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 Agenda

Members: Bruce Wolfe (Chair) and Joe Sangirardi

Clerk: Patricia Petersen
(415) 554-7724 ~ sotf@sfgov.org

Tuesday, November 17, 2026	**5:30 p.m. Regular Meeting**	**City Hall, Room 408**

Remote Access and/or In-Person Participation

The Sunshine Ordinance Task Force and its committees convene hybrid meetings that allow in-person attendance, in-person public comment, remote access for petitioners and respondents, and remote public comment via teleconference (via Webex).

Webex Remote Link/Log-in:
https://tinyurl.com/bdhts2zx
Password: 1234

Telephone Call-in:
1 (415) 655-0001 / Meeting ID: 2663 398 5210 # #

(Press *3 to enter the speaker line)

Members of the public may participate by phone or may submit their comments by email to: sotf@sfgov.org; all comments received will be made a part of the record. Complaint Committee agendas and their associated documents are available at www.sf.gov/sunshine.

Meeting Decorum: Any member of the Sunshine Ordinance Task Force or its Committees may call for decorum due to the disorderly conduct of meeting participants. Persons who engage in threatening and/or menacing behavior may be asked to leave.

1. **CALL TO ORDER, ROLL CALL, AND AGENDA CHANGES (***Discussion and Action)*

2. **Approval of the June 16, 2026, Sunshine Ordinance Task Force Complaint Committee Regular Meeting minutes**. *(Discussion and Action) (attachment)*

3. **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. *(No Action)*

4. **Focus and Purpose of the Complaint Committee – Chair** *(Discussion)*

5. **File No. 26025:** Complaint filed by Kei Chan against the San Francisco 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. *(attachment)*

    a. Determination of jurisdiction over the complaint. (Discussion and Action)

    b. Hearing on the Complaint (Discussion and Action)

6. **File No. 26020:** Complaint filed by HVSafe against the City Administrator's Office 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. *(attachment)*

    a. Determination of jurisdiction over the complaint. (Discussion and Action)

    b. Hearing on the Complaint (Discussion and Action)

7. **File No. 26099:** Complaint filed by Patrick Monette-Shaw against the Department of Public Health and Daniel Tsai 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. *(attachment)*

    a. Determination of jurisdiction over the complaint. (Discussion and Action)

    b. Hearing on the Complaint (Discussion and Action)

8. **File No. 26096:** Complaint filed by Anonymous (JES) against the San Francisco Rent Board 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. *(attachment)*

    a. Determination of jurisdiction over the complaint. (Discussion and Action)

    b. Hearing on the Complaint (Discussion and Action)

9. **File No. 26103:** Complaint filed by Cisco Villalta 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. *(attachment)*

    a. Determination of jurisdiction over the complaint. (Discussion and Action)

    b. Hearing on the Complaint (Discussion and Action)

10. **File No. 26105:** Complaint filed by Janet Tapia 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. *(attachment)*

    a. Determination of jurisdiction over the complaint. (Discussion and Action)

    b. Hearing on the Complaint (Discussion and Action)

11. **File No. 26117:** Complaint filed by Anshul Jain 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. *(attachment)*

    a. Determination of jurisdiction over the complaint. (Discussion and Action)

    b. Hearing on the Complaint (Discussion and Action)

12. **File No. 26097:** Complaint filed by Anonymous (MED) against the San Francisco Police Department 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. *(attachment)*

    a. Determination of jurisdiction over the complaint. (Discussion and Action)

    b. Hearing on the Complaint (Discussion and Action)

13. **Announcements, Comments, Questions, and Future Agenda Items by Members of the Complaint Committee**. *(Discussion and Action)*

14. **ADJOURNMENT**

The Sunshine Ordinance Task Force was established by the San Francisco Administrative Code, Chapter 67. The purpose of the Task Force is to protect the public's interest in open government and to carry out the duties enumerated in Chapter 67 of the San Francisco Administrative Code. For additional information concerning Sunshine Ordinance Task Force please contact the Task Force by e-mail sotf@sfgov.org or by calling (415) 554-7724.

Agenda Item Information

Each item on the agenda may include the following documents:

1) Department or Agency cover letter and/or report;
2) Public correspondence; and
3) Other explanatory documents.

These items will be available for review at City Hall, 1 Dr. Carlton B. Goodlett Place, Room 244, Reception Desk.

Meeting Procedures

Public Comment will be taken before or during the Committee's consideration of each agenda item. Speakers may address the Task Force for up to three minutes on that item. During General Public Comment, members of the public may address the Task Force on matters that are within the Task Force's jurisdiction and are not on the agenda. Any person speaking during a public comment period may supply a brief written summary of their comments, which shall, if no more than 150 words, be included in the official file.

Each member of the public will be allotted the same maximum number of minutes to speak as set by the Chair at the beginning of each item, excluding persons requested by the Task Force to make presentations, except that public speakers using interpretation assistance will be allowed to testify for twice the amount of the public testimony time limit. If simultaneous interpretation services are used, speakers will be governed by the public testimony time limit applied to speakers not requesting interpretation assistance.

