

File No. 25100

Item No. 8

SUNSHINE ORDINANCE TASK FORCE AGENDA PACKET CONTENT LIST

Committee: Complaint Committee Date: 12/16/2025

<input type="checkbox"/> Order of Determination	Page: _____
<input checked="" type="checkbox"/> Initial Request	Page: <u>2</u>
<input type="checkbox"/> Initial Response	Page: _____
<input checked="" type="checkbox"/> Complaint Summary	Page: <u>5</u>
<input checked="" type="checkbox"/> Complaint	Page: <u>8</u>
<input checked="" type="checkbox"/> Complainant's Supporting Documents	Page: <u>11</u>
<input checked="" type="checkbox"/> Respondent's Supporting Documents	Page: <u>24</u>
<input checked="" type="checkbox"/> Other Documents (<i>Notice of Hearing, Communications, etc.</i>)	Page: <u>37</u>
<input type="checkbox"/> Public Correspondence	Page: _____

OTHER

<input type="checkbox"/>	Page: _____

* An asterisked item indicates a document that exceeds 25 pages. The complete document is in the file and available on a disk.

Completed By: Patricia H. Petersen (12/11/2025)

Initial Request

[Skip to main content](#)

City and County of San Francisco

 NextRequest

Request 25-8516 Open

Dates

Received

October 30, 2025 via web

Staff assigned

Departments

Public Health: Other

Point of contact

DPH Sunshine

Request

This request pertains to all city-funded facilities located within the geographic boundaries of the South of Market (SOMA) neighborhood, as defined by the American Community Survey Neighborhood Profile Boundaries Map.

Please provide the following public records:

Part 1: List of Facilities

First, please provide a list of all DPH-funded or DPH-operated Homeless Shelters, Transitional Housing Facilities, and Behavioral Health Residential Care and Treatment Facilities (collectively, "Covered Facilities" as defined in Ordinance No. 172-25) that operate within the SOMA neighborhood.

Part 2: Records for Each Facility

Second, for each facility identified in the list provided in Part 1, please provide electronic copies (such as PDF) of the following public records:

1. The full and current operating contract or grant agreement between the City (DPH) and the facility's operator.
2. Any and all "Good Neighbor Policies" referenced or included in the above contracts.

3. All performance reviews, audits, Corrective Action Letters (CALs) issued by DPH, and Corrective Action Plans (CAPs) submitted to DPH regarding each facility or its operator from January 1, 2023, to the present.
4. Logs of all complaints received by DPH from the public regarding each facility from January 1, 2023, to the present.

As you know, the Sunshine Ordinance requires the city to respond and disclose records as promptly as possible.

[Show less](#)

Timeline Documents



Department assignment

Anyone with access to this request

Public Health: Other

October 30, 2025, 8:30pm by the requester



Request opened

Anyone with access to this request

Request received via web

October 30, 2025, 8:30pm by the requester

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 CIVICPLUS

NextRequest

Complaint Summary

Sunshine Ordinance Task Force
Complaint Summary

File No. 25100

Concerned San Francisco Residents against Department of Public Health

Date filed with SOTF: 11/15/2025

Contact information:

Party	Name(s)	Email(s)	Telephone
Petitioner	Concerned San Francisco Residents	grant.review@proton.me	
Respondent	Department of Public Health Victor Lim , SFDPH Custodian of Records and Assistance Director of Public Affairs (PRA / IDR / SOTF) Deirdre Hussey , Director of Public Affairs Natalie Pojman , Chief of Staff	victor.lim@sfdph.org; natalie.pojman@sfdph.org; deirdre.hussey@sfdph.org;	

File No. 25100: Complaint filed by Concerned San Francisco Residents against the Department of Public Health 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.

Administrator's Notes

October 30, 2025 request via Next Request 25-8516:

This request pertains to all city-funded facilities located within the geographic boundaries of the South of Market (SOMA) neighborhood, as defined by the American Community Survey Neighborhood Profile Boundaries Map.

Please provide the following public records:

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Part 2: Records for Each Facility

Second, for each facility identified in the list provided in Part 1, please provide electronic copies (such as PDF) of the following public records:

The full and current operating contractor grant agreement between the City(DPH) and the facility's operator.

Any and all "Good Neighbor Policies" referenced or included in the above contracts.

2. 1.

11/24/25, 3:48 PM Request 25-8516 - NextRequest - Modern FOIA & Public Records Request Software <https://sanfrancisco.nextrequest.com/requests/25-8516> 1/2 3.

All performance reviews, audits, Corrective Action Letters (CALs) issued byDPH, and Corrective Action Plans (CAPs)submitted to DPH regarding each facility or its operator from January 1, 2023, to the present.

Logs of all complaints received by DPH from the public regarding each facility from January 1, 2023, to the present.

