

File No. 170722

Committee Item No. 2

Board Item No. 18

### COMMITTEE/BOARD OF SUPERVISORS

#### AGENDA PACKET CONTENTS LIST

Committee: Rules Committee

Date June 14, 2017

Board of Supervisors Meeting

Date June 20, 2017

#### Cmte Board

- |                                     |                                     |  |
|-------------------------------------|-------------------------------------|--|
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Motion                                       |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Resolution                                   |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Ordinance                                    |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Legislative Digest                           |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Budget and Legislative Analyst Report        |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Legislative Analyst Report                   |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Youth Commission Report                      |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Introduction Form (for hearings)             |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Department/Agency Cover Letter and/or Report |
| <input type="checkbox"/>            | <input type="checkbox"/>            | MOU  |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Grant Information Form                       |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Grant Budget                                 |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Subcontract Budget                           |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Contract/Agreement                           |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Form 126 – Ethics Commission                 |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Award Letter                                 |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Application                                  |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Public Correspondence                        |

#### OTHER (Use back side if additional space is needed)

- |                                     |                                     |                       |
|-------------------------------------|-------------------------------------|-----------------------|
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <u>Vacancy Notice</u> |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <u>Info Sheet</u>     |
| <input type="checkbox"/>            | <input type="checkbox"/>            | _____                 |
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Completed by: Derek Evans

Date June 9, 2017

Completed by: Derek Evans

Date June 15, 2017

An asterisked item represents the cover sheet to a document that exceeds 25 pages.  
The complete document can be found in the file.

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[Reappointment, Sunshine Ordinance Task Force - Fiona Hinze]

**Motion reappointing Fiona Hinze, term ending April 27, 2019, to the Sunshine Ordinance Task Force.**

MOVED, That the Board of Supervisors of the City and County of San Francisco does hereby appoint the hereinafter designated persons to serve as members of the Sunshine Ordinance Task Force, pursuant to the provisions of Administrative Code, Section 67.30, for the terms specified:

Fiona Hinze, seat 11, succeeding herself, must have demonstrated interest in, or have experience in, the issues of citizen access and participation in local government, for the unexpired portion of a two-year term ending April 27, 2019.



Board of Supervisors
City and County of San Francisco
1 Dr. Carlton B. Goodlett Place, Room 244
(415) 554-5184 FAX (415) 554-7714

Application for Boards, Commissions, Committees, & Task Forces

Name of Board, Commission, Committee, or Task Force: Sunshine Ordinance Task Force

Seat # or Category (If applicable): Seat #11 District: 1

Name: Fiona Hinze

Home Address: 48th Avenue, San Francisco, California Zip: 94121

Home Phone: Occupation: Systems Change Coordinator/ Community Organizer

Work Phone: 415-543-6222 Employer: Independent Living Resource Center San Francisco

Business Address: 825 Howard Street, San Francisco, California Zip: 94103

Business E-Mail: fiona@ilrcsf.org Home E-Mail:

Pursuant to Charter Section 4.101 (a)2, Boards and Commissions established by the Charter must consist of electors (registered voters) of the City and County of San Francisco. For certain other bodies, the Board of Supervisors can waive the residency requirement.

Check All That Apply:

Registered voter in San Francisco: Yes [checked] No [ ] If No, where registered:

Resident of San Francisco [checked] Yes [ ] No [ ] If No, place of residence:

Pursuant to Charter section 4.101 (a)1, please state how your qualifications represent the communities of interest, neighborhoods, and the diversity in ethnicity, race, age, sex, sexual orientation, gender identity, types of disabilities, and any other relevant demographic qualities of the City and County of San Francisco:

As a lifelong San Franciscan and a product of its public schools, I know the vast diversity that makes San Francisco such a unique place to work and live. As a wheelchair-bound person with a disability, and speaking as an advocate for traditionally marginalized and underserved communities, I have dedicated my life to insuring citizens have access to services in the community and local government. As a Legislative Intern for California Assemblywoman Fiona Ma, I worked at her District Office here in San Francisco. As a student at Stanford University, I founded a disability advocacy group in student government. Currently, as the Systems Change Coordinator/ Community Organizer at the Independent Living Resource Center San Francisco (ILRCSF), I am at the forefront of promoting the advocacy agenda for all people with disabilities in San Francisco. In my previous role as the Community Activities Coordinator at ILRCSF I planned and promoted community events for adults with disabilities. Additionally, as an intern for ILRCSF, I advocated to advance disability rights through participation in the In-Home Support Services Task Force, Youth Organizing, Disabled and Proud, and the Disability Organizing Network. I also organized activities for youth with disabilities, facilitating an advocacy club at Mission High School and organizing, promoting, and facilitating meetings and events for the ILRCSF youth advocacy group.

Working with persons with disabilities has allowed me to make meaningful change in the community. I firmly believe that my professional experience and my passion for assisting persons with disabilities makes me a perfect candidate for the

**Business and/or professional experience:**

Education:  
2008 to 2013 Stanford University, Stanford, CA  
B.A. with Distinction in Psychology with concentration in Health and Development  
Phi Beta Kappa, GPA: 3.9/4.0  
Employment:  
Independent Living Resource Center of San Francisco, San Francisco, CA.  
Systems Change Coordinator / Community Organizer. (beginning Aug. 2014)  
Advance the advocacy agenda of the agency

**Civic Activities:**

As a legislative intern for Assemblywoman Fiona Ma, I had the opportunity to address constituent concerns, attend community meetings, and manage important educational and informational databases. Working as a legislative intern gave me firsthand knowledge of the issues of greatest importance to the public. I hope to bring this experience to the Sunshine Ordinance Task Force to help make government more accessible and participatory for all citizens of San Francisco.

Have you attended any meetings of the Board/Commission to which you wish appointment? Yes  No

For appointments by the Board of Supervisors, appearance before the RULES COMMITTEE is a requirement before any appointment can be made. (*Applications must be received 10 days before the scheduled hearing.*)

Date: 3/29/2017  
7/11/14 Applicant's Signature: (required) Fiona Chan Hinze

(Manually sign or type your complete name.  
NOTE: By typing your complete name, you are hereby consenting to use of electronic signature.)

**Please Note:** Your application will be retained for one year. Once Completed, this form, including all attachments, become public record.

**FOR OFFICE USE ONLY:**

Appointed to Seat #: \_\_\_\_\_ Term Expires: \_\_\_\_\_ Date Seat was Vacated: \_\_\_\_\_

01/20/12



STATEMENT OF ECONOMIC INTERESTS  
COVER PAGE

E-Filed  
03/27/2017  
16:20:29  
Filing ID:  
164300067

Please type or print in ink.

NAME OF FILER (LAST) (FIRST) (MIDDLE)  
Hinze, Fiona Chan

1. Office, Agency, or Court

Agency Name (Do not use acronyms)  
City and County of San Francisco  
Division, Board, Department, District, if applicable Your Position  
Sunshine Ordinance Task Force Member  
If filing for multiple positions, list below or on an attachment. (Do not use acronyms)  
Agency: Position:

2. Jurisdiction of Office (Check at least one box)

State Judge or Court Commissioner (Statewide Jurisdiction)  
Multi-County County of San Francisco  
City of San Francisco Other

3. Type of Statement (Check at least one box)

Annual: The period covered is January 1, 2016, through December 31, 2016  
-or- The period covered is / / , through December 31, 2016  
Leaving Office: Date Left / / (Check one)  
The period covered is January 1, 2016, through the date of leaving office.  
The period covered is / / , through the date of leaving office.  
Assuming Office: Date assumed / / and office sought, if different than Part 1:  
Candidate: Election Year and office sought, if different than Part 1:

4. Schedule Summary (must complete) Total number of pages including this cover page: 2

Schedules attached

Schedule A-1 - Investments - schedule attached  
Schedule A-2 - Investments - schedule attached  
Schedule B - Real Property - schedule attached  
Schedule C - Income, Loans, & Business Positions - schedule attached  
Schedule D - Income - Gifts - schedule attached  
Schedule E - Income - Gifts - Travel Payments - schedule attached

-or-

None - No reportable interests on any schedule

5. Verification

MAILING ADDRESS STREET CITY STATE ZIP CODE  
(Business or Agency Address Recommended - Public Document)  
San Francisco CA 94121  
DAYTIME TELEPHONE NUMBER E-MAIL ADDRESS  
( )

I have used all reasonable diligence in preparing this statement. I have reviewed this statement and to the best of my knowledge the information contained herein and in any attached schedules is true and complete. I acknowledge this is a public document.

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date Signed 03/27/2017  
(month, day, year)

Signature Fiona Chan Hinze  
(File the originally signed statement with your filing official.)

## SCHEDULE C

### Income, Loans, & Business Positions

(Other than Gifts and Travel Payments)

<b>CALIFORNIA FORM 700</b>
FAIR POLITICAL PRACTICES COMMISSION
Name
<u>Hinze, Fiona Chan</u>

**▶ 1. INCOME RECEIVED**

NAME OF SOURCE OF INCOME  
Independent Living Resource Center San Francisco  
ADDRESS (Business Address Acceptable)  
San Francisco, CA 94121

BUSINESS ACTIVITY, IF ANY, OF SOURCE  
Disability information, support, and advocacy

YOUR BUSINESS POSITION  
Systems Change Coordinator/Community organizer

GROSS INCOME RECEIVED  No Income - Business Position Only  
 \$500 - \$1,000  \$1,001 - \$10,000  
 \$10,001 - \$100,000  OVER \$100,000

CONSIDERATION FOR WHICH INCOME WAS RECEIVED  
 Salary  Spouse's or registered domestic partner's income  
 (For self-employed use Schedule A-2.)  
 Partnership (Less than 10% ownership. For 10% or greater use  
 Schedule A-2.)  
 Sale of \_\_\_\_\_  
 (Real property, car, boat, etc.)  
 Loan repayment  
 Commission or  Rental Income, list each source of \$10,000 or more  
 \_\_\_\_\_  
 (Describe)  
 Other \_\_\_\_\_  
 (Describe)

**▶ 1. INCOME RECEIVED**

NAME OF SOURCE OF INCOME  
Disability Rights California  
ADDRESS (Business Address Acceptable)  
Oakland, CA 94612

BUSINESS ACTIVITY, IF ANY, OF SOURCE  
Disability Rights

YOUR BUSINESS POSITION  
Consultant

GROSS INCOME RECEIVED  No Income - Business Position Only  
 \$500 - \$1,000  \$1,001 - \$10,000  
 \$10,001 - \$100,000  OVER \$100,000

CONSIDERATION FOR WHICH INCOME WAS RECEIVED  
 Salary  Spouse's or registered domestic partner's income  
 (For self-employed use Schedule A-2.)  
 Partnership (Less than 10% ownership. For 10% or greater use  
 Schedule A-2.)  
 Sale of \_\_\_\_\_  
 (Real property, car, boat, etc.)  
 Loan repayment  
 Commission or  Rental Income, list each source of \$10,000 or more  
 \_\_\_\_\_  
 (Describe)  
 Other \_\_\_\_\_  
 (Describe)

**▶ 2. LOANS RECEIVED OR OUTSTANDING DURING THE REPORTING PERIOD**

\* You are not required to report loans from commercial lending institutions, or any indebtedness created as part of a retail installment or credit card transaction, made in the lender's regular course of business on terms available to members of the public without regard to your official status. Personal loans and loans received not in a lender's regular course of business must be disclosed as follows:

<p>NAME OF LENDER* _____</p> <p>ADDRESS (Business Address Acceptable) _____</p> <p>BUSINESS ACTIVITY, IF ANY, OF LENDER _____</p> <p>HIGHEST BALANCE DURING REPORTING PERIOD  <input type="checkbox"/> \$500 - \$1,000  <input type="checkbox"/> \$1,001 - \$10,000  <input type="checkbox"/> \$10,001 - \$100,000  <input type="checkbox"/> OVER \$100,000</p>	<p>INTEREST RATE _____% <input type="checkbox"/> None</p> <p>TERM (Months/Years) _____</p> <p>SECURITY FOR LOAN  <input type="checkbox"/> None <input type="checkbox"/> Personal residence  <input type="checkbox"/> Real Property _____  <small style="margin-left: 150px;">Street address</small>          _____  <small style="margin-left: 150px;">City</small>  <input type="checkbox"/> Guarantor _____  <input type="checkbox"/> Other _____  <small style="margin-left: 150px;">(Describe)</small></p>
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Comments: \_\_\_\_\_



Board of Supervisors  
City and County of San Francisco  
1 Dr. Carlton B. Goodlett Place, Room 244  
(415) 554-5184 FAX (415) 554-7714

RECEIVED  
BOARD OF SUPERVISORS  
SAN FRANCISCO  
2017 MAY 10 PM 2:41

**Application for Boards, Commissions, Committees, & Task Forces**

Name of Board, Commission, Committee, or Task Force: Sunshine Ordinance Task Force

Seat # or Category (If applicable): 11 District: 11

Name: Trevor P. Martin

Home Address: [Redacted] Silver Ave. [Redacted] Zip: 94112

Home Phone: [Redacted] Occupation: Bartender

Work Phone: (415) 621-5859 Employer: Hobson's Choice

Business Address: 1601 Haight Street Zip: 94117

Business E-Mail: \_\_\_\_\_ Home E-Mail: [Redacted]

Pursuant to Charter Section 4.101 (a)2, Boards and Commissions established by the Charter must consist of electors (registered voters) of the City and County of San Francisco. For certain other bodies, the Board of Supervisors can waive the residency requirement.

Check All That Apply:

Registered voter in San Francisco: Yes  No  If No, where registered: \_\_\_\_\_

Resident of San Francisco  Yes  No. If No, place of residence: \_\_\_\_\_

Pursuant to Charter section 4.101 (a)1, please state how your qualifications represent the communities of interest, neighborhoods, and the diversity in ethnicity, race, age, sex, sexual orientation, gender identity, types of disabilities, and any other relevant demographic qualities of the City and County of San Francisco:

I am a twelve year resident of San Francisco after moving from Ohio in 2005. I graduated from the University of San Francisco with a Master in Public Affairs last year at the age of 36. I have an unrelenting passion for political, social, environmental, economic, and racial justice. I graduated High School from a juvenile prison and have since turned my life around. As an activist and organizer I have worked with a diverse community. I have recently married the love of my life who happens to be a Colombian immigrant. I myself am a white, middle-aged, heterosexual male. Though I am not wealthy, I feel it is my duty to help those who are less fortunate as I. We are all one.

**Business and/or professional experience:**

FIELD ORGANIZER/VOLUNTEER COORDINATOR | CALIFORNIA CLEAN MONEY CAMPAIGN | 2012-PRESENT  
Assisting with the coordination of Clean Money volunteers, making legislative visits to advocate for Clean Money policy, participating in research and analysis of data, as well as engaging in fundraising, editing/writing, and group speaking.  
FIELD ORGANIZER | 50+1 STRATEGIES | 2016  
Tasked with surveying and recruiting potential paid canvassers and then training and supervising employees in a successful effort to register over 16,000 new voters in the Bay Area for the November 8, 2016 General Election.  
INTERN | OHIO GOVERNOR'S OFFICE OF FAITH-BASED AND COMMUNITY INITIATIVES | 2003  
Actively participated in the opening and establishment of the Ohio Governor's Office of Faith-Based and Community Initiatives by conducting research, collecting data, and assisting with design and creation of website and databases.

