

Notice
Fair Political Practices Commission
Public Outreach and Technology Committee Meeting¹
June 5, 2020 1:00 p.m.

The Public Outreach and Technology Committee was called to order at 1:00 p.m.

- 1. Public Comment for items not on the agenda.**
- 2. Overview of public outreach and technology programs currently provided by the FPPC.**

Loressa Hon, Administration Chief, shared the public outreach and technology programs that are currently on the website, including the types of video tutorials that are available. Commissioner Wilson asked if there are other tutorials that identify specific issues the public has identified as important. Ms. Hon stated that the public can email or call in the advice line to make a request and videos will be determined by the volume of requests. Commissioner Wilson suggested soliciting topics to create more video tutorials. Ms. Hon stated she will discuss with the Education Unit to see what types of surveys could be sent out for the next meeting. Chair Miadich asked whether training materials and workshops could be developed for constituents and first-time candidates to aid with the rules in comparison to the tutorials for officials already in office. Dave Bainbridge, General Counsel, mentioned that the website has a candidate toolkit that provides first time candidate resources.

Chair Miadich asked the website traffic data has been looked at and the possibility of using that data to cater the tutorials to what is most searched. Larry Crabtree, Chief Information Officer, stated data can be accessed through an application and can be run on request. Ms. Hon stated that they can run a report for the next meeting and could do a three-month period report to present the information next month. Chair Miadich also suggested to look back into the 2018 and 2016

calendar years to see trends and usage during an election. Ms. Hon added that she could compile those reports for the next meeting.

3. Document security on the FPPC website.

Larry Crabtree, Chief Information Officer, presented the types of documents that are currently stored on the FPPC and described the workload required to convert existing word documents to PDF, as well as, converting the PDF documents to a more secure form.

Loressa Hon, Administration Chief, stated that Adobe licenses for staff would need to be purchased to perform these tasks. Chair Miadich stated that if 30 employees would be tasked to secure the documents it would be around \$6000. Commissioner Wilson stated that the decision should not be made today considering staff time but that he thinks documents should be converted to the secure version moving forward as to not create a larger backlog. Chair Miadich asked whether less staff would need the updated Adobe license if the Commission prioritized Enforcement documents first and then over time, add other documents into the process. Ms. Hon stated that she will come back next meeting to see how many Enforcement staff will be need the updated Adobe licensing to start this project.

4. Update on Enforcement Transparency Portal.

Daniel Hansen, IT specialist, gave an update on the transparency portal. Mr. Hansen presented the updated transparency portal case advanced search function and capabilities. Chair Miadich stated that it would be helpful to suggest this at the Commission meeting in July to see if there's consensus in adding advanced search capabilities to the portal.

MOTION: Motion to adjourn. Moved by Commissioner Wilson, seconded by Chair Miadich. Motion approved 2-0.

The meeting adjourned at 2:09 p.m.