4.

As you know, the Sunshine Ordinance requires the city to respond and disclose records as promptly as possible.

Complaint

From: [Google Forms](#)
To: [SOTF \(BOS\)](#)
Subject: New Response Complaint Form
Date: Saturday, November 15, 2025 5:30:04 PM

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	SF DPH
Alleged Violation	Public Records
Sunshine Ordinance Section:	Section 67.21(b): Failure to comply with a records request within the 10-day timeline. Section 67.36: Failure to apply the local law that provides more expedited public access. Section 67.25(d): Failure to produce responsive records on a rolling basis.
Please describe alleged violation	<p>On October 30, 2025, we submitted Public Records Request #25-8516 to the Department of Public Health (DPH). The 10-day deadline to respond under the Sunshine Ordinance was November 10, 2025.</p> <p>On the afternoon of the deadline, November 10, DPH invoked a 14-day extension, citing the need to consult another agency under the state's California Public Records Act (CPRA). This action violates Sunshine Ordinance Section 67.36, which explicitly states that the requirement providing "greater or more expedited public access to public information shall apply."</p> <p>We sent a formal, written objection to the extension on the evening of November 10, rejecting the department's use of the state law and demanding the immediate, rolling production of records as required by the Sunshine Ordinance.</p> <p>As of today, November 15, 2025, DPH has not responded to our objection, has not produced any records, and remains in violation of its duty to provide records "as soon as possible" and within the 10-day period mandated by local law.</p> <p>Link: https://sanfrancisco.nextrequest.com/requests/25-8516</p>
Name	Concerned San Francisco Residents
Email	grant.review@proton.me

If anonymous, please let us know how to contact you. Thank you.	grant.review@proton.me
--	--

Sent via [Google Form Notifications](#)

Complainant's Supporting Documents

From: [Grant Review](#)
To: [SOTF \(BOS\)](#)
Cc: [Lim, Victor \(DPH\)](#); [Pojman, Natalie \(DPH\)](#); [Hussey, Deirdre \(DPH\)](#); [Petersen, Patricia \(BOS\)](#)
Subject: Re: SOTF - Complaint Filed with the Sunshine Ordinance Task Force - [Concerned San Francisco Residents against Department of Public Health] (File No. 25100)
Date: Friday, December 5, 2025 10:58:37 AM
Attachments: [image001.png](#)
[Request 25-8516.pdf](#)

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

Dear SOTF Administrator,

Thank you for assigning File No. 25100 to this matter. I am writing to make a procedural request and submit a supplement to the file.

1. Request for Priority Handling (Section C.1A) This complaint alleges a failure to respond to a public records request within the statutory deadlines, specifically a violation of San Francisco Administrative Code Section 67.21(b). Pursuant to Section C.1A of the SOTF Complaint Procedures, petitions alleging violations of Section 67.21(b) "shall be designated for priority handling" and heard within 45 days. I respectfully request that this matter be calendared immediately in accordance with this mandate.

2. Supplemental Evidence: Since the filing of this complaint on November 15, the Department has provided a partial release of records (on November 24) that remains legally deficient.

- Withholding of Immediate Disclosure Records: The Department released performance audits for one facility (SOMA RISE) but failed to produce the Operating Contract for that facility. Contracts are "immediate disclosure" records under Section 67.24(e)(1). Producing an audit without the underlying contract is a failure to provide the public with the context necessary to evaluate government performance.
- Missing Facility List: The Department has still failed to provide the list of "Covered Facilities" requested in Part 1, preventing me from verifying if they are withholding records for other sites.

I have attached my recent correspondence with the Department regarding these deficiencies. I ask that this be added to the case file for the Task Force's review.

On Thursday, December 4th, 2025 at 2:13 PM, SOTF (BOS) <sotf@sfgov.org> wrote:

Good Afternoon:

A Sunshine Complaint has been filed with the Sunshine Ordinance Task Force (SOTF) against you and/or the organization listed below.

To provide the SOTF information in an easy-to-understand format the SOTF has prepared a revised request format for responding to complaints (see below). The SOTF requests that you submit your response to our office regarding the allegations including

any and all supporting documents, recordings, electronic media, etc., to the SOTF within five (5) business days of this notice. In developing and submitting your response, please use the attached instructions, "Preparing San Francisco Sunshine Ordinance Task Force Respondents Materials" to address your response to the complaint. This is your opportunity to provide a detailed explanation to allow the SOTF to be fully informed in considering your response prior to the meeting.

The following Complaint is attached.

File No. 25100: Complaint filed by Concerned San Francisco Residents against the Department of Public Health 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.

