

Item 11 - Disclosure Report



Arvon J. Perteet, Chair
Michael B. MacDonald, Vice-Chair
Charlotte Hill
Jessica Leavitt
Ryan Micik
Joe Tuman

Whitney Barazoto, Executive Director

TO: Public Ethics Commission
FROM: Suzanne Doran, Lead Analyst
Jelani Killings, Ethics Analyst
Whitney Barazoto, Executive Director
DATE: January 28, 2022
RE: Disclosure and Engagement Monthly Report for the February 9, 2022, Meeting

This memorandum provides a summary of major accomplishments in the Public Ethics Commission's (PEC or Commission) Disclosure and Engagement program activities since the last monthly meeting. Commission staff disclosure activities focus on improving online tools for public access to local campaign finance and other disclosure data, enhancing compliance with disclosure rules, and conducting data analysis for PEC projects and programs as required. Engagement activities include training and resources provided to the regulated community, as well as general outreach to Oakland residents to raise awareness of the Commission's role and services and to provide opportunities for dialogue between the Commission and community members.

Compliance with Disclosure Requirements

Campaign finance disclosure – A general election is scheduled this year, on November 8, 2022. Eight Oakland offices are up for election: Mayor; City Auditor; Councilmembers for Districts 2, 4 and 6; and School Board Directors for Districts 2, 4 and 6. So far 16 candidates have declared their intention to run and 9 have registered campaign committees.

In an election year, there are four major filing deadlines for campaign statements, two semi-annual statements and two pre-election statements. The first 2022 deadline is January 31, and all registered committees must submit semi-annual campaign statements for the period from July 1 through December 31, 2021. Outreach to filers this month included email notices of the upcoming deadlines and reminders via our social media accounts.

Campaign statements are available to view and download at the PEC's [Public Portal for Campaign Finance Disclosure](#).

Lobbyist disclosure – The Oakland Lobbyist Registration Act (LRA) requires any person that qualifies as a lobbyist to register annually with the Public Ethics Commission before conducting any lobbying activity. It also requires lobbyists to submit quarterly reports disclosing their lobbying activities to ensure that the public knows who is trying to influence City decisions. January 31 is the deadline for annual lobbyist registration renewal and January 30 is the deadline for quarterly lobbyist activity reports covering the period from October 1 through December 31, 2021. Outreach to lobbyists this month included email notices of the upcoming deadline and reminders via our social media accounts.

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An up-to-date list of registered lobbyists and lobbyist activity reports with links to view and download individual reports is available at the PEC's [Lobbyist Dashboard and Data](#) webpage.

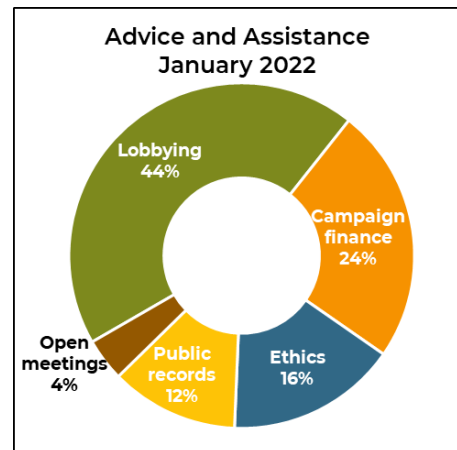
Illuminating Disclosure Data

Open Disclosure – Commission staff continues to act as team leader for the campaign finance website project [OpenDisclosure](#), produced in partnership with Open Oakland volunteers. The project team began plans to update the site for the November 2022 Oakland election this month and is recruiting volunteer developers. For more information or to join our volunteer team, visit the [OpenOakland](#) website.

Advice and Engagement

Advice and Technical Assistance – In January, Commission staff responded to 25 requests for information, advice or assistance regarding campaign finance, ethics, Sunshine law, or lobbyist issues.

New Employee Orientation – Staff continues to make presentations at the City's monthly New Employee Orientation (NEO) providing new employees with an introduction to the PEC and overview of the Government Ethics Act (GEA). On January 19, staff trained 58 new employees on GEA provisions.



Ethics Onboarding and Exit Process – In January, staff met with the Assistant Human Resources Director, Resource Operations Supervisor, and Citywide Training Manager to develop processes to ensure that departments are communicating ethics training and Form 700 information to every employee and consultant hired by their department. Staff shared ethics onboarding and exit checklists that will be integrated with the City's NEOGOV platform so that all employees are informed and monitored for compliance with local ethics training and Form 700 requirements. In addition, staff is collaborating with HR to integrate PEC training assets onto the City's new NEOGOV Learn platform to utilize features to assign training, notice employees, and track compliance ahead of this year's Form 700 filing deadline.

Lobbyist Registration Act Guide – Commission staff updated the PEC's comprehensive guide to the Lobbyist Registration Act, designed to assist the regulated community in complying with local law. The guide provides a summary of the Lobbyist Registration Act provisions and was updated to reflect the new filing process since implementation of the online Lobbyist Registration and Reporting System as well as minor edits covering issues encountered during staff advice and technical assistance calls.

Online Engagement

Social Media – Each month Commission staff post social media content to highlight specific PEC policy areas, activities, or client-groups. In January, our posts focused on campaign finance disclosure deadlines, lobbyist registration and disclosure deadlines, introducing the new Commission chair, vice chair, and new members.

Website – This month, Commission staff began implementation of the City's new service webpage features. The revised service pages upgrade communication of key processes to PEC client groups.