

# City of Oakland Public Ethics Commission



## ANNUAL REPORT 2012



Public Ethics Commission  
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## **BUILDING CAPACITY**

The Public Ethics Commission is charged with ensuring fairness, openness, honesty and integrity in City government and is equipped with the authority to oversee compliance with certain local ordinances aimed to achieve these broad goals. In April 2012, after not operating for almost a year due to budget reductions and the retirement of the one remaining staff, the Commission hired an executive director and began to lay the foundation for new and collaborative approaches toward enhancing integrity in City government. The Commission's initial work in 2012 shows the beginning of what is to come, and this report seeks to highlight that work as the Commission continues to build its capacity to effectively fulfill its mission.

After stepping into 2012 with no staff and a displaced office, the Commission devoted considerable attention to rebuilding Commission staffing and moving into new office space while also working to establish priorities and determine how best to carry out its duty to ensure compliance with ethics-related laws. The Commission's priorities, adopted in August, 2012, reflect a desire to focus on ensuring compliance through outreach, enforcement, and systems reform.

Highlights from 2012 include providing political candidates, public officials, and City employees with information about campaign finance laws, ethics concepts, and restrictions on the use of public funds for campaign or personal purposes. The Commission began to update its website and publications as part of a broad project to transform the Commission's web-based information to better share information and engage candidates, officials and employees around ethics and transparency issues. The Commission also reached out through social media, and its entry onto Facebook and Twitter are just a glimpse of how the Commission will incorporate broader social media into its communications and public information strategy. The Commission closed a total of 19 cases alleging violations of various campaign finance, conflict of interest, and open government laws; and on the staffing front, the Commission is pleased to report that it began 2013 with a full 7-member board, one full-time director, a part-time employee, and four interns.

The Public Ethics Commission continued to face significant challenges in 2012 in meeting expectations set by law and accomplishing the goals for which it was established. Staff conducted a comprehensive analysis of the Commission's responsibilities under the law and determined that a total of 5 staff are needed to fulfill the legal mandate. The Commission is heading into the 2013-14 budget cycle with only one full-time position; the part-time position that was in place during the second half of 2012 will no longer exist by July, 2013. The Commission will need the additional position in order to continue the intern support and momentum that developed by the end of 2012 and has carried into 2013.

While the Commission's energy and focus continues to swell, much work remains. Staff and Commissioners want to revamp the Commission's website to serve as a hub for information and links about all things ethics and campaign-related, and to be a forum for City staff, public

officials, citizens, and others to engage with each other around these issues. The Commission needs to enforce the law through routine audit reviews and investigations of campaign finance laws, and it needs a complaint process that facilitates streamlined and effective enforcement. The Commission must work with City staff to ensure appropriate policies and systems are in place to achieve greater compliance with Sunshine and other laws. And the Commission needs to communicate with the City and the public in a way that reinforces and bolsters the attention given to ensuring that all stakeholders comply with government integrity laws. As a practical matter, at least one full-time position is needed in each of these separate areas, yet the Commission has only one staff. Despite the shortage, the Commission will continue to prioritize goals and complete projects that seek to make the greatest impact for the City of Oakland and its citizens.

## ENSURING COMPLIANCE

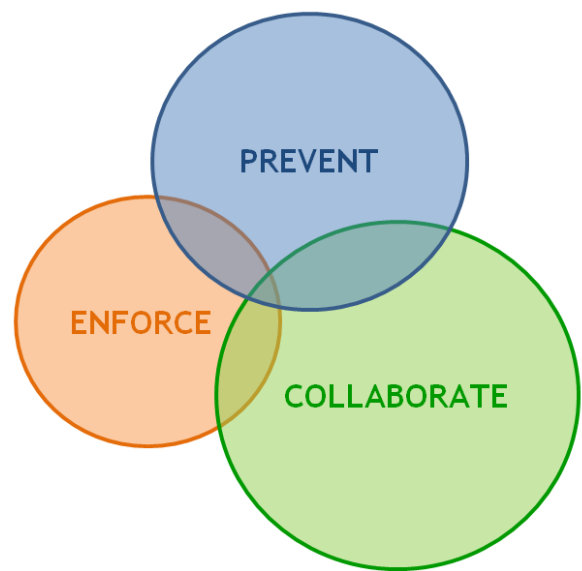
The Public Ethics Commission fosters transparency, promotes open government, and ensures compliance with ethics laws through a comprehensive approach that emphasizes prevention, enforcement, and collaboration.