SOTF Complaint Procedures:

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

Please review the attached complaint as described above and acknowledge your department's position regarding the alleged violation of the Sunshine Ordinance and/or other related Codes by choosing ONE of the following responses:

- a) acknowledge noncompliance for all allegations below
- b) department/agency declares no-contest to all allegations below
- c) deny one or more allegations (please state an additional explanation which of the allegations you deny, and supporting evidence and/or argument)

You may, if you wish, also attach any additional explanation and supporting documentation.

If you or your entity acknowledges noncompliance or declares no-contest, the SOTF may, at its discretion, issue an Order of Determination against you or your entity for the allegations listed above without a hearing, and thereafter refer the matter to the Compliance & Amendments Committee for monitoring as needed.

Please refer to the File Number when submitting any new information and/or supporting documents pertaining to this complaint.

Thank you.

Victor Young
Board of Supervisors

1 Dr. Carlton B. Goodlett Place, City Hall., Room 244
San Francisco CA 94102
phone 415-554-7723 | 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.

Request Visibility: Published

Request 25-8516

Open

Dates

Received

October 30, 2025 via web

Requester

Grant Review

grant.review@proton.me

Staff assigned

Departments

Public Health: Other

Point of contact

DPH Sunshine

Request

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As you know, the Sunshine Ordinance requires the city to respond and disclose records as promptly as possible.

[Show less](#)

Timeline

Documents

Message from requester

Requester + Staff

To the SFDPH Public Records Team:

I am in receipt of the seven (7) documents released on November 24. While these appear to be findings letters for SOMA RISE, this production is logically and legally deficient.

1. Failure to Produce Operating Contracts (Violation of Sec. 67.24(e)) You have produced performance reviews/findings but withheld the Operating Contract itself. It is impossible to evaluate performance without the contract that establishes the performance standards.

Contracts are Immediate Public Records: Under Sunshine Ordinance Section 67.24(e)(1), city contracts are to be "open to inspection immediately."

These are static documents. They do not require compilation. Withholding the foundational agreement while releasing ancillary audits is an absurd obstruction of public access.

Demand: Produce the full, current operating contract for SOMA RISE (and all other SOMA facilities) immediately.

2. Still Missing Part 1 (Facility List). You still have not provided the list of covered facilities in SOMA. You cannot "drip feed" records for one site (SOMA RISE) while refusing to disclose the existence of other sites covered by my request.

Demand: Provide the list of all DPH-funded/operated facilities in SOMA by close of business tomorrow.

My complaint regarding your failure to meet the statutory deadline stands. Your continued withholding of basic contracts will be added to the case file as evidence of bad faith.

November 30, 2025, 2:15pm by the requester

Document(s) released

Anyone with access to this request

- 02.08.24 Memo - Improving Referrals for Substance Use Services and Street Conditions Near Health Service Sites.cleaned (1) (1).pdf
- 2324_BHS_HR360 - Drug Sobering Center - SOMA RISE_SUD_REV 1 (2).pdf
- HR360 Final Letter 9-6-2024 signed.cleaned.pdf
- HR360 Findings Letter.pdf
- HR360 Response_SFDEM_EMSA_September_2024.cleaned.pdf
- RE HR360 Findings Letter.pdf
- RE RE HR360 Findings Letter.pdf

November 24, 2025, 5:01pm by Staff

Message to requester

Requester + Staff

Dear Requester,

The San Francisco Department of Public Health (SFDPH) conducted a diligent search for records responsive to your request. We have located responsive records which are available to you here. Due to the need to continue reviewing, we will produce any additional responsive records on a **rolling basis**.

Thank you,
SFDPH Public Records Team

November 24, 2025, 5:01pm by Staff

Message from requester Requester + Staff

To the SFDPH Public Records Team:

This message is to inform you that a formal complaint was filed today, November 15, 2025, with the Sunshine Ordinance Task Force (SOTF).

The complaint concerns the Department of Public Health's handling of Public Records Request 25-8516.

This action was necessary due to DPH's failure to comply with the 10-day response deadline mandated by Sunshine Ordinance Section 67.21(b), your improper invocation of a 14-day state law extension (which violates Section 67.36), and your subsequent failure to respond to our formal objection sent on November 10.

We will now pursue this matter through the Task Force.

November 15, 2025, 5:30pm by the requester

Message from requester Requester + Staff

We formally object to and reject the department's invocation of a 14-day extension under the California Public Records Act (CPRA).

1. **The Sunshine Ordinance Supersedes State Law:** Per San Francisco Sunshine Ordinance Section 67.36, "the requirement which would result in greater or more expedited public access to public information shall apply." Your department is obligated to follow the more expedited timeline of the local ordinance, which requires a response "as soon as possible." The 10-day deadline under Section 67.21(b) has expired.
2. **Invalid Justification for Delay:** Your request asks for a list of **DPH-funded or DPH-operated facilities**. The Department of Public Health is the primary and authoritative source for this information. The need to consult with another agency about your own operations is a routine administrative task, not an "unusual circumstance" that justifies a two-week delay. Waiting until the final day of the deadline to begin this process is not a good-faith effort to provide records "as soon as possible."

