



**Minutes for the Meeting of
Thursday, June 12, 2025**

Item 1: Call to Order.

The Commission Chair called the meeting to order at 5:02 p.m.

Item 2: Roll Call.

Present – Commission Chair Paul Cooper, and Commissioners Hon. Laura W. Halgren, James Hauser, Tom Lincoln, Caridad Sanchez, and Deval Zaveri

Absent – Vice Chair Jimmie Slack

Staff – Executive Director Bryn Kirvin, General Counsel Christina Cameron, Investigative Program Manager Kristina Gagné, Legislative Program Manager Megan Curran, and Administration & Training Compliance Program Manager Victoria Velasquez

Item 3: Approval of Commission Minutes of May 8, 2025.

Motion:	Approve Minutes
Moved/Seconded:	Lincoln/Halgren
Vote:	4-0
Absent:	Slack
Abstained:	Hauser/Zaveri

Item 4: Non-Agenda Public Comment.

None.

Item 5: Commissioner Comment.

None.

Item 6: Executive Director Comment.

Executive Director Kirvin discussed the process staff and counsel use to identify policy issues for the Commissioners to consider. She met with Council President LaCava to discuss the municipal code amendments. Council President LaCava provided suggestions about how to introduce the amendments to the Rules Committee early next year. Staff had an initial meeting with Sr. DCA David Karlin to discuss the municipal code amendments and process. Mr. Karlin will work on the amendments once they are provided to him. Ms. Kirvin shared that staff updated the online ethics training and created a training survey. Staff is exploring the idea of implementing a cloud-based case management system. This is a long-term project that will require additional funding. Staff is working on a social media strategy and developing content to provide education to the public and the regulated community.

Item 7: Discussion of Municipal Code Amendments and Possible Action (June Sub-Sections).

Ms. Curran presented a staff memo identifying issues for the Commissioners to consider in a group of sub-sections ("June sub-sections"). Commissioners discussed the issues and provided input as follows:

a) Section 26.0414(c) Audit Procedures Subject to City Council Approval

Section 26. 0414(c) currently reads: "The Commission shall have the following responsibilities and duties: . . . (c) To perform ongoing review of the Commission's procedures for conducting audits, to propose changes in those procedures as necessary, and to conduct audits of campaign and lobbying disclosure forms. *Any change to the Commission's audit procedures shall be subject to City Council approval.* The Office of the City Clerk shall continue to be the central filing office for all campaign, lobbying, and statement of economic interest disclosure forms, which must be filed with the City and shall continue to perform the duties required of the Clerk under SDMC section 27.2985." Commissioners directed staff to replace "City Council" with "Commission," which is in line with the spirit of the new Charter section 41.3 and its intent to further the independence of the Commission.

b) Section 26.0414(d) –Removal of Language Regarding Safeguards within 90 Days of an Election

Section 26.0414(d) currently limits the protection of candidates for elective office from frivolous complaints to 90 days before an election. This provision was intended to protect candidates from bad-faith complaints on the eve of an election. Deleting the language about "90 days" reinforces that the

Commission will safeguard candidates from frivolous complaints regardless of timing. Commissioners directed staff to remove “90 days.”

c) Section 26.0421(a) –Repetitive and Unmeritorious Complaints

Section 26.0421(a) proposes a new provision to limit repetitive and unmeritorious formal complaints. There is currently no limit on filing frivolous complaints with the Ethics Commission. Staff proposed language used by Oakland’s Public Ethics Commission. Commissioners agreed to base language on Oakland’s and to limit repetitive and unmeritorious complaints to six per person per year.

d) Section 26.0421(c) –Ability of Commission to File Complaints

Section 26.0421(c) currently reads: “Complaints may be filed with the Commission in accordance with the following provisions: . . . (c) The Commission, individual Commissioners, the Executive Director, and the staff of the Commission, may submit a complaint for a Preliminary Review on their own initiative.” Commissioners directed staff to remove subsection (c) entirely because any person may file a complaint, which includes the groups in subsection (c).

e) Section 26.0422 (a)(1)

Section 26.0422 (a)(1) requires staff to issue a letter to the complainant acknowledging receipt of the complaint. The code provides the language that the letter should follow. Commissioners agreed with staff and counsel that this language can be removed from the code, and the letter’s content is more appropriate for a policy manual.

Item 8: Discussion of Municipal Code Amendments and Possible Action (May Sections Redline).

Ms. Curran provided an overview of the partial redline ordinance that incorporates May’s input regarding sections 26.0406 (b), 26.0407-0408, and 26.0411 (unchanged).

Item 9: Informational Item: Enforcement Program Update.

Investigative Program Manager Kristina Gagné presented the monthly Enforcement Program Report.

Item 10: Announcement of Closed Session Items / Adjourn to Closed Session.

Commission Chair Cooper adjourned the meeting to closed session at

6:31 p.m. He stated the Commission would reconvene into open session following the conclusion of closed session to report any action taken during the closed session portion of the meeting.

Reconvene to Open Session.

Commission Chair Cooper called the meeting back into open session at approximately 6:34 p.m.

Reporting Results of Closed Session Meeting of June 12, 2025.

Ms. Cameron reported the results of the closed session meeting of June 12, 2025:

Item 1: Conference with Legal Counsel - Existing Litigation.

Case No. 2024-19 - Content of Campaign Statements, Lawful Use of Campaign Funds, Failure to Disclose Accrued Expenses

Motion:	Dismiss
Moved/Seconded:	Lincoln/Hauser
Vote:	Carried Unanimously
Absent:	Slack
Recused:	Cooper

Case No. 2024-30 - Campaign Ads

Motion:	Dismiss
Moved/Seconded:	Lincoln/Hauser
Vote:	Carried Unanimously
Absent:	Slack
Recused:	Cooper

The meeting concluded at 6:35 p.m.

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Paul Cooper, Chair
Ethics Commission

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Victoria Velasquez, Program Manager
Ethics Commission

THIS INFORMATION WILL BE MADE AVAILABLE IN ALTERNATIVE FORMATS UPON REQUEST.

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