### PREVENTION

Prevention activities consist of education, outreach, and information to help Commission clients comply with government integrity laws. Commission clients include candidates for local elective office, elected officials, public officials, City staff, Lobbyists, contractors doing business with Oakland, City residents, businesses, and organizations.

In summer 2012, the Commission published its first-ever **Local Candidate Information Packet**, with comprehensive information about state and local laws governing campaign finance activities and conflicts of interest rules for candidates. The packet was published on the Commission's website, and a summary overview of the laws, along with website hyperlinks for more information, was included in the election packet distributed to each candidate by the City Clerk's office.

The Commission joined **Facebook** and **Twitter** to enhance its outreach capacity and made some initial improvements to its **Website** to make it easier to find information about Commissioners, meetings, agendas, subcommittee activities and documents, and lobbyist registration and activities. These improvements will continue into 2013. The Commission also acquired a



shorter URL/Website address, now consisting of [www.oaklandnet.com/pec](http://www.oaklandnet.com/pec), to allow for easier sharing. The Website continues to offer the following **Commission publications**:

- How To Notice A Public Meeting And Respond To Requests For Public Information
- Handling Public Records Requests
- A Guide To Lobbyist Registration (updated in 2012)
- How To Apply For Public Financing
- A Guide To Oakland's Campaign Reform Act
- A Handbook For Members Of Oakland Boards And Commissions

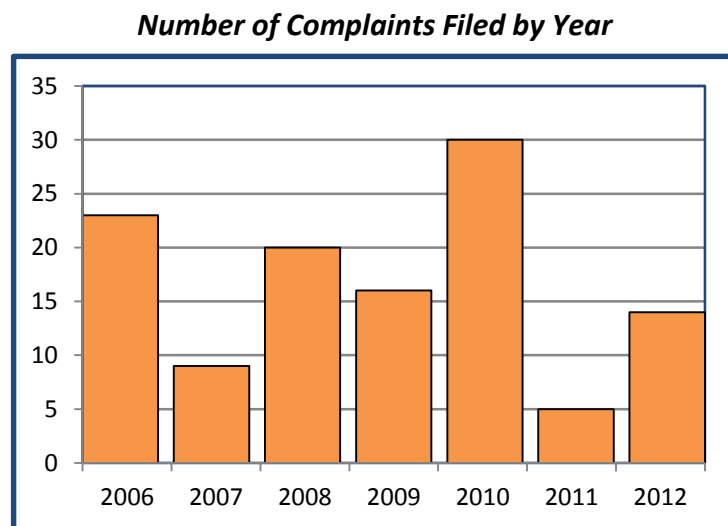
During the second half of 2012, Commission staff assisted roughly two-dozen individuals seeking **advice** on campaign finance, conflicts of interest, and lobbyist registration laws. The Commission compiled and distributed an introductory packet of **Ethics and Transparency materials for incoming City Council Members** and provided them with an overview of the Commission and its laws in December 2012 as they prepared to take office.

## ENFORCEMENT

The Public Ethics Commission has the authority to conduct investigations, perform audits, hold public hearings, issue subpoenas, and impose fines and penalties for certain types of violations. The Commission also ensures compliance through alternative enforcement strategies, such as sharing information publicly and referring issues to another enforcement entity where appropriate.

