

**SUBJECT: RECONVENING THE ETHICS REFORM TASK FORCE**

**INITIATED BY: ADMINISTRATIVE SERVICES DEPARTMENT**

Yvonne Quarker, City Clerk  
Melissa Crowder, Assistant City Clerk

**CITY ATTORNEY'S OFFICE**

Mike Jenkins, City Attorney

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**STATEMENT ON THE SUBJECT:**

The City Council will consider reconvening the Ethics Reform Task Force (Task Force) to review any necessary ethics reform as it applies to elected officials, appointed officials, City Hall staff, and those who do business with the City, including lobbyists and consultants.

**RECOMMENDATIONS:**

- 1) Authorize the City Manager to reconvene the Ethics Reform Task Force comprised of the following subject matter experts: Max Kanin, an attorney who specializes in election law, campaign finance law, and governmental ethics law; Joseph Guardarrama from Kaufman Legal Group, who is an expert on governmental ethics and previously served as a West Hollywood Commissioner; and Elizabeth Ralston, former President of the League of Women Voters of Los Angeles. The Ethics Reform Task Force will be staffed by an attorney from the City Attorney's office and Melissa Crowder from the City Clerk's office, who will advise the Task Force but will not be voting members.
- 2) The Ethics Reform Task Force will conduct at least one, but no more than three meetings.
- 3) Direct the Ethics Task Force to provide a report to the City Council by July 2018 outlining the recommendations.

**BACKGROUND / ANALYSIS:**

Since the formation of the original Ethics Reform Task Force in June 2015, the City Council has adopted various ethics reform items based on the Task Force's recommendations. They include:

- Codifying the City's Gift Policy as an Ordinance (*Ordinance #16-981*) Require Disclosure of Behested Payments over \$1,000 (*Ordinance #16-993*)
- Electronic filing systems for campaign finance reports (*Approved on 8/15/16 and implemented*)
- Primarily Formed Committee Disclosure of Top Donors (*Ordinance #16-981*)

- Voter Education and Participation (*Ordinance #16-986 consolidates elections with the County by 2020.*)

The key issue areas to be addressed by the reconvened Task Force are grouped into the following parts:

1. **Governmental Ethics:** Includes topics of disclosures, contracts, and recusals.
2. **Lobbyists:** Includes the topics of reporting and best practices.
3. **Enforcement:** The Task Force will make recommendations on how the proposed reforms shall be enforced in an on-going manner.

The Task Force will have the liberty to develop additional areas of discussion as needed to meet their goals of preparing a strong and comprehensive report to the City Council.

### **CONFORMANCE WITH VISION 2020 AND THE GOALS OF THE WEST HOLLYWOOD GENERAL PLAN:**

This item is consistent with the Primary Strategic Goal(s) (PSG) and/or Ongoing Strategic Program(s) (OSP) of:

- OSP-2: Institutional Integrity.

In addition, this item is compliant with the following goal(s) of the West Hollywood General Plan:

- G-2: Maintain transparency and integrity in West Hollywood's decision-making process.

### **EVALUATION PROCESSES:**

N/A

### **ENVIRONMENTAL SUSTAINABILITY AND HEALTH:**

N/A

### **COMMUNITY ENGAGEMENT:**

The Ethics Reform Task Force will conduct public meetings to encourage constituent participation. The City's website has a page dedicated to the Task Force: <http://www.weho.org/city-hall/boards-commissions/committees-and-task-forces/ethics-reform-task-force>. Staff will work with Communications to ensure that information about Task Force meetings is posted on social media.

**OFFICE OF PRIMARY RESPONSIBILITY:**

ADMINISTRATIVE SERVICES DEPARTMENT / CITY CLERK DIVISION

**FISCAL IMPACT:**

None at this time. Anticipated expenditures related to the Task Force can be accommodated within the City Clerk's approved FY17-18 budget.

**ATTACHMENT:**

None.