requested records from the Police Department.

Lt. Chris Beauchamp (Police Department), (Respondent) provided a summary of the department's position. Lt. Beauchamp stated that according to Lt. William Twomey, all records including the bodycam footage, were provided on November 22, 2023. Lt. Beauchamp stated that his department can reproduce the footage and provide it.

Action: Moved by Chair LaHood, seconded by Member Pilpel, to request that Lt. Beauchamp recompile the body cam footage and have Mr. Severinov submit the

case numbers in which the cases were not about him and send Mr. Severinov clear instructions on how to get the CAD files within five business days. The Committee further requested confirmation of this exchange and demonstrate compliance.

Chair LaHood amended their motion.

Action: Moved by Chair LaHood, seconded by Member Wolfe, that the Committee requests Lt. Beauchamp to provide within five business days to Mr. Severinov the bodycam footage and the identified records by the Committee. The Committee requests all the incident case reports associated in item 6A of the letter dated June 21, 2023, and case number 050971912 to be sent to Mr. Severinov, and that there may be redactions. The Committee requests confirmation of this exchange be sent to the Task Force Administrator.

Public Comment:

None.

The motion PASSED by the following vote:

Ayes: 4 - LaHood, Wolfe, Pilpel, Anderson

Noes: 0 - None

9. **File No. 23030** Complaint filed by Michael Turon against the Assessor-Recorder's Office for allegedly violating Administrative Code (Sunshine Ordinance), Section(s) 67.25 by failing to respond to an Immediate Disclosure Request in a timely and/or complete manner; 67.25; by failing to keep withholding to a minimum; CPRA 6253(b) by failing to provide "exact copies of records; CPRA 6253.9 by failing to provide the "electronic format in which you hold the information; CPRA 6254.5 by withholding exemptions already waived by providing the records to the public before this request.

Michael Turon (Petitioner) provided a summary of the status of his complaint and requested the Committee to find a violation. Mr. Turon stated that he wrote a cover letter dated July 11, 2023 outlining the jurisdiction .

Derek Ah Nin (Assessor Recorders Office, Respondent) provided a summary of the department's position. Mr. Ah Nin's stated that the department provided responsive records on the following dates; December 9, 2022, December 12, 2022, January 13, 2023, January 22, 2023, two productions on March 13, 2023, March 20, 2023, March 22, 2023, and October 24, 2023.

Action: Moved by Member Wolfe, seconded by Member Anderson, to find that the SOTF has jurisdiction, that the records are public and to refer the matter to the full Task Force for hearing.

Public Comment:

None.

The motion PASSED by the following vote:

Ayes: 4 - Wolfe, Anderson, LaHood, Pilpel

Noes: 0 - None

Recess was called at 7:38 p.m. and concluded at 7:48 p.m. A quorum was present.

10. **File No. 22027: Hearing on the status of the Order of Determination:** Compliant filed by John Templeton against the Planning Department for allegedly violating Administrative Code (Sunshine Ordinance), Section(s) 67.7; 67.21, and 67.29-7, by failing to post an agenda containing a meaningful description of each item of business to be transacted or discussed at the meeting; failing to responded to a request for public records in a timely and/or complete manner; and failing to maintain and preserve all documents in a professional manner.

John Templeton (Petitioner) provided a summary of the status of his complaint and requested the Committee to find a violation. Mr. Templeton stated that after the Order of Determination was issued, he did not receive records as ordered. Mr. Templeton stated that after filing a civil rights complaint and in accordance with that proceeding, he did receive records, but not all requested records.

Jonas Ionin (Planning Department, Respondent), did not appear and did not notify the Administrator of their absence.

Action: Moved by Member Anderson, seconded by Member Wolfe, that the Committee refers the matter back to the Task Force for whatever further proceedings may take place.

Public Comment:

None.

The motion PASSED by the following vote:

Ayes: 4 - Anderson, Wolfe, LaHood, Pilpel

Noes: 0 - None

11. **File No. 22028: Hearing on the status of the Order of Determination:** Compliant filed by John Templeton against the Historic Preservation Commission for allegedly violating Administrative Code (Sunshine Ordinance), Section(s) 67.7; 67.21, and 67.29-7, by failing to post an agenda containing a meaningful description of each item of business to be transacted or discussed at the meeting; failing to respond to a request for public

records in a timely and/or complete manner; and failing to maintain and preserve all documents in a professional manner.

John Templeton (Petitioner) provided a summary of the status of his complaint and requested the Committee to find a violation. Mr. Templeton stated that after he filed civil rights complaints against the Historic Preservation Commission, they made no representation that they had done anything wrong. This created an obligation to respond and by not holding a hearing on the nominations that they made that would be their one distinction as opposed to the Planning Department.

Jonas Ionin (Historic Preservation Commission, Respondent) did not appear and did not notify the Administrator of their absence.

Action: Moved by Member Anderson, seconded by Member Pilpel that we refer the matter back to the SOTF for whatever further proceedings that may take place.

Public Comment:

None.

The motion PASSED by the following vote:

Ayes: 4 - Anderson, Pilpel, Wolfe, LaHood

Noes: 0 - None

12. Committee members will review the Sunshine Ordinance and discuss possible amendments to recommend to the full Task Force. Recommendations proposed by members of the public at previous committee meetings will be taken into consideration.

The Committee discussed amendments to the Sunshine Ordinance.

https://codelibrary.amlegal.com/codes/san_francisco/latest/overview

https://sfgov.org/sunshine/sites/default/files/cac022123_item8.pdf

Public Comment:

None.

No action taken.

13. **Announcements, Comments, Questions, and Future Agenda Items by Members of the Compliance and Amendments Committee.**

Chair LaHood requested assistance in scheduling additional sessions to get through the first pass and asked Member Pilpel for a copy of his line edits and to create an index of

all the documents. Chair LaHood also requested that the next meeting take place in March, 2024.

Public Comment:

None.

14. **ADJOURNMENT**

There being no further business the meeting was adjourned at 9:50 p.m.

APPROVED: DRAFT
Compliance and Amendments Committee
Sunshine Ordinance Task Force

N.B. The Minutes of this meeting set forth all actions taken by the Sunshine Ordinance Task Force on the matters stated, but not necessarily in the sequence presented in the published agenda.