The pattern of city departments issuing last-minute extensions on public records requests is a systemic barrier to the transparency mandated by the Sunshine Ordinance.

The 10-day deadline has passed. We demand the immediate production of all responsive records. Pursuant to Sunshine Ordinance Section 67.25(d), you are required to produce records on a rolling basis and are prohibited from withholding documents until all have been collected.

Failure to comply will be considered a willful violation of the Sunshine Ordinance, and we will file a formal complaint with the Sunshine Ordinance Task Force.

November 10, 2025, 11:00pm by the requester

Message to requester Requester + Staff

Dear Requester,

Please be advised that we are hereby invoking an extension of not more than 14 days from the original due date, November 10, 2025, to respond to your request due to the need to consult with another City agency. (See Cal. Gov't Code § 7922.535(b)).

The San Francisco Department of Public Health (SFDPH) will endeavor to respond to you as quickly as possible, and no later than November 24, 2025.

Thank you.

Sincerely,
SFDPH Public Records Team

November 10, 2025, 4:06pm by Staff

 **Message from requester ^**

Requester + Staff

We request that you confirm receipt and confirm the Sunshine deadline.

November 7, 2025, 10:36am by the requester

 **Department assignment**

Anyone with access to this request

Public Health: Other

October 30, 2025, 8:30pm by the requester

 **Request opened**

Anyone with access to this request

Request received via web

October 30, 2025, 8:30pm by the requester

[FAQS](#) [Help](#) [Privacy](#) [Terms](#)

 **CIVICPLUS**
NextRequest

From: [Grant Review](#)
To: [SOTF \(BOS\)](#)
Cc: [Somera, Alisa \(BOS\)](#); [Dean Schmidt \(dschmi4@aol.com\)](#)
Subject: Re: Notice of Hearing: Sunshine Ordinance Task Force - Complaint Committee, 12/30/2025, 5:30 p.m. (File No. 25100)
Date: Friday, December 5, 2025 6:14:50 PM
Attachments: [image001.png](#)
[image002.png](#)

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

Dear Ms. Petersen,

I am writing to confirm my attendance for the Sunshine Ordinance Task Force Complaint Committee hearing on Tuesday, December 16, 2025.

I am the Complainant for the following matters:

- File No. 25099: Against the Department of Public Works.
- File No. 25100: Against the Department of Public Health.

I will be attending the hearing remotely via Webex/Telephone to maintain the anonymity of the request.

On Friday, December 5th, 2025 at 4:03 PM, SOTF (BOS) <sotf@sfgov.org> wrote:

Hello –

The following Sunshine Ordinance Task Force matters have been scheduled for hearing:

Date: Tuesday, December 16, 2025 (Hybrid Meeting in-person/remote)
Location: Hearing Room 408, City Hall, San Francisco, CA 94102
Time: Meeting Convenes – 5:30 p.m.

Information regarding how to participate via telephone or via teleconference (Webex) will be listed on the Agenda. Agendas are available [online](#) and at the [San Francisco Public Library](#) at least 72 hours before the meeting.

Why Am I Receiving This Notice?

You are receiving this notice because you are named as a Complainant or Respondent in one of the following complaints scheduled for hearing to: 1) hear the merits of the complaint; 2) issue a determination; and/or 3) consider referrals from a Task Force Committee,

or

You are receiving this notice because you are named as a Complainant or Respondent in one of the following complaints for a hearing to: 1) determine if the Task Force has jurisdiction; 2) review the merits of the complaints; and/or 3) issue a report and/or recommendation to the SOTF.

Must I Attend?

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.



IMPORTANT - CONFIRM YOUR ATTENDANCE

- Petitioner's Failure to Appear at the meeting without prior notice will result in the file being **Closed**.
- Respondent's Failure to Appear will result in additional violations of the Sunshine Ordinance.

Confirm your attendance and submit any additional supplemental/support documents for inclusion into the agenda packet by **5:00 p.m., Wednesday, December 10, 2025**.

Which Matters Will be Heard?

File No. 25064: Complaint filed by Michael Turon against the City Attorney of San Francisco 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.

File No. 25085: Complaint filed by Michael Turon against the San Francisco Planning Department, Hugo Cabrera and Chan Son 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, Section(s) 67.25, by failing to respond in a timely and/or complete manner to an immediately disclosure request, Section(s) 67.26, by failing to keep withholdings to a minimum, and Section(s) 67.27, by failing to provide written justification of withholdings.

File No. 25088: Complaint filed by Rich Sanders against the Office of the Mayor 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.