The Commission received a total of **14 complaints in 2012** alleging violations of campaigns finance, conflicts of interest, open meetings, public records, and other ethics-related laws. This is up from 5 complaints in 2011, and compares to 30 complaints in 2010, 16 in 2009, 20 in 2008, 9 in 2007, and 23 in 2006.

During 2012, the Commission **closed 19 cases**, 11 of which had been filed in 2011 or earlier. Of these 19 cases, 8 complaints alleged violations of the Oakland Sunshine Ordinance, 3 complaints alleged violations of state laws regarding misuse of public resources, 1 complaint alleged a conflict of interest violation, 1 complaint alleged a ballot measure misidentification of a person's title, 1 alleged violation of campaign sign placement rules, and the rest consisted of allegations on issues wholly outside of the Commission's reach, such as real estate fraud and City government mismanagement.



Given its limited resources, the Commission focused its efforts on assessing its enforcement abilities, prioritizing cases based on level of importance and staff work required, closing the highest priority cases, and identifying ways to streamline the process. Nevertheless, the Commission ended 2012 with a total of 16 open cases, only 6 of which were opened in 2012. The remaining 10 cases were filed in 2011 or earlier, including 6 cases that were filed in 2010 and 2 that were filed in 2009.

In addition to the 3 complaints mentioned above regarding misuse of public resources, Commission staff was contacted informally by City staff and public officials on multiple occasions about the rules restricting the use of public funds for campaign or personal purposes. In response to the number of inquiries on this issue, the Commission hosted an **informational hearing on the misuse of public funds laws** in December to review and highlight the state laws restricting the use of City funds.

To ensure compliance with lobbyist reporting rules and to share information about lobbyist activities, the Commission publishes **lobbyist registration and reports of activities** on its Web site. The Oakland Lobbyist Registration Act requires all professional lobbyists to register with the City before attempting to influence a local governmental action on behalf of another person. It requires paid, professional lobbyists to file initial and quarterly reports with the City Clerk disclosing the lobbyist's clients or employer, as well as the subject of any lobbying. The Commission publishes these reports online to disclose the lobbyists' clients, the subject of governmental action lobbied upon, who was lobbied, the client's position on the item being lobbied, campaign contributions solicited by a lobbyist, and employment opportunities arranged by a lobbyist.

## **COLLABORATION**

Beyond prevention and enforcement, the Public Ethics Commission enhances government integrity through collaborative approaches that leverage the efforts of City and community partners working on similar or overlapping initiatives. A collaborative approach recognizes that lasting results in transparency and accountability are achieved not through enforcement alone, but through a comprehensive strategy that aligns all points in the administration of City government – including clear policies and process, effective management and provision of staff resources, technology that facilitates the process, and an understanding of citizen expectations. In addition, the Commission serves as a trusted entity to take the lead on certain issues, such as setting the salary for City Council Members and distributing public funds to candidates under the City's campaign financing law.

As part of the Commission's responsibility to oversee compliance with the Oakland Sunshine Ordinance, Commission staff in 2012 conducted an initial **assessment of the City's access to public records system** and began to suggest changes that would lead to greater public access to City records. The Commission **co-sponsored and participated in CityCamp Oakland**, hosted by OpenOakland, to discuss open government and technology with City and community members.



The Commission revved up the project going into 2013 by creating a Commission subcommittee on access to public records and teaming with City staff on specific systems changes that will lead to greater accessibility of public records.

For the 2012 election, the Commission administered the **Oakland Limited Public Financing program**, in which candidates for district City Council seats could apply for and receive public money to assist them in their campaigns. Commission staff **distributed roughly \$60,000 in public funds** to eligible candidates. Staff also made significant changes to the tracking and administrative oversight of the processing of Limited Public Financing program payments, resolving all of the City Auditor's concerns in an audit of the program as it had been administered in 2010.

