

Item 7 - Disclosure and Engagement Report



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TO: Public Ethics Commission
FROM: Jelani Killings, Ethics Analyst
Ana Lara Franco, Commission Analyst
Suzanne Doran, Acting Executive Director
DATE: February 24, 2023
RE: Disclosure and Engagement Monthly Report for the March 8, 2023, 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.

Filing Officer – Compliance

Campaign Finance Disclosure – January 31 was the deadline for campaign committees to file their campaign statements (FPPC Form 460) covering the period from October 23 through December 31, 2022. All active campaign committees registered with the City of Oakland must file. Ninety percent of committees have now filed their campaign statements. Outreach to bring four non-filers into compliance is ongoing. Campaign statements are available to view and download at the [PEC's Public Portal for Campaign Finance Disclosure](#).

Lobbyist Registration and Reporting Program – 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. The annual lobbyist registration deadline passed on January 31. To date, there are 63 individuals registered to lobby the City of Oakland in 2023.

The 2022 fourth quarter lobbyist activity report deadline passed on January 30. To date, 63 reports have been filed. Commission staff is reaching out to three possible non-filers to gain

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compliance and/or clarify filing status. At the time of writing the OakApps system is offline and the Lobbyist Registration portal is not available. Once services are restored, lobbyist registration and activity reports may be viewed online at the [PEC's Lobbyist Dashboard and Data webpage](#).

Advice and Engagement

Advice and Technical Assistance – Staff continues to respond to requests for advice and technical assistance. Performance data will be reported once access to the PEC's performance tracking tools is restored.

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).

Supervisory Academy – On January 26, staff presented and facilitated an ethics discussion for the City's quarterly Supervisory Academy. The discussions are intended to allow for more meaningful dialogue concerning ethical values in decision making with a focus on identifying ethical dilemmas that City staff face in carrying out their daily duties. Staff provided an overview of the Government Ethics Act including conflicts of interests, gift restrictions, and post-employment restrictions.

Government Ethics Training for Form 700 Filers – On January 19, PEC staff conducted a live Government Ethics Training for Form 700 Filers via Zoom. The training was hosted by the Department of Human Resources (HR) and served as an alternative for employees that have not completed the PEC's mandatory online training.

City Council Orientation – On January 11, staff participated in an orientation for City Councilmembers organized by Council President Bas and the City Attorney's Office. PEC staff gave an overview of the Commission and briefly shared about the laws within our jurisdiction. Councilmembers were provided with a checklist of activities to complete including filing Form 700, completing ethics training, and scheduling a time to meet with PEC staff one on one.

Form 700 Compliance – On January 13, PEC staff met with the City Clerk's Office to discuss opportunities to collaborate on Form 700 compliance. The joint effort seeks to improve compliance among required filers by sharing data between offices, issuing joint communications, and updating the City's Conflict of Interest Code. Next steps include reviewing data to assess department compliance with requirements to categorize employees by Form 700 filer status. In addition, the Department of Human Resources Management continues its effort to synchronize City systems (Oracle and NEO GOV) to ensure an accurate Form 700 filers list and tracking mandatory ethics training for Form 700 filers.