File No. 25099: Complaint filed by grant.review@proton.me against Department of Public Works 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.

File No. 25100: Complaint filed by Concerned San Francisco Residents against the Department of Public Health 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.

File No. 25102: Complaint filed by Michael Petrelis against Mayor Daniel Lurie and the Office of the Mayor 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.

File No. 25109: Complaint filed by Anonymous (PUB) against the Supervisor Connie Chan, Board of Supervisors, for allegedly violating Administrative Code (Sunshine Ordinance), by failing to make a Twitter account used for public business open to the public.

Click [here](#) for the Complaint Procedures.

Thank you.

Patricia Petersen (she/her)

Assistant Clerk

Board of Supervisors

1 Dr. Carlton B. Goodlett Place, Room 244

Telephone 415-554-7724 | Fax 415-554-5163

soft@sfgov.org | www.sfbos.org



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From: [Grant Review](#)
To: [SOTF \(BOS\)](#)
Cc: [Somera, Alisa \(BOS\)](#); [Dean Schmidt \(dschmi4@aol.com\)](#)
Subject: Re: Notice of Hearing: Sunshine Ordinance Task Force - Complaint Committee, 12/30/2025, 5:30 p.m. (File No. 25100)
Date: Friday, December 5, 2025 6:18:35 PM
Attachments: [image001.png](#)
[image002.png](#)

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

Can you confirm the date? Your subject says 12/30 and your email says 12/16.

On Friday, December 5th, 2025 at 6:14 PM, Grant Review <grant.review@proton.me> wrote:

Dear Ms. Petersen,

I am writing to confirm my attendance for the Sunshine Ordinance Task Force Complaint Committee hearing on Tuesday, December 16, 2025.

I am the Complainant for the following matters:

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File No. 25100: Complaint filed by Concerned San Francisco Residents against the Department of Public Health 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.

File No. 25102: Complaint filed by Michael Petrelis against Mayor Daniel Lurie and the Office of the Mayor 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.

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sotf@sfgov.org | www.sfbos.org



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Respondent's Supporting Documents

From: Lim, Victor (DPH)
To: SOTF (BOS); Pojman, Natalie (DPH); Hussey, Deirdre (DPH); Petersen, Patricia (BOS); Young, Victor (BOS)
Cc: Somera, Alisa (BOS); Dean Schmidt (dschmi4@aol.com)
Subject: RE: Notice of Hearing: Sunshine Ordinance Task Force - Complaint Committee, 12/30/2025, 5:30 p.m. (File No. 25100)
Date: Thursday, December 11, 2025 2:59:43 PM
Attachments: image001.png
image002.png
Sensitivity: Confidential

@Petersen, Patricia (BOS) + @Young, Victor (BOS),

I will attend at the 12/16 hearing on behalf of SFDPH for file 25100.

Apologies.

Victor Wai Ho Lim, MPA | 林偉浩
Assistant Director of Public Affairs | 公共事務副主任
San Francisco Department of Public Health | 三藩市公共衛生局
Victor.Lim@sfdph.org
Desk: (628) 754-6521
Work Cell: 415-818-3155

From: Lim, Victor (DPH)
Sent: Thursday, December 11, 2025 2:56 PM
To: SOTF (BOS) <sotf@sfgov.org>; Pojman, Natalie (DPH) <natalie.pojman@sfdph.org>; Hussey, Deirdre (DPH) <deirdre.hussey@sfdph.org>; Petersen, Patricia (BOS) <patricia.petersen@sfgov.org>; Young, Victor (BOS) <victor.young@sfgov.org>
Cc: Somera, Alisa (BOS) <alisa.somera@sfgov.org>; Dean Schmidt (dschmi4@aol.com) <dschmi4@aol.com>
Subject: RE: Notice of Hearing: Sunshine Ordinance Task Force - Complaint Committee, 12/30/2025, 5:30 p.m. (File No. 25100)
Sensitivity: Confidential

@Petersen, Patricia (BOS) + @Young, Victor (BOS),

I will attend at the 12/16 hearing on behalf of SFDPH for file 25099.

Thanks.

Victor Wai Ho Lim, MPA | 林偉浩
Assistant Director of Public Affairs | 公共事務副主任
San Francisco Department of Public Health | 三藩市公共衛生局
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Desk: (628) 754-6521
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From: SOTF (BOS) <sotf@sfgov.org>
Sent: Friday, December 5, 2025 4:01 PM
To: grant.review@proton.me; Lim, Victor (DPH) <victor_lim@sfdph.org>; Pojman, Natalie (DPH) <natalie.pojman@sfdph.org>; Hussey, Deirdre (DPH) <deirdre.hussey@sfdph.org>
Cc: Somera, Alisa (BOS) <alisa.somera@sfgov.org>; Dean Schmidt (dschmi4@aol.com) <dschmi4@aol.com>
Subject: Notice of Hearing: Sunshine Ordinance Task Force - Complaint Committee, 12/30/2025, 5:30 p.m. (File No. 25100)
Sensitivity: Confidential

Hello –

The following Sunshine Ordinance Task Force matters have been scheduled for hearing:

Date: Tuesday, December 16, 2025 (Hybrid Meeting in-person/remote)
Location: Hearing Room 408, City Hall, San Francisco, CA 94102
Time: Meeting Convenes – 5:30 p.m.