Pursuant to Measure P, adopted by Oakland voters in 2004, the **Oakland City Charter requires the Public Ethics Commission to annually adjust City Council salaries** by the increase in the consumer price index over the preceding year. In June, 2012, the Commission approved a 2.8 percent salary increase – the minimum required by law – for City Council Members, putting the total salary at \$76,172.62 effective for FY 2012-13.

Commission staff **consulted with City officials on issues** such as City Council non-interference in City administration, use of public funds for campaign or personal purposes, electronic filing of campaign statements, City administrative management review, and the Zero-Waste contract procurement process integrity measures.

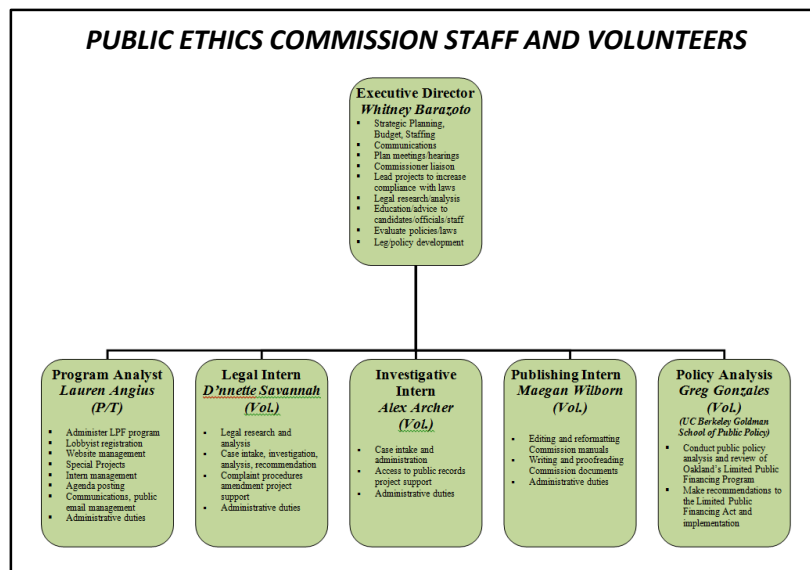
Staff also conducted a **seminar on Oakland's government integrity laws and institutions** for a visiting delegation from China in late 2012.



## STAFFING UP

At the beginning of 2012, the Commission had no staff and had not been operating since June 2011, when it was last staffed by an Executive Director and an Administrative Assistant with a total budget of \$265,750 for FY 2010-11. In FY 2011-12, the City eliminated one FTE (full-time equivalent) position and reduced Commission funding by 43%, leaving only \$152,724 for the year. Budget amendments in January 2012 provided an increase to the Commission’s budget, resulting in a total budget of \$186,336 for FY 2011-12, but still only one FTE position. The Commission’s budget for FY 2012-13 was the same, with an increase of roughly \$9700 from the Election Campaign fund to cover administrative costs of the Limited Public Financing program as it was administered in 2012.

The Commission currently has one full-time position, filled by an Executive Director who joined the Commission in April 2012. City administrators provided the Commission with a part-time Program Analyst to assist the Commission, along with the ability to request some administrative assistance from staff that support other City programs. Given these limited resources, the Commission assessed needs and established a list of priorities in summer 2012 to accomplish the duties it deemed most important and valuable to the City. Commission staff worked to streamline assignments, partner with other City programs, and recruit part-time and volunteer workers. The Commission now retains four volunteers, in addition to one part-time employee, to support the work of the Executive Director and the Commission.



In December 2012, the Commission conducted a comprehensive analysis of its mandated duties and determined which activities could not be completed within existing resources. The assessment made clear that the Commission cannot meet its full mandate with only one FTE; rather, 5 staff are needed to accomplish all that is required under the law. The Commission communicated its staffing and budgetary needs to the City Administrator in advance of the 2013-15 budget process, specifically requesting two additional positions – a program analyst and an investigator – for FY 2013-14.



