



FAIR POLITICAL PRACTICES COMMISSION
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MEMORANDUM

To: Vice Chair Eskovitz, Commissioners Casher, Wasserman, and Wynne
From: Lynda Cassady, Chief of Technical Assistance Division
Subject: Report of Division Activities

Advice Requests

The agency has completed a conversion of its telephone service. This conversion was a statewide program affecting all state agencies. Dixie Howard, Trish Mayer and IT staff spent over 200 hours during the last two months to ensure a successful effort. The new system has some additional convenience and message features and provides for additional statistical reporting; however, we remain committed to allowing callers almost immediate access to a consultant, and not to be routed to a complicated telephone tree.

Email advice requests: January – December: 5,408

Telephone advice requests: January – December: 10,271

Staff Updates

We welcome new Political Reform Consultants Courtney Miller and Deborah Hanephin who started work for the Division during the first week in December. They both have experience in the political arena and bring strong writing and presentation skills to their positions. Ivy Branaman was promoted to a Political Reform Consultant II position, so she will be working on advanced projects and presentations. Rene Robertson was promoted to an Associate Governmental Analyst Position, and she will be assisting with oversight responsibilities over the reception area and Form 700 electronic filing approvals.

Form 700- Statement of Economic Interests

The SEI Unit had another busy year in acting as the filing officer for Form 700s which are maintained in the FPPC's offices. 2013 statistics are as follows:

- 25,000 – Approximate number of original statements FPPC received
- \$11,700 – Amount of late fines collected by FPPC
- 99 – Number of FTB referrals. Individuals that do not pay the \$100 fine may have the amount reduced from a tax refund.
- 200 – Number of Enforcement Referrals
- 2,300 – Number of public requests for original statements
- 12,700 – Number of pages copied or scanned for requests

Form 700-Approvals of Electronic Filing Systems

Staff has approved over 40 programs in 2013. Currently eight agency proposals are under review.

Educational Presentations

Division Chief Lynda Cassidy made a presentation at the City Clerk's annual new law seminar held in San Diego in December 2013. Over 300 attended the session which covered FPPC reporting issues. Lynda and Dixie Howard, Assistant Division Chief, made presentations at the December meeting of the Political Treasurer's Association, and Trish Mayer, SEI Unit Manager, made a presentation for the California County Clerks and Election Officials annual conference in Sacramento.

Informational Material

Consultant Tara Stock prepared the amendments to the Political Reform Act and accompanying appendices. She also updated three fact sheets: Frequently Asked Questions: Form 700 Disclosure; Frequently Asked Questions: Campaign Activity; and Recent Campaign Changes to the Political Reform Act.

Webinar Training

Rolling out the webinar program proved to be very successful in 2013, and we had high attendance levels and positive feedback. Frequent comments were that individuals were able to take our training for the first time because the webinars were held during convenient times, and individuals and agencies did not have to incur travel expenses. In 2013, 21 webinars were presented to various audiences such as political party treasurers, local PAC treasurers, candidates and treasurers, and campaign filing officers. More webinars are planned for 2014 and staff has also received several requests for seminars in Southern and Northern California.

Filing Officer Outreaches

In November and December, Ivy Branaman gave webinar training presentations to officials in Amador County on campaign and Form 700 filing officer duties. Cynthia Fisher provided training to the California Correctional Health Care Services staff on administering Form 700s. A total of 33 outreaches were conducted during 2013 which are well received because they provide customized training to state and local officials on performing necessary duties.

Conflict-of-Interest Codes

In 2013 approximately 60 conflict of interest codes were reviewed and approved. The FPPC is the code reviewing body for over 200 state agencies and 600 multi-county agencies.

Since my last report the following list identifies the approved amendments and adoptions to conflict-of-interest codes:

State Agencies:

CA Children and Families Commission
CA Earthquake Authority
CA Energy Commission
CalSTRS
Department of General Services
State Library

Multi-County Agencies:

CA Mental Health Services Authority
Bridge, Highway, and Transportation District
Marin Energy Authority
Central California Alliance for Health
Golden Gate
Merced Community College District
Peninsula Corridor Joint Powers Board
School Insurance Group Northern Alliance
Schools Insurance Program for Employees I
Southern California Regional Liability Excess Fund, JPA
Turlock Unified School District