

# Item 10a - Subcommittee formation memo

## Purpose Statement:

### Transparency and Public Records Subcommittee

(ad hoc, created March 8, 2023)

**Members:** Francis Upton IV (Chair), Arvon Perteet and Alea Gage.

#### **A) What is the specific goal of the committee?**

The goal of the subcommittee is to identify a long-term vision statement for government transparency in Oakland and short-term next steps to make progress towards that goal.

#### **B) What is the expected deliverable and in what time period?**

The subcommittee will draft a vision statement (or statements) and bring them back to the PEC for consideration.

The subcommittee will prepare near-term options for how to make progress towards that goal that it presents to the PEC. These will likely be proposals for staff to explore further and bring back, or proposals like having different departments come in and testify to the PEC on their transparency efforts or challenges.

**C) What level of staff vs Commissioner work is expected?** The work of this subcommittee will mostly consist of commissioner work, with some light staff work.

**Vision Statement:** Commissioners will take the lead on discussing and drafting the vision statement. Staff will participate in the discussion. Staff may do light research work, like if other cities have adopted a vision statement, in discussion with the Subcommittee and recognizing staff capacity.

**Proposals:** Commissioners will take the lead in discussing potential near-term options. Staff will assist with doing a very preliminary assessment of some of the options that the Subcommittee is most interested in.

If the PEC decides to pursue an option, this may entail significantly more staff work, which should be discussed by the PEC in recognition of our other priorities and commitments.