## CURRENT COMMISSIONERS

### Lloyd Farnham, Chair

Lloyd Farnham has served as an attorney with the Enforcement Division of the U.S. Securities and Exchange Commission since 2003. During his time with the SEC, Mr. Farnham has investigated and litigated cases involving securities fraud, insider trading, and violations of corporate disclosure rules.

Mr. Farnham earned his undergraduate degree from Occidental College, and his law degree from the UC Berkeley School of Law. Prior to joining the staff of the SEC, Mr. Farnham clerked for a federal district judge and spent four years practicing law at a San Francisco law firm. He and his family have lived in Oakland since 2004. Mr. Farnham is a Commission appointee serving his term from 1/22/2011 – 1/21/2014.



### Aspen Baker, Vice-Chair

Aspen Baker is the founder and executive director of Exhale, an award-winning, national, nonprofit organization that has been operating out of downtown Oakland since its founding in 2000. An Oakland resident for over ten years, Ms. Baker was named a "Local Hero" by San Francisco's KQED for Women's History Month in 2009 and "Young Executive Director of the Year" by the Bay Area's Young Non-Profit Professional Network in 2005. She is a 2011 Emerge California Fellow, a former member of the Women's Health Leadership Network of the Center for American Progress, and a 2004 Fellow with the Women's Policy Institute of the Women's Foundation of California. Ms. Baker, who has been featured on T.V., radio, blogs and in print media, including *CNN Headline News*, *Fox National News*, *Ladies Home Journal*, *New York Times Magazine*, *National Public Radio*, *Oakland Local*, *Oakland Magazine*, and the *Oakland Tribune*, among many others.

Born in a trailer on the beach in Southern California, this U.C. Berkeley graduate holds a degree in Peace and Conflict Studies, is a former bartender and a one-time Alaska resident who can land a bush plane on a glacier. Ms. Baker is a Mayoral appointee for the term from 1/22/11 – 1/21/2014.



### Ben Kimberley

Ben Kimberley is an attorney at the law firm of Winston & Strawn LLP. Over the last four years, Mr. Kimberley has investigated and litigated a number of cases involving relationships of trust and confidence. He has chaired the Ethics Subcommittee and Alternative Dispute Resolution Subcommittee of the American Bar Association's Litigation Section's Commercial & Business Litigation Committee. Mr. Kimberley currently serves on the Executive Board of the Young Lawyers Association and previously served as the American Bar Association's Young Lawyers Division's Northern California District Representative, where he was responsible for coordinating with the Federal Emergency Management Agency to provide legal services to victims of disaster in northern California. Mr. Kimberley has provided pro bono legal service to senior citizens, veterans, and the wrongly incarcerated, and he has lived in the Bay Area since 2005.

Mr. Kimberley received a B.A. in Political Science and International Studies from Northwestern University and a J.D. from the University of California, Boalt School of Law. Mr. Kimberley is a Commission appointee for the term from 6/11/2012 – 1/21/2015.



## Roberta Ann Johnson

Roberta Ann Johnson was Professor of Politics at the University of San Francisco from 1985 to 2008. Specializing in American politics she also raised ethical issues particularly related to corruption, whistleblowing, and social justice, Dr. Johnson has published numerous journal articles and authored three books, *The Struggle Against Corruption: A Comparative Study*, *Puerto Rico: Commonwealth or Colony?*, and *Whistleblowing: When It Works – And Why*. Traveling extensively to lecture and present papers at international ethics conferences during her tenure, Dr. Johnson also served as a Fulbright Professor in Jakarta, Indonesia in 1992 and a Fulbright Senior Specialist in São Paulo, Brazil in 2008. Dr. Johnson's academic achievements and contributions to education have been recognized by awards from the California State Senate, the San Francisco Bay Area Federal Executive Board and the University of San Francisco.



Dr. Johnson earned her undergraduate degree from Brooklyn College and her Masters and PhD in political science from Harvard University. Dr. Johnson has climbed Mt. Kilimanjaro, has been a competitive open water Masters swimmer with the Oakland Temescal Aquatic Masters, and has competed in, and continues to win, hula hoop contests. Dr. Johnson is a Commission appointee for the term from 6/11/2012 – 1/21/2014.