**Civic Activities:**

I have been actively involved, engaged, and advocating for issues of concern to low-income and working class families in California for nearly a decade. Outside of school, much of my time for the past five years has been spent with the California Clean Money Campaign (CCMC), a nonprofit and nonpartisan organization that advocates for fair and open elections, transparency, and accountability in government. As a field organizer for CCMC, I recruit potential volunteers and then train and supervise them in monthly working groups to organize and take specific actions such as canvassing and phone-banking to garner support for sponsored legislation. Over the years we have helped to successfully pass several bills and initiatives to make California a leader in campaign finance disclosure. Last November, in addition to Proposition 59 being passed, CCMC was involved in a number of other anti-corruption victories, including Proposition T in San Francisco and Measure X1 in Berkeley—the strongest public financing matching funds system in the nation.

Have you attended any meetings of the Board/Commission to which you wish appointment? Yes  No

For appointments by the Board of Supervisors, appearance before the RULES COMMITTEE is a requirement before any appointment can be made. (Applications must be received 10 days before the scheduled hearing.)

Date: 05/01/2017 Applicant's Signature: (required)



(Manually sign or type your complete name.  
NOTE: By typing your complete name, you are hereby consenting to use of electronic signature.)

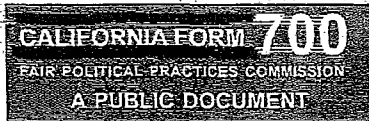
**Please Note:** Your application will be retained for one year. Once Completed, this form, including all attachments, become public record.

**FOR OFFICE USE ONLY:**

Appointed to Seat #: \_\_\_\_\_ Term Expires: \_\_\_\_\_ Date Seat was Vacated: \_\_\_\_\_

01/20/12





STATEMENT OF ECONOMIC INTERESTS COVER PAGE

Date Initial Filing Received RECEIVED BOARD OF SUPERVISORS SAN FRANCISCO

Please type or print in ink.

NAME OF FILER (LAST) (FIRST) (MIDDLE) Martin Trevor BY Patrick

1. Office, Agency, or Court

Agency Name (Do not use acronyms) Board of Supervisors Division, Board, Department, District, if applicable Your Position Sunshine Ordinance Task Force N/A

If filing for multiple positions, list below or on an attachment. (Do not use acronyms)

Agency: Position:

2. Jurisdiction of Office (Check at least one box)

State Multi-County City of Judge or Court Commissioner (Statewide Jurisdiction) County of San Francisco Other

3. Type of Statement (Check at least one box)

Annual: The period covered is January 1, 2016, through December 31, 2016. Leaving Office: Date Left The period covered is January 1, 2016, through the date of leaving office. Assuming Office: Date assumed Candidate: Election year and office sought, if different than Part 1:

4. Schedule Summary (must complete) Total number of pages including this cover page: Schedules attached Schedule A-1 - Investments - schedule attached Schedule A-2 - Investments - schedule attached Schedule B - Real Property - schedule attached Schedule C - Income, Loans, & Business Positions - schedule attached Schedule D - Income - Gifts - schedule attached Schedule E - Income - Gifts - Travel Payments - schedule attached None - No reportable interests on any schedule

5. Verification

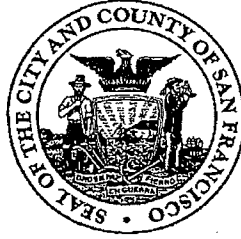
MAILING ADDRESS STREET CITY STATE ZIP CODE 290 Silver Avenue #4 San Francisco CA 94112 DAYTIME TELEPHONE NUMBER E-MAIL ADDRESS ( 415 ) 871-8750 trevormmt@gmail.com

I have used all reasonable diligence in preparing this statement. I have reviewed this statement and to the best of my knowledge the information contained herein and in any attached schedules is true and complete. I acknowledge this is a public document.

