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LEEANN PELHAM
EXECUTIVE DIRECTOR

Date: November 8, 2019

To: Members of the Ethics Commission

From: Pat Ford, Senior Policy and Legislative Affairs Counsel

Re: **AGENDA ITEM 6 – Discussion of Monthly Staff Policy Report**

Summary: This memorandum provides updates on ongoing policy projects, pending local legislation, and other operational projects involving the Policy Division to assist the Commission, the public, and Staff in engaging with the Commission's policy work.

Action Requested: That the Commission review the updates provided in this report.

Section I of this memorandum provides status reports about ongoing policy projects that the Commission has identified as policy priorities as part of its Policy Prioritization Plan. Section II provides information about ongoing operations and projects that, while not a part of the Commission's Policy Prioritization Plan, regularly require ongoing attention and resources of the Policy Division.

I. Policy Prioritization Plan – Status of Ongoing Initiatives

This section describes the status of the Commission's current policy priorities.

A. Electronic Filing of the Form 700

All elected officials, board and commission members, department heads, and designated employees of the City must file the Form 700 Statement of Economic Interests to publicly disclose their personal financial interests. Under current regulations, elected officials, board and commission members, and department heads must file the form electronically through the Commission's NetFile system, allowing the disclosed information to be easily searched by the public. However, designated employees file the Form 700 in paper form with their departments.

On October 20th, the Department of Human Resources sent a notice to employee bargaining units notifying them of the potential change and inviting them to meet and discuss the new requirements with Staff on November 12th. Policy will update the Commission on the outcome of this meeting.

B. Review of the City's Public Financing Program

As part of the second phase of the Commission's review of the City's public campaign financing program, the Commission approved an ordinance to increase the amount of funds available to participants, increase the matching rate, and increase the initial spending limits, among other changes. The ordinance will become operative on January 1, 2020. Policy has been meeting with other divisions that will carry out the implementation of this ordinance, which will include updating the Commission's website and guidance materials, updating the Audit Division's procedures for handling matching requests, and updating the various forms used by candidates. Staff anticipates completing this work in time for the ordinance's operative date.

Additionally, Policy will draft a narrow set of regulation amendments to bring existing regulations in line with the new provisions of the code. Policy anticipates bringing these regulations before the Commission at its December meeting.

II. Miscellaneous Policy Administrative Projects

This Section describes some of the ongoing work by the Policy division that does not fall within the policy projects identified under the Policy Prioritization Plan. This work includes: advice to Staff and the regulated community regarding the laws administered by the Commission; legislative affairs; media relations; and general program support for various office functions. Some of the larger ongoing initiatives are described below.

A. Proposition F

A measure appeared on the November 2019 ballot that contains new campaign finance rules and disclosure requirements. As of writing, it appears that the measure, Proposition F, was passed by the voters and will become operative within ten days of the Board of Supervisors finalizing the election results. Beginning in October, Policy has been engaging with other divisions to plan for all implementation efforts that must occur as a result of this measure's passage. Policy will draft a narrow set of regulation amendments to implement the new provisions of the code. Policy anticipates bringing these regulations before the Commission at its December meeting.

B. Departmental Training

Following the Executive Director's recent presentation to all City department heads regarding the new rules and requirements created by the Anti-Corruption and Accountability Ordinance, multiple department heads have requested on-site training for their employees to help them understand and comply with ethics laws. Policy has developed a departmental training presentation that provides an overview of state and local ethics laws that apply to City employees, officers, and departments. The first training occurred on October 16th at the office of the Contract Monitoring Division. The second training was scheduled for November 7th at the Office of Economic and Workforce Development but was postponed by that department because of unexpected scheduling conflicts. Policy will arrange another date for this training to take place.