## Monique Rivera

Monique Rivera is a community activist and currently manages complex projects for Kaiser Permanente. She is a former business manager for Mustang Engineers & Constructors and has extensive financial and project management experience in the construction industry. Ms. Rivera is active in the Oakland Community Action Program, Big Brothers Big Sisters, the Hispanic Employee Association, and the Hispanic Chamber of Commerce. In addition, she served as the City of Oakland Mayor's Ambassador Coordinator. Ms. Rivera also is a member of the Professional Women in Construction and Construction Management Association of America.



Ms. Rivera earned her undergraduate degree from University of California, Berkeley, in Ethnic Studies and Biology. Currently, she is completing her Masters of Business Administration at Golden Gate University. Ms. Rivera is a Mayoral appointee for the term from 1/22/2012 – 1/21/2015.

## Jenna Whitman

Jenna Whitman is a legal research attorney at the Alameda County Superior Court, where she advises judges on law and motion matters in civil litigation, serving one of the court's two complex litigation departments that handle class actions and other lawsuits requiring exceptional judicial management. Before that, Ms. Whitman represented both corporate clients and class action plaintiffs in a wide variety of complex civil disputes. She has provided pro bono representation to low-income clients, and for three years served on the board of the AIDS Legal Referral Panel, a non-profit legal services organization. While in law school, Ms. Whitman clerked in the U.S. Department of Justice, Criminal Division, Economic Crimes Unit, and participated in the U.S. Department of Defense, General Counsel's Office Summer Honors Program, where she provided analysis and counsel on issues relating to ethics and conflicts of interest.



Ms. Whitman is a bay area native who earned her undergraduate degree at Yale College (where she majored in American Studies, studied Russian, and competed for the varsity swimming squad) and her law degree at Georgetown University Law Center. Ms. Whitman is a Commission appointee for the term from 1/22/2013 – 1/21/2016.

## Eddie Tejada

Eddie Tejada is a self-described civic technologist who has devoted his career to building technologies to help civic institutions become more transparent, ethical, and efficient. Mr. Tejada recently co-founded OpenOakland, a group of developers, designers, and organizers working to bring innovative solutions to Oakland governance. Serving as a 2012 Code for America fellow in New Orleans, his focus as a fellow was on building tools that encouraged civic participation. His team most recently lead a successful collaboration with the City of New Orleans to develop and launch BlightStatus. Previously, Mr. Tejada co-founded Digress.IT, a paragraph-level commenting system used by local governments and universities around the world. He also lead the development of Regulation Room, a project lead by Cornell University in collaboration with the Department of Transportation, aimed at increasing public participation in federal rule making. Mr. Tejada worked at the Institute for the Future of the Book, a small publishing think-tank working on innovative publishing projects and developed LittleSis.org, a free database detailing the connections between powerful people and organizations.



Mr. Tejada earned his B.A. from Hampshire College with a focus on the digital divide and wrote his senior thesis on power efficient microprocessors. He is a Mayoral appointee for the term from 1/22/2013 - 1/21/2016.

## PREVIOUS COMMISSIONERS WHO SERVED IN 2012

### Richard Unger

Richard Unger has lived in the Bay Area since 1966. He has been a home owner and with his wife has raised a family in Oakland since 1978. Dr. Unger practices psychiatry with an emphasis on psychotherapy and consultation to non-medical practitioners and their patients about psychopharmacological treatment. He has worked in both public and private sectors and is a founding member of Bay Psychiatric Associates, a group practice in the East Bay providing inpatient psychiatric care. He is a member of the Board of Directors and has been the CFO of that organization for 14 years. He has been a consultant for psychiatric patient advocacy organizations.