Each member of the public who is unable to attend the public meeting or hearing may submit to the City, by the time the hearing begins, written comments regarding the agenda items. These comments will be made a part of the official public record. Written communications should be submitted to the SOTF at: 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco CA 94102.

AGENDA PACKET: Available for review in the Office of the Clerk of the Board, City Hall, 1 Dr. Carlton B. Goodlett Place, Room 244, or on the internet at: https://www.sf.gov/departments--sunshine-ordinance-task-force/events/upcoming.

AUDIO RECORDINGS: Audio recordings of the meeting of the Sunshine Ordinance Task Force are available at: https://sanfrancisco.granicus.com/ViewPublisher.php?view_id=98.

Language Access

Language services are available in Spanish, Chinese, Filipino, and Vietnamese for requests made at least two (2) business days in advance of the meeting, to help ensure availability. For more information or to request services, contact bos@sfgov.org or call (415) 554-5184.

所有常規及特別市參事會會議和常務委員會會議將提供西班牙文, 中文、菲律賓文, 以及越南文的傳譯服務, 但必須在會議前最少兩(2)個工作日作出請求, 以確保能獲取到傳譯服務. 將因應請求提供交替傳譯服務, 以便公眾向有關政府機構發表意見. 如需更多資訊請發電郵至 bos@sfgov.org 或致電 (415) 554-5184 聯絡我們.

Para asegurar la disponibilidad de los servicios de interpretación en chino, filipino español y vietnamita, presente su petición por lo menos con dos (2) días hábiles de antelación previo a la reunión. Para más información envíe su mensaje a bos@sfgov.org o llame al (415) 554-5184.

Ipaabot sa amin ang mga kahilingan para sa taga salin-wika sa Kastila, Tsino, Filipino at Vietnamese nang hindi bababa sa dalawang araw bago ang pulong. Makakatulong ito upang tiyakin na ang mga serbisyo ay nakalaan at nakahanda. Para sa dagdag kaalaman maki pagugnayan po sa bos@sfgov.org o tumawag sa (415) 554-5184.

Dịch vụ ngôn ngữ bằng tiếng Tây Ban Nha, tiếng Trung, tiếng Filipino và tiếng Việt được cung cấp nếu quý vị gửi yêu cầu ít nhất hai (2) ngày làm việc trước cuộc họp, để đảm bảo có phiên dịch viên. Để biết thêm thông tin vui lòng liên hệ qua email bos@sfgov.org hoặc gọi số (415) 554-5184.

Disability Access

The hearing rooms in City Hall are wheelchair accessible. Assistive listening devices for the hearing rooms are available upon request with the SOTF Clerk. The nearest accessible BART station is Civic Center (Market/Grove/Hyde Streets). Accessible MUNI Metro lines are the F, J, K, L, M, N, T (exit at Civic Center or Van Ness Stations). MUNI bus lines also serving the area are the 5, 5R, 6, 7, 7R, 7X, 9, 9R, 19, 21, 47, and 49. For more information about MUNI accessible services, call (415) 701-4485. There is accessible parking in the vicinity of City Hall at Civic Center Plaza and adjacent to Davies Hall and the War Memorial Complex. Accessible curbside parking is available on Dr. Carlton B. Goodlett Place and Grove Street.

The following services are available on request 48 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week: For American sign language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes, please contact the SOTF Clerk at (415) 554-7724 to make arrangements for the accommodation. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical-based products. Please help the City accommodate these individuals.

Know Your Rights Under the Sunshine Ordinance

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review.

For more information on your rights under the Sunshine Ordinance (San Francisco

Administrative Code, Chapter 67) or to report a violation of the ordinance, contact: Sunshine Ordinance Task Force, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102; phone (415) 554-7724; fax (415) 554-5163; or email sotf@sfgov.org.

Citizens may obtain a free copy of the Sunshine Ordinance by printing the San Francisco Administrative Code, Chapter 67 on the Internet at https://codelibrary.amlegal.com/codes/san_francisco/latest/sf_admin/0-0-0-19477.

Cell Phones, Pagers and Similar Sound-Producing Electronic Devices

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices (Chapter 67A of the San Francisco Administrative Code).

Ethics Requirements

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign &

Governmental Conduct Code, Section 2.100] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at: 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102; telephone (415) 581-3100; fax (415) 252-3112; web site www.sfgov.org/ethics

Under Campaign and Governmental Conduct Code, Section 1.127, no person or entity with a financial interest in a land use matter pending before the Board of Appeals, Board of Supervisors, Building Inspection Commission, Commission on Community Investment and Infrastructure, Historic Preservation Commission, Planning Commission, Port Commission, or the Treasure Island Development Authority Board of Directors, may make a campaign contribution to a member of the Board of Supervisors, the Mayor, the City Attorney, or a candidate for any of those offices, from the date the land use matter commenced until 12 months after the board or commission has made a final decision, or any appeal to another City agency from that decision has been resolved. For more information about this restriction, visit sfethics.org.

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