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct. Date Signed 05/01/2017 Signature

FPPC Form 700 (2016/2017) FPPC Advice Email: advice@fppc.ca.gov FPPC Toll-Free Helpline: 866/275-3772 www.fppc.ca.gov

BOARD of SUPERVISORS



City Hall  
1 Dr. Carlton B. Goodlett Place, Room 244  
San Francisco 94102-4689  
Tel. No. 554-5184  
Fax No. 554-5163  
TDD/TTY No. 554-5227

## VACANCY NOTICE

### SUNSHINE ORDINANCE TASK FORCE

Replaces All Previous Notices

NOTICE IS HEREBY GIVEN of the following vacancy and term expirations (**in bold**), appointed by the Board of Supervisors:

Seat 1, Victoria Baranetsky, term expiring April 27, 2018, must be nominated by the local chapter of the Society of Professional Journalists and be an attorney, for a two-year term.

Seat 2, Eric Eldon, term expiring April 27, 2018, must be nominated by the local chapter of the Society of Professional Journalists and be a journalist, for a two-year term.

Seat 3, Josh Wolf, term expiring April 27, 2018, must be a member from the press or electronic media, for a two-year term.

**Vacant seat 4**, succeeding Pixie (Rishi) Chopra, term expired, must be a journalist from a racial/ethnic-minority-owned news organization and nominated by the New California Media, for a two-year term ending April 27, 2019.

Seat 5, Luewam Tesfai, term expiring April 27, 2018, must be nominated by the local chapter of the League of Women Voters, for a two-year term.

Seat 6, Bruce Wolfe, term expiring April 27, 2018, must be a member of the public experienced in consumer advocacy, for a two-year term.

Seat 7, Dave Maass, term expiring April 27, 2018, must be a member of the public experienced in consumer advocacy, for a two-year term.

Seat 8, Frank Cannata, term expiring April 27, 2018, must have demonstrated interest in, or have experience in, the issues of citizen access and participation in local government, for a two-year term.

Seat 9, Chris Hyland, term expiring April 27, 2018, must have demonstrated interest in, or have experience in, the issues of citizen access and participation in local government, for a two-year term.

Seat 10, Louise Fischer, term expiring April 27, 2018, must have demonstrated interest in, or have experience in, the issues of citizen access and participation in local government, for a two-year term.

Seat 11, Fiona Hinze, term expiring April 27, 2017, must have demonstrated interest in, or have experience in, the issues of citizen access and participation in local government, for a two-year term ending April 27, 2019.

**Additional Qualifications:** At all times, the Task Force shall include at least one member who shall be a member of the public who is physically handicapped. All members must have experience and/or demonstrated interest in the issues of citizen access and participation in local government.

**Reports:** The Task Force shall receive and review the Annual Report of the Supervisor of Public Records and may request additional reports or information, as it deems necessary. It shall also issue public reports, as it sees fit, evaluating compliance with the Sunshine Ordinance (Administrative Code, Chapter 67) and related California laws by the City or any department, officer, or official thereof.

**Sunset Date:** None.

Additional information relating to the Sunshine Ordinance Task Force, or other seats on this body that are appointed by another authority, may be obtained by reviewing Administrative Code, Section 67.30, at <http://www.sfbos.org/sfmunicodes> or by visiting their website at <http://www.sfbos.org/sunshine>.

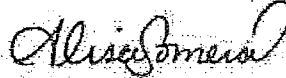
Pursuant to Board of Supervisors Rules of Order 2.19 (Motion No. 05-92) all applicants applying for this Commission must complete and submit, with their application, a copy (**not original**) of Form 700, Statement of Economic Interests. Applications will not be considered if a copy of Form 700 is not received. Form 700, Statement of Economic Interests, may be obtained at <http://www.sfbos.org/form700>.

Interested persons may obtain an application from the Board of Supervisors website at [http://www.sfbos.org/vacancy\\_application](http://www.sfbos.org/vacancy_application) or from the Rules Committee Clerk, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102-4689. Completed applications should be submitted to the Clerk of the Board. All applicants must be residents of San Francisco, unless otherwise stated.

