



**Minutes for the Meeting of
Thursday, February 13, 2025**

Item 1: Call to Order.

The Commission Chair called the meeting to order at 5:00 p.m.

Item 2: Roll Call.

Present – Commission Chair Paul Cooper, Vice Chair Jimmie Slack, and Commissioners Hon. Laura W. Halgren, James Hauser, Tom Lincoln, and Deval Zaveri

Absent – Commissioner Caridad Sanchez

Staff – Executive Director Sharon Spivak, General Counsel Christina Cameron, Audit Program Manager Rosalba Gomez, Investigative Program Manager Kristina Gagné, Education Program Manager Ryan O'Connor, Program Manager of Administration and Training Victoria Velasquez, and Incoming Executive Director Bryn Kirvin

Item 3: Approval of Commission Minutes of January 9, 2025

Motion:	Approve Minutes
Moved/Seconded:	Halgren/Lincoln
Vote:	Carried Unanimously
Absent:	Sanchez

Item 4: Non-Agenda Public Comment

None.

Item 5: Commissioner Comment

None.

Item 6: Executive Director Comment

The Executive Director provided the following report:

Statement of Economic Interests: Ms. Spivak reminded the Commissioners to file their annual Form 700 Statement of Economic Interests with the City Clerk by April 1.

Budget update: Ms. Spivak discussed the Executive Budget Review meeting that she attended with City management. In that meeting, the Executive Director discussed the impact of new Charter section 41.3 and its mandate for “sufficient” funding of Commission programs. She noted that the Commission’s programs are mandated by the Charter and Municipal Code. She explained that the Commission’s staffing is extremely lean, with only one program manager per core service. Ms. Spivak also discussed her proposal to increase lobbyist registration fees to recover costs related to the Investigative Program Manager’s work assisting lobbyists in the registration process and analyzing disclosure statements for needed amendments.

Training update: Ms. Spivak thanked Ryan O’Connor, Megan Curran, and Victoria Velasquez for assisting her to provide two-hour Ethics Ordinance training courses to Council offices and the Mayor’s office. She provided a brief overview of the recent trainings conducted by staff.

Legislative update: Ms. Spivak informed the Commission that the Secretary of State chaptered new Charter section 41.3 on December 26, 2024, which is deemed the date it took effect. She noted that the Municipal Code amendments increasing the Commission’s maximum fines took effect in mid-December 2024.

Upcoming Elections: Ms. Spivak discussed the fact that the fundraising window has opened for Council District races that will be on the ballot in 2026. She also noted there could be a special election in 2025 for Council District 8 if Councilmember Vivian Moreno wins a special election for a San Diego County Supervisor’s seat.

Campaign Contributions: Ms. Spivak noted that Commission staff has completed work to index and adjust campaign contribution limits for the 2026 municipal elections. The new limits are on the City Clerk’s website.

Commission staff: Ms. Spivak noted that the Incoming Executive Director, Bryn Kirvin, is halfway through her “overlap” training period. Thus far, Ms. Kirvin has been shadowing staff, learning about Commission programs, and attended five ethics law trainings presented by the Executive Director, Education Program Manager and Legislative Program Manager.

Item 7: General Counsel Comment

None.

Item 8: Presentation of Final Audit Report Regarding the *Tommy Hough for San Diego City Council 2022 Committee*

Motion: Accept Audit Report
Moved/Seconded: Lincoln/Slack
Vote: Carried Unanimously
Absent: Sanchez

Item 9: Presentation of Final Audit Report Regarding the *Antonio Martinez for City Council 2022 Committee*

Motion: Accept Audit Report
Moved/Seconded: Hauser/Slack
Vote: Carried Unanimously
Absent: Sanchez

Item 10: Informational Item – Training for Ethics Commissioners

- (a) Erin Houston, Equal Employment Investigations Manager with the City’s Equal Employment Investigations Office (EEIO), provided a PowerPoint presentation and overview of the City’s Equal Employment Opportunity Policy and how it applies to the Commissioners.
- (b) The Executive Director discussed the process of electing the Commission Chair and Vice Chair annually, as well as the duties of the Chair. The Commission requested that an item be placed on the March 13, 2025 agenda to consider how Commissioners would like to handle the process for the coming year.
- (c) General Counsel Christina Cameron provided an overview of the “State Bar of California’s Rule 1.13 Organization as Client,” detailing the purpose and procedures of the Commission’s outside counsel.
- (d) The Executive Director provided a brief reminder of the Commission’s role related to each of the Commission’s programs: audits, legislation, education, training, compliance, and administration.

Item 11: Informational Item – Presentation of the Ethics Commission’s 2024 Annual Report.

The Executive Director presented the 2024 Annual Report, which highlights the work and accomplishments of the Commission’s six-person staff. She

recognized each Program Manager and the Commission's counsel, Christina Cameron, for their diligent, dedicated, and hard work in the past year. Commissioners thanked and recognized the staff for their efforts. The report is available on the Ethics Commission's [website](#).

Item 12: Informational Item: Enforcement Program Update

Investigative Program Manager Kristina Gagné presented the monthly Enforcement Program Report.

Item 13: Adjournment.

The meeting concluded at 6:42 p.m.

[REDACTED]

Paul Cooper, Chair
Ethics Commission

[REDACTED]

Victoria Velasquez, Program Manager
Ethics Commission

THIS INFORMATION WILL BE MADE AVAILABLE IN ALTERNATIVE FORMATS UPON REQUEST.

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