

**CITY OF OAKLAND**  
**Public Ethics Commission**

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**TO:** Public Ethics Commission  
**FROM:** Daniel Purnell  
**DATE:** April 4, 2005

**RE: A Report And Action To Be Taken Regarding Mandatory Sunshine Training In The City And County Of San Francisco**

At the Commission's March 7, 2005, meeting, it directed staff to report back on the City of San Francisco's mandatory Sunshine Ordinance training program.

Section 67.33 of the San Francisco Sunshine Ordinance states:

"All City department heads and all City management employees and all employees or officials who are required to sign an affidavit of financial interest [i.e., a Statement of Economic Interest, FPPC Form 700] with the Ethics Commission shall sign an annual affidavit or declaration stating under penalty of perjury that they have read the Sunshine Ordinance and have attended or will attend when next offered, a training session on the Sunshine Ordinance, to be held at least once annually. The affidavit or declarations shall be maintained by the Ethics Commission and shall be available as a public record. Annual training shall be provided by the San Francisco City Attorney's Office with the assistance of the Sunshine Ordinance Task Force." (Added by Proposition G; 11/2/99)

Commission staff contacted Deputy City Attorney Amy Ackerman who administers the City Attorney's training program. She confirmed that the City Attorney's office recently held its annual "Sunshine And Ethics Training Workshop" for city employees. She said that the City Attorney's Office typically conducts approximately three training seminars each year. Because of the large number of city employees required to take the training, each seminar is attended by hundreds of employees. Last year, however, the City Attorney's Office instituted a new program that permits city employees to take Sunshine and ethics training over the internet. The San Francisco City

Attorney's Office has produced a one-hour video of which approximately 16 minutes is devoted to Sunshine Ordinance training and the balance to various rules of conduct. This online video training can be accessed through the City Attorney's webpage at [www.sfgov.org](http://www.sfgov.org).

The Commission's Sunshine Committee is currently in the process of reviewing the Oakland Sunshine Ordinance. While the Commission may ultimately decide whether to recommend some form of City-wide training on the Sunshine Ordinance, the Commission may also wish to direct staff to begin researching and developing a proposal for an online training program similar to San Francisco's for subsequent Commission review.

Respectfully submitted,

Daniel D. Purnell  
Executive Director