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- Petitioner's Failure to Appear at the meeting without prior notice will result in the file being **Closed**.
- Respondent's Failure to Appear will result in additional violations of the Sunshine Ordinance.

Confirm your attendance and submit any additional supplemental/support documents for inclusion into the agenda packet by **5:00 p.m., Wednesday, December 10, 2025**.

Which Matters Will be Heard?

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File No. 25085: Complaint filed by Michael Turon against the San Francisco Planning Department, Hugo Cabrera and Chan Son 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, Section(s) 67.25, by failing to respond in a timely and/or complete manner to an immediately disclosure request, Section(s) 67.26, by failing to keep withholdings to a minimum, and Section(s) 67.27, by failing to provide written justification of withholdings.

File No. 25088: Complaint filed by Rich Sanders against the Office of the Mayor 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.

File No. 25099: Complaint filed by grant.review@proton.me against Department of Public Works 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.

File No. 25100: Complaint filed by Concerned San Francisco Residents against the Department of Public Health 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.

File No. 25102: Complaint filed by Michael Petrelis against Mayor Daniel Lurie and the Office of the Mayor 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.

File No. 25109: Complaint filed by Anonymous (PUB) against the Supervisor Connie Chan, Board of Supervisors, for allegedly violating Administrative Code (Sunshine Ordinance), by failing to make a Twitter account used for public business open to the public.

Click [here](#) for the Complaint Procedures.

Thank you.

Patricia Petersen (she/her)

Assistant Clerk

Board of Supervisors

1 Dr. Carlton B. Goodlett Place, Room 244

Telephone 415-554-7724 | Fax 415-554-5163

sotf@sfgov.org | www.sfbos.org



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Other Documents

(Notice of Hearing, Communications, etc.)

From: [SOTF \(BOS\)](#) on behalf of [SOTF_ \(BOS\)](#)
To: [Lim, Victor \(DPH\)](#); [Pojman, Natalie \(DPH\)](#); [Hussey, Deirdre \(DPH\)](#)
Cc: [Petersen, Patricia \(BOS\)](#); [grant.review@proton.me](#)
Bcc: ["DSchmi4@aol.com"](#); [Somera, Alisa \(BOS\)](#)
Subject: SOTF - Complaint Filed with the Sunshine Ordinance Task Force - [Concerned San Francisco Residents against Department of Public Health] (File No. 25100)
Date: Thursday, December 4, 2025 2:12:00 PM
Attachments: [25100_SOTF_Summary.pdf](#), [image001.png](#), [Preparing SOTF Respondent Materials FINAL for PILOT.pdf](#)

Good Afternoon:

A Sunshine Complaint has been filed with the Sunshine Ordinance Task Force (SOTF) against you and/or the organization listed below.

To provide the SOTF information in an easy-to-understand format the SOTF has prepared a revised request format for responding to complaints (see below). The SOTF requests that you submit your response to our office regarding the allegations including any and all supporting documents, recordings, electronic media, etc., to the SOTF within five (5) business days of this notice. In developing and submitting your response, please use the attached instructions, "Preparing San Francisco Sunshine Ordinance Task Force Respondents Materials" to address your response to the complaint. This is your opportunity to provide a detailed explanation to allow the SOTF to be fully informed in considering your response prior to the meeting.

The following Complaint is attached.

File No. 25100: Complaint filed by Concerned San Francisco Residents against the Department of Public Health 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.

SOTF Complaint Procedures:

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

Please review the attached complaint as described above and acknowledge your department's position regarding the alleged violation of the Sunshine Ordinance and/or other related Codes by choosing ONE of the following responses:

- a) acknowledge noncompliance for all allegations below
- b) department/agency declares no-contest to all allegations below
- c) deny one or more allegations (please state an additional explanation which of the allegations you deny, and supporting evidence and/or argument)

You may, if you wish, also attach any additional explanation and supporting documentation. If you or your entity acknowledges noncompliance or declares no-contest, the SOTF may, at its discretion, issue an Order of Determination against you or your entity for the allegations listed above without a hearing, and thereafter refer the matter to the Compliance & Amendments Committee for monitoring as needed.

Please refer to the File Number when submitting any new information and/or supporting documents pertaining to this complaint.

