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: 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**

1. **CALL TO ORDER, ROLL CALL, AND AGENDA CHANGES** (00:02:31)

The meeting was called to order at 5:31 p.m. On the call of the roll, Chair Wolfe and Member Sangirardi were noted present. Member Kumar was noted absent. Administrator Petersen was present. There was a quorum.

By prior written agreement, Item 7 (Patrick Monette-Shaw against the Department of Public Health (**File 26099**) will be the first hearing heard (after Item 4).

The Petitioner in Item 8, Anonymous (JES) against the San Francisco Rent Board (**File 26096**) Petitioner requested a continuance. It will be the next item on the hearing portion of the meeting

Public Comment: None

Action: Moved by Chair Wolfe, seconded by Member Sangirardi, to accept the changes to the Agenda.

Ayes: 2 – Wolfe, Sangirardi
Noes: 0 - None
Absent: 1 – Member Kumar

Member Sangirardi indicated the need to leave at 7:50 p.m.

2. **Approval of the June 16, 2026, Sunshine Ordinance Task Force Complaint Committee Regular Meeting minutes**. (00:11:07)

Action: Moved by Chair Wolfe, seconded by Member Sangirardi to approve the June 16, 2026 Minutes.

Public Comment: None

DRAFT

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

Ayes: 2 – Wolfe, Sangiardi
Noes: 0 – None
Absent: 1 - Kumar

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. (00:12:53)

None.

4. **Focus and Purpose of the Complaint Committee – Chair** (00:12:53)

Chair Wolfe stated that he is the Vice Chair of the Task Force and taking over the duties of Chair of the Complaint Committee and introduced Members Sangirardi and Kumar. Chair Wolfe further explained the purpose of the Complaint Committee and indicated that if a party has an objection to an item being forwarded to the Consent Agenda or a they can contact the Chair ahead of time and make a request to have the item pulled.

Public Comment: None

No action taken.

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. (01:10:01)

Kei Chan (Petitioner) was not present.

Monica Mallari (Respondent) was present.

Moved by Chair Wolfe, seconded by Member Sangirardi, to close the matter per SOTF Complaint Procedures Sec. C(8)(a).

Public Comment: None

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

Ayes: 2 – Wolfe, Sangirardi
Noes: 0 – None
Absent: 1 - Kumar

DRAFT

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.

   HVSafe provided a summary of their position and stated that they week access to the policy regarding access to a bulletin board and how post on that bulletin board. No documents were responded and no answers were provided and we are locked out. The department did not assist us after three years with finding the policy in the lease for the land. [See P's rebuttal].

   Vivan Po (Respondent) stated it was not clear that this was a public records request as 102 records had been released to Petitioner in 2025, and P's communication asked questions but did not describe the documents requested. The department has released the records in its possession in 2025. The procedures pertaining to responsibilities did not exist at the time of P's request and the Sunshine Ordinance does not require us to answer questions.

   A question-and-answer period occurred. The parties were provided an opportunity for rebuttals.

   Public Comment: Anonymous stated that there should be a City policy and a forum for equal speech.

   Action: Moved by Chair Wolfe, seconded by Member Sangirardi, to find that the Task Force has jurisdiction and the requested records are public, and referred the matter to the Consent Agenda with a recommendation to find a violation of Administrative Code (Sunshine Ordinance), Sec. 67.21(b) by failing to respond to a public records request in a timely and/or complete manner, and Sec. 67.21(c) by failing to assist a requester in directing a request to the proper office or staff person.

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

   Ayes: 2 – Wolfe, Sangirardi
   Noes: 0 – None
   Absent: 1 - Kumar

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. (00:17:51)

   Patrick Monette-Shaw (Petitioner) provided a summary of his position electronically and stated that he submitted an Immediate Disclosure Request on 7/6/2026 for the 2025 records of eight or nine private sector hospitals regarding acute care hospital data submission reports that were produced and in the possession in the Department of Public Health (DPH). Mr. Monette-Shaw further stated that the Board of Supervisors requires that these reports be submitted annually. Mr. Monette-Shaw stated that on 7/7/2026 DPH converted his

DRAFT

request to a standard records request with a 10-day response time and has responded that the records requested have not yet been created.

Victor Lim (Respondent) provided a summary of the department's position and stated that Petitioner's Immediate Disclosure Request was not simple, routine or otherwise readily available and treated the request as a standard public records request. Mr. Lim further stated that Petitioner was informed on 7/16/2026 that the documents requested had not yet been created and will explore with the Custodian of Records whether there was a misunderstanding about the whether to provide the reports on a rolling basis.

A question-and-answer period occurred. The parties were provided an opportunity for rebuttals.

Public Comment: None

Action: Moved by Chair Wolfe, seconded by Member Sangirardi to find that the Task Force has jurisdiction, that the requested records are public, and referred the matter to the Consent Agenda with recommendation to find a violation of Administrative Code (Sunshine Ordinance), Sec. 67.25 by failing to respond in a timely and/or complete manner. Respondent will perform due to find requested records and them as requested within two weeks.

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

Ayes: 2 – Wolfe, Sangirardi
Noes: 0 – None
Absent: 1 - Kumar

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. (01:01:44)

Anonymous (JES) (Petitioner) was not present.

Christina Varner, Executive Director of the San Francisco Rent Board (Respondent) was present.

Public Comment: None

DRAFT

Action: Moved by Member Sangirardi seconded by Chair Wolfe, to close the matter per SOTF Complaint Procedures Sec. C(8)(a).

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

Ayes: 2 – Sangirardi, Wolfe
Noes: 0 – None
Absent: 1 - Kumar

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. (02:01:59)

Cisco Villalta (Petitioner) provided a summary of his position and stated that has received seven nearly identical form letters in response to his 11/30/2025 records request for body worn camera footage indicating a backlog and that none of the letters noted an exemption, a completion date, or whether the records would be released. Mr. Villalta further stated that he sent a follow up inquiry on 1/14/2026 but has not received a response.

Petitioner's Father was present and asked why there cannot be a ruling based on the communications provided.

The SFPD (Respondent) was not present.

Action: Moved by Chair Wolfe, seconded by Member Sangirardi, to find that the Task Force has jurisdiction, that the requested records are public, and referred the matter to the full Task Force with no recommendation but to review Administrative Code (Sunshine Ordinance), Sec. 67.21 and Sec. 67.27.

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

Ayes: 2 – Wolfe, Sangirardi
Noes: 0 – None
Absent: 1 - Kumar

Action: Moved by Chair Wolfe, seconded by Member Sangirardi, to rescind the previous motion.

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

Ayes: 2 – Wolfe, Sangirardi
Noes: 0 – None
Absent: 1 - Kumar

The matter is continued to the call of the Chair.

DRAFT

Items 10, 11, and 12 were resolved in a single action. (02:24:56)

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.

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.

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.

    Action: Moved by Chair Wolfe, seconded by Sangirardi, to refer File Nos. 26105, 26117, and 26097 to the full Task Force.

    Public Comment: Anonymous stated that they were here for File 26117 and dissatisfied with the continuance because they have been waiting the whole day for this meeting.

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

    Ayes: 2 – Wolfe, Sangirardi
    Noes: 0 – None
    Absent: 1 – Kumar

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

    The item was not called.

14. **ADJOURNMENT** (02:26:05)

    There being no further business the meeting was adjourned at 7:58 p.m.

    APPROVED: _____
    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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