**Next Steps:** Applicants who meet minimum qualifications will be contacted by the Rules Committee Clerk once the Rules Committee Chair determines the date of the hearing. Members of the Rules Committee will consider the appointment(s) at the meeting and applicant(s) may be asked to state their qualifications. The appointment(s) of the individual(s) who are recommended by the Rules Committee will be forwarded to the Board of Supervisors for final approval.

*Please Note: Depending upon the posting date, a vacancy may have already been filled. To determine if a vacancy for this Task Force is still available, or if you require additional information, please call the Rules Committee Clerk at (415) 554-7702.*

*Further Note: Additional seats on this body may be available through other appointing authorities.*



Angela Calvillo  
Clerk of the Board

DATED/POSTED: March 27, 2017

San Francisco  
BOARD OF SUPERVISORS

Date Printed: March 22, 2017

Date Established:

August 18, 1993

Active

**SUNSHINE ORDINANCE TASK FORCE**

**Contact and Address:**

Victor Young Administrator  
Board of Supervisors  
City Hall, Room 244  
San Francisco, CA 94102

Phone: (415) 554-5184

Fax: (415) 554-5163

Email: [sotf@sfgov.org](mailto:sotf@sfgov.org)

**Authority:**

Administrative Code, Section 67.30 (Ordinance Nos. 265-93; 118-94; 432-94; 287-96; 198-96; 387-98; and Proposition G, November 1999)

**Board Qualifications:**

The Sunshine Ordinance Task Force (the "Task Force") was established to advise the Board of Supervisors and provide information to other City departments on appropriate ways in which to implement Administrative Code, Chapter 67 (The San Francisco Sunshine Ordinance of 1999) (the "Ordinance"). The Task Force shall develop goals to ensure practice and timely implementation of the Ordinance; propose amendments to the Ordinance; receive and review the annual report of the Supervisor of Public Records and may request additional reports or information; and make referrals to a municipal office with enforcement power under the Ordinance, the California Public Records Act, or the Brown Act, whenever it concludes a person has violated the provisions of the Ordinance.

The Task Force consists of a total of thirteen (13) members:

- > Eleven (11) voting members appointed by the Board of Supervisors
  - Two (2) members nominated by the local chapter of the Society of Professional Journalists; one (1) shall be an attorney and one (1) shall be a journalist.
  - One (1) member shall be a member from the press or electronic media.
  - One (1) member shall be a journalist from a racial/ethnic-minority-owned news organization and nominated by New California Media.
  - One (1) member nominated by the local chapter of the League of Women Voters.
  - Two (2) members of the public experienced in consumer advocacy.
  - Four (4) members of the public who have demonstrated interest in, or have experience in,

"R Board Description" (Screen Print)

San Francisco  
BOARD OF SUPERVISORS

the issues of citizen access and participation in local government.

- > One (1) member shall be the Mayor, or his/her designee, and serve as a non-voting member.
- > One (1) member shall be the Clerk of the Board of Supervisors, or his/her designee, and serve as a non-voting member.

At all times, the Task Force shall include at least one member who shall be a member of the public who is physically handicapped. All members must have experience and/or demonstrated interest in the issues of citizen access and participation in local government. The City Attorney's Office shall assign an attorney to the Task Force who is experienced in public-access law matters and serve as a legal advisor and advocate to the Task Force.

The term of each appointed member shall be two years unless removed by the Board of Supervisors. In the event of such removal or vacancy during the term of office of any appointive member, a successor shall be appointed for the unexpired term of the office vacated.

In addition to regular Task Force meetings, Task Force members are expected to participate in committee work.

Reports: The Task Force shall report annually to the Board of Supervisors on any practical or policy problems encountered in the Administration of the Ordinance. The Task Force shall, as it sees fit, issue public reports evaluating compliance with the Ordinance and related California laws by the City or any department, office or official.

Sunset Date: None.