Thank you.

Victor Young

Board of Supervisors

1 Dr. Carlton B. Goodlett Place, City Hall., Room 244
San Francisco CA 94102
phone 415-554-7723 | fax 415-554-5163
victor.young@sfgov.org | www.sfbos.org



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From: SOTF (BOS)
Sent: Friday, December 5, 2025 3:57 PM
To: grant.review@proton.me; Lim, Victor (DPH); Pojman, Natalie (DPH); Hussey, Deirdre (DPH)
Cc: Somera, Alisa (BOS); Dean Schmidt (dschmi4@aol.com)
Subject: Notice of Hearing: Sunshine Ordinance Task Force - Complaint Committee, 12/30/2025, 5:30 p.m.
(File No. 25100)

Sensitivity: Confidential

Hello –

The following Sunshine Ordinance Task Force matters have been scheduled for hearing:

Date: Tuesday, December 16, 2025 (Hybrid Meeting in-person/remote)
Location: Hearing Room 408, City Hall, San Francisco, CA 94102
Time: Meeting Convenes – 5:30 p.m.

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or

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Must I Attend?

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.

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- Petitioner's Failure to Appear at the meeting without prior notice will result in the file being **Closed**.
- Respondent's Failure to Appear will result in additional violations of the Sunshine Ordinance.

Confirm your attendance and submit any additional supplemental/support documents for inclusion into the agenda packet by **5:00 p.m., Wednesday, December 10, 2025**.

Which Matters Will be Heard?

File No. 25064: Complaint filed by Michael Turon against the City Attorney of San Francisco 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.

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File No. 25099: Complaint filed by grant.review@proton.me against Department of Public Works 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.

File No. 25100: Complaint filed by Concerned San Francisco Residents against the Department of Public Health 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.

File No. 25102: Complaint filed by Michael Petrelis against Mayor Daniel Lurie and the Office of the Mayor 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.

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Click [here](#) for the Complaint Procedures.

Thank you.

Patricia Petersen (she/her)

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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: [SOTF \(BOS\)](#)
To: grant.review@proton.me
Cc: [Somera, Alisa \(BOS\)](#); [Young, Victor \(BOS\)](#)
Subject: Request for Supporting Documents (File 25100)
Date: Friday, December 5, 2025 4:59:00 PM
Attachments: [image001.png](#)
[25100 Complainant 20251115 Initial Complaint.pdf](#)
Sensitivity: Confidential

Hello –

The 11/15/2025 Complaint (attached) references communications that I do not believe have been provided:

- November 10, 2025 communication from DPH invoking a 14-day extension
- November 10, 2025 communication to DPH, objecting to the extension and rejecting the department's use of state law

If these communications are in NextRequest 25-8516, please provide copies of them as PDFs.

Thank you.

Patricia Petersen (she/her)

Assistant Clerk
Board of Supervisors
1 Dr. Carlton B. Goodlett Place, Room 244
Telephone 415-554-7724 | Fax 415-554-5163
sotf@sfgov.org | www.sfbos.org



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From: SOTF (BOS)
To: Lim, Victor (DPH); SOTF (BOS); Pojman, Natalie (DPH); Hussey, Deirdre (DPH); Young, Victor (BOS)
Cc: Somera, Alisa (BOS); Dean Schmidt (dschmi4@aol.com)
Subject: RE: Notice of Hearing: Sunshine Ordinance Task Force - Complaint Committee, 12/30/2025, 5:30 p.m. (File No. 25100)
Date: Thursday, December 11, 2025 3:20:04 PM
Attachments: [image003.png](#)
[image004.png](#)
Sensitivity: Confidential

Received and noted ... thank you.

-P

From: Lim, Victor (DPH) <victor.lim@sfdph.org>
Sent: Thursday, December 11, 2025 3:00 PM
To: SOTF (BOS) <sotf@sfgov.org>; Pojman, Natalie (DPH) <natalie.pojman@sfdph.org>; Hussey, Deirdre (DPH) <deirdre.hussey@sfdph.org>; Petersen, Patricia (BOS) <patricia.petersen@sfgov.org>; Young, Victor (BOS) <victor.young@sfgov.org>
Cc: Somera, Alisa (BOS) <alisa.somera@sfgov.org>; Dean Schmidt (dschmi4@aol.com) <dschmi4@aol.com>
Subject: RE: Notice of Hearing: Sunshine Ordinance Task Force - Complaint Committee, 12/30/2025, 5:30 p.m. (File No. 25100)
Sensitivity: Confidential

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Apologies.

