



## *Campaign Finance and Ethics Commission*

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### Memorandum

July 26, 2018

To: Chairman Andrew Do, First District Supervisor  
Members, Board of Supervisors

From: Denah Hoard, Executive Director

Subject: Campaign Finance and Ethics Commission Second Quarter Report

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Pursuant to O.C.C.O. section 1-2-359, the following document was prepared and submitted to the Campaign Finance and Ethics Commission (OCEthics) at the July 23, 2018 Commission meeting.

Quarterly Report (2<sup>nd</sup> Quarter): April – June 2018

The above document is submitted to the Board of Supervisors after review and approval by OCEthics as required under O.C.C.O. section 1-2-360.

If you have any questions or would like additional information, please do not hesitate to contact me.

Attachment:

Quarterly Report (2<sup>nd</sup> Quarter): April – June 2018

cc: Frank Kim, County Executive Officer  
Leon Page, County Counsel  
Chiefs of Staff

# Quarterly Report

## April - June 2018

Office of Campaign Finance and Ethics Commission



# April—June 2018

Project	Status
Ethics (AB 1234) Training	<p><b>ON GOING</b> — The required second notice was sent in June to 148 individuals who have not yet completed their training. The final reminder will be sent out in October. We receive requests for assistance approximately 7-10 times per week related to this program. The Office is tracking the time spent on this function to make a SB90 claim to the State for reimbursement at the end of the fiscal year.</p>
Newly Elected and Appointed Official and Staff training program	<p><b>ON HOLD</b> — Training materials were approved by Commission and transmitted to the Board of Supervisors. Live presentations will begin for newly elected County officials and their staff after they take office after January 2019.</p>
Campaign Disclosure Review	<p><b>ON GOING</b> — Final 2017 filing audit and two pre election filing audits have been completed. Post-election audit to be conducted in July.</p>
Education Outreach	<p><b>ON GOING</b>—OCEthics provided training to the OC Veteran’s Advisory Committee and DPA training for OC Procurement. A presentation to a chapter of the League of Women Voters is set for July.</p>

# April—June 2018

Project	Status
<p>Lobbyist Portal</p> <p><a href="http://oclobbyist.egovoc.com/#/">http://oclobbyist.egovoc.com/#/</a></p>	<p><b>IN PROGRESS</b>—Portal has been re-designed. It was determined that a “fresh start” was more efficient from a cost benefit standpoint. A user friendly portal should be rolled out by August 2018. In the interim significant progress has been made to update lobbyist information and inform lobbyists of the registration requirements.</p>
<p>Campaign Contribution Database</p>	<p><b>Completed as investigatory tool</b>—Orange County Information Technology (OCIT) has provided a working database for investigations. Access for public possible via requests to OCEthics. Next step is determining if public can have access without OCEthics assistance due to sensitivity of information and need to redact information in database.</p>
<p>Complaint Program</p>	<p><b>ON GOING</b>— A total of 12 complaints have been received thus far in 2018. Two complaints remained opened as of June. For further information please see attachment A.</p>

# April—June 2018

Project	Status
Records Retention Schedule	<p><b>COMPLETED</b>— Schedule for destruction of department specific records not covered by Countywide policy completed and is being submitted to Board of Supervisors for approval. No destruction will occur until Board authorizes and/or is pursuant to Policy.</p>
Finance and Budget	<p><b>ON GOING</b>—The 2017-2018 OCEthics budget was \$451,656. Salary and benefits made up \$369,852 of the budget while services and supplies were \$81,804. The 2018-2019 Budget of \$451,656 was approved by the Board in June. No additional money was requested from the Board of Supervisors. A report will be provided to the Board in November as to OCEthics activity to determine if additional staff or resources are needed.</p>
Advice Tracking System	<p><b>IN PROGRESS</b> - A more formal tracking system needs to be developed so that telephone responses can be calculated.</p>

## ATTACHMENT A

### Summary of 2018 Complaints received through June 2018:

18-01: Complaint related to Press Release from an elected county official. No violation found. Matter closed on March 14, 2018.

18-02: Complaint related to alleged violation of rules and bylaws of the Orange County Treasury Oversight Committee. No jurisdiction. Matter closed on March 19, 2018.

18-03: Seven complaints from same individual dated January through March 2018. Complaints all related to Toll Road concerns. In 2017, Office had informed same individual that Commission did not have jurisdiction over the Toll Road issues being raised. No action taken.

18-04: Complaint alleging use of County employees for personal matters by elected official. Found not to be within jurisdiction of Office and referred matter to Fraud Hotline. Matter closed on April 19, 2018.

18-05: Complaint alleging civil right violations concerning County's resolution related to SB 54 – California Values Act. No jurisdiction. Matter closed on April 19, 2018.

18-06: Complaint of excess contribution related to \$5000 loan to candidate. Notice of Violation and Offer of Remedial Measure sent. Remedial measure completed and loan brought into compliance with \$2000 limit. No Letter of Resolution sent as violation deemed mistake/accidental per Orange County Codified Ordinance section 1-2-362 (c) (3). Matter closed on May 7, 2018.

18-07: Complaint related to Irvine elected official. Found not to be within jurisdiction of Office and closed on May 8, 2018.

18-08: Complaint about fraud and discrimination against mentally ill by Court system. No jurisdiction. Matter closed on May 22, 2018.

18-09: Complaint related to Irvine ballot measure. Found not to be within jurisdiction of Office and closed on May 8, 2018.

18-10: Complaint about former County employee. Found not to be within jurisdiction of Office and closed on May 24, 2018.

18-11: Investigation on-going and considered confidential per OCCO section 1-2-362(b)(2)

18-12: Complaint about misleading employer identification of contributor on candidate's campaign disclosure. Notice of Violation and Offer of Remedial Measure sent. Remedial measure completed and all disclosures now accurate. Letters of resolutions sent in June (accused party) and July 2018 (complaining party) and copied to Commission. (CLOSED IN JULY)