Dr. Unger has an undergraduate degree from the University of Pennsylvania, a Master's degree in Bacteriology from the University of Wisconsin, a Ph.D. in Molecular Biology from the University of California at Berkeley, and an M.D. at the University of California, San Francisco. Dr. Unger was a Commission appointee for the term from 1/22/10 – 1/21/13 and was Chair of the Commission in 2011 and 2012.

### Amy Dunning

Amy Dunning serves as the Regional Director/Chief Administrative Judge of the Western Regional Office of the U.S. Merit Systems Protection Board. She previously served as Counsel to the Commander, U.S. Naval Forces Europe, in London, United Kingdom. As the senior Navy Office of the General Counsel attorney in Europe, she provided legal services throughout Europe as well as in Bahrain. Prior to working in London, Ms. Dunning served on the legal staff of the Deputy Assistant Secretary of the Navy, as Counsel to the Director, Human Resources Operations Center. Ms. Dunning served 8 years on active duty as a Judge Advocate with the U.S. Marine Corps, including time spent mobilized for Operation Enduring Freedom. She retired as a Colonel from the U.S. Marine Corps Reserve in January 2009.

Ms. Dunning has an undergraduate degree in Political Science from the University of Missouri, a J.D. from Southern Illinois University, and an L.L.M in Labor Law from Georgetown University. She is admitted to practice law in California, Illinois, and the District of Columbia. Ms. Dunning was a Mayoral appointee for the term 1/22/10 – 1/21/13.

## COMMISSION CHARGE

The Public Ethics Commission is a **seven-member board of Oakland residents** who volunteer their time to participate on the Commission. Three members are appointed by the Mayor and confirmed by the City Council, and four members are recruited and selected by the Commission itself. Each Commissioner may serve no more than one consecutive **three-year term**. During the tenure and for one year thereafter, no member of the Commission may do the following:

- Be employed by the City or have any direct and substantial financial interest in any work or business or official action by the City;
- Seek election to any other public office; participate in, or contribute to, an Oakland municipal campaign; or
- Endorse, support, oppose or work on behalf of any candidate or measure in an Oakland election.

The Commission was created in 1996 with the goal of ensuring "**fairness, openness, honesty and integrity**" in City government and specifically charged with overseeing compliance with the following laws and policies:

- Oakland's Campaign Reform Act (OCRA)
- Conflict of Interest Code
- City Council Code of Conduct
- Sunshine Ordinance
- Limited Public Financing Act
- Lobbyist Registration Act
- Oakland's False Endorsement in Campaign Literature Act

Some of these ordinances grant the Commission specific powers of administration and enforcement. The citizens of Oakland have also entrusted the Commission with the authority to set the salary for Oakland City Council Members and the duty to adjust the salary by the Consumer Price Index annually. The Commission administers compliance programs, educates citizens and City staff on ethics-related issues, and works with City staff to ensure policies are in place and are being followed. The Commission also is authorized to conduct investigations, audits and public hearings, issue subpoenas, and impose fines and penalties to assist with its compliance responsibilities.

The Commission meets on the first Monday of every month at 6:30 p.m. in City Hall, and meetings are open to the public and broadcast locally by KTOP, Oakland's cable television station.

**PUBLIC ETHICS COMMISSION RESPONSIBILITIES**

Oakland Municipal Code section 2.24.020 enumerates the following functions and duties of the Public Ethics Commission:

- A. Oversee compliance with the city Campaign Reform Ordinance.
- B. Oversee compliance with the city Code of Ethics.
- C. Oversee compliance with conflict of interest regulations as they pertain to city elected officials, officers, employees, and members of boards and commissions.
- D. Oversee the registration of lobbyists in the city should the City Council adopt legislation requiring the registration of lobbyists.
- E. Oversee compliance with any ordinance intended to supplement the Brown Act or Public Records Act.
- F. Review all policies and programs which relate to elections and campaigns in Oakland, and report to the City Council regarding the impact of such policies and programs on city elections and campaigns.
- G. Make recommendations to the City Council regarding amendments to the city Code of Ethics, Campaign Reform Ordinance, Conflict of Interest Code, any ordinance intended to supplement the Brown Act or Public Records Act, and lobbyist registration requirements should the City Council adopt lobbyist registration legislation, and submit a formal report to the City Council every two years concerning the effectiveness of all local regulations and local ordinances related to campaign financing, conflict of interest, lobbying, the Brown Act, the Public Records Act, and public ethics.
- H. Set compensation for the office of City Councilmember which shall be reviewed by the Commission and adjusted as appropriate, in odd-numbered years. In 1997, the Commission shall first establish a base salary for the Office of Councilmember at a level which shall be the same or greater than that which is currently received. Thereafter, the Commission shall fix City Councilmember compensation at a level not to exceed ten percent above the base salary as adjusted.
- I. Each year, and within the time period for submission of such information for the timely completion of the city's annual budget, provide the City Council with an assessment of the Commission's staffing and budgetary needs.
- J. Make recommendations to the City Council regarding the imposition of fees to administer and enforce local ordinances and local regulations related to campaign financing, conflict of interest, registration of lobbyists, supplementation of the Brown Act and Public Records Act and public ethics.
- K. Make recommendations to the City Council regarding the adoption of additional penalty provisions for violation of local ordinances and local regulations related to campaign financing, conflict of interest, registration of lobbyists, and public ethics.
- L. Issue oral advice and formal written opinions, in consultation with the City Attorney when necessary, with respect to a person's duties pursuant to applicable campaign financing, conflict of interest, lobbying, and public ethics laws.
- M. Prescribe forms for reports, statements, notices, and other documents related to campaign financing, conflict of interest, lobbying, and public ethics.
- N. Develop campaign financing, conflict of interest, lobbying, Brown Act, Public Records Act and public ethics informational and training programs, including but not limited to:
  1. Seminars, when appropriate, to familiarize newly elected and appointed officers and employees, candidates for elective office and their campaign treasurers, lobbyists, and government officials, with city, state and federal laws related to campaign financing, conflicts of interest, the Public Records Act, the Brown Act, lobbying, and public ethics.
  2. Preparation and distribution of manuals to include summaries of ethics laws and reporting requirements applicable to city officers, members of boards and commissions, and city employees, methods of bookkeeping and records retention, instructions for completing required forms, questions and answers regarding common problems and situations, and information regarding sources of assistance in resolving questions. The manual shall be updated when necessary to reflect changes in applicable city, state and federal laws related to campaign financing, conflicts of interest, lobbying, and public ethics.
- O. Perform such other functions and duties as may be prescribed by the Oakland Code of Ethics, conflict of interest regulations, ordinances as they may be adopted to supplement the Brown Act and the Public Records Act or to require the registration of lobbyists in the city and Campaign Reform Ordinance.

## **Public Ethics Commission**

*At a Glance*

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### **Commission Meetings**

The Commission meets regularly on the first Monday of every month at 6:30 p.m. and may hold additional meetings as necessary throughout the year. Meetings generally are held in Hearing Room 1 of City Hall.

### **Commission Office**

1 Frank H. Ogawa Plaza (City Hall), 11th Floor  
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### **Current Commissioners**

Lloyd Farnham (Chair)  
Aspen Baker (Vice-Chair)  
Roberta Johnson  
Benjamin Kimberley  
Monique Rivera  
Jenna Whitman  
Eddie Tejada

### **Commission Staff**

Whitney Barazoto, Executive Director  
Lauren Angius, Program Analyst (P/T)

### **Subscribe for Information**

To receive meeting notices and other Commission announcements, please email the Commission at [ethicscommission@oaklandnet.com](mailto:ethicscommission@oaklandnet.com) or subscribe on the Commission's Web page at [www.oaklandnet.com/pec](http://www.oaklandnet.com/pec).