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Cc: Somera, Alisa (BOS) <alisa.somera@sfgov.org>; Dean Schmidt (dschmi4@aol.com) <dschmi4@aol.com>
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Patricia Petersen (she/her)

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From: SOTF (BOS)
To: Grant Review; SOTF (BOS)
Cc: Somera, Alisa (BOS); Dean Schmidt (dschmi4@aol.com)
Subject: RE: Notice of Hearing: Sunshine Ordinance Task Force - Complaint Committee, 12/30/2025, 5:30 p.m. (File No. 25100)
Date: Thursday, December 11, 2025 4:27:53 PM
Attachments: image002.png
image003.png

Good Afternoon –

The date in the subject line is incorrect. The Complaint Committee will be meeting on **Tuesday, 12/16/2025**. I apologize for the confusion.

Best,
Pat

From: Grant Review <grant.review@proton.me>
Sent: Friday, December 5, 2025 6:18 PM
To: SOTF (BOS) <sotf@sfgov.org>
Cc: Somera, Alisa (BOS) <alisa.somera@sfgov.org>; Dean Schmidt (dschmi4@aol.com) <dschmi4@aol.com>
Subject: Re: Notice of Hearing: Sunshine Ordinance Task Force - Complaint Committee, 12/30/2025, 5:30 p.m. (File No. 25100)

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

Can you confirm the date? Your subject says 12/30 and your email says 12/16.

On Friday, December 5th, 2025 at 6:14 PM, Grant Review <grant.review@proton.me> wrote:

Dear Ms. Petersen,

I am writing to confirm my attendance for the Sunshine Ordinance Task Force Complaint Committee hearing on Tuesday, December 16, 2025.

I am the Complainant for the following matters:

- File No. 25099: Against the Department of Public Works.
- File No. 25100: Against the Department of Public Health.

I will be attending the hearing remotely via Webex/Telephone to maintain the anonymity of the request.

On Friday, December 5th, 2025 at 4:03 PM, SOTF (BOS) <sotf@sfgov.org> wrote:

Hello –

The following Sunshine Ordinance Task Force matters have been scheduled for hearing:

Date: Tuesday, December 16, 2025 (Hybrid Meeting in-person/remote)
Location: Hearing Room 408, City Hall, San Francisco, CA 94102
Time: Meeting Convenes – 5:30 p.m.

Information regarding how to participate via telephone or via teleconference (Webex) will be listed on the Agenda. Agendas are available [online](#) and at the [San Francisco Public Library](#) at least 72 hours before the meeting.

Why Am I Receiving This Notice?

You are receiving this notice because you are named as a Complainant or Respondent in one of the following complaints scheduled for hearing to: 1) hear the merits of the complaint; 2) issue a determination; and/or 3) consider referrals from a Task Force Committee,
or

You are receiving this notice because you are named as a Complainant or Respondent in one of the following complaints for a hearing to: 1) determine if the Task Force has jurisdiction; 2) review the merits of the complaints; and/or 3) issue a report and/or recommendation to the SOTF.

Must I Attend?

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.

IMPORTANT - CONFIRM YOUR ATTENDANCE

- Petitioner's Failure to Appear at the meeting without prior notice will result in the file being **Closed**.
- Respondent's Failure to Appear will result in additional violations of the Sunshine Ordinance.

Confirm your attendance and submit any additional supplemental/support documents for inclusion into the agenda packet by **5:00 p.m., Wednesday, December 10, 2025**.

Which Matters Will be Heard?

File No. 25064: Complaint filed by Michael Turon against the City Attorney of San Francisco 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.

File No. 25085: Complaint filed by Michael Turon against the San Francisco Planning Department, Hugo Cabrera and Chan Son 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, Section(s) 67.25, by failing to respond in a timely and/or complete manner to an immediate disclosure request, Section(s) 67.26, by failing to keep withholdings to a minimum, and Section(s) 67.27, by failing to provide written justification of withholdings.

File No. 25088: Complaint filed by Rich Sanders against the Office of the Mayor 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.

File No. 25099: Complaint filed by grant.review@proton.me against Department of Public Works 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.

File No. 25100: Complaint filed by Concerned San Francisco Residents against the Department of Public Health 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.

File No. 25102: Complaint filed by Michael Petrelis against Mayor Daniel Lurie and the Office of the Mayor 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.

File No. 25109: Complaint filed by Anonymous (PUB) against the Supervisor Connie Chan, Board of Supervisors, for allegedly violating Administrative Code (Sunshine

Ordinance), by failing to make a Twitter account used for public business open to the public.

Click [here](#) for the Complaint Procedures.

Thank you.

Patricia Petersen (she/her)

Assistant Clerk

Board of Supervisors

1 Dr. Carlton B. Goodlett Place, Room 244

Telephone 415-554-7724 | Fax 415-554-5163

sotf@sfgov.org | www.sfbos.org



Click [here](#) to complete a Board of Supervisors Customer Service Satisfaction form.

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