



BOARD OF EQUALIZATION

**CUSTOMER SERVICE & ADMINISTRATIVE EFFICIENCY
COMMITTEE MEETING MINUTES**HONORABLE GEORGE RUNNER, COMMITTEE CHAIR
5901 GREEN VALLEY CIRCLE, CULVER CITY – ROOM 207NOVEMBER 17, 2015, 9:30 AM

ACTION ITEMS & STATUS REPORT ITEMS**Agenda Item No: 1****Title:** Pre-Election Mail Policy**Issue/Topic:**

Presentation and discussion of a proposed policy regarding mail sent by Board Members during pre-election periods.

Committee Discussion:

Committee Chair George Runner opened the Committee meeting.

Taxpayers' Rights Advocate Todd Gilman introduced the agenda item. He stated that there are two options presented for the Committee's consideration. The Committee can affirm that Board Members will continue to abide by all laws and regulations regarding mail sent by elected officials, without adopting additional policies; or the Board can adopt a policy that restricts mail sent by Board Members in advance of a primary or general election. This would ban Members and agency staff from mailing, or personally delivering, any document on behalf of any Member to a person's residence, place of employment, business, or post office box within 60 days of an election in which a Member is a candidate for elected office, with exceptions as noted in the attachment to the discussion paper.

Committee Chair George Runner recognized Chairman Jerome Horton to comment on his proposal.

Chairman Jerome Horton made introductory comments regarding the genesis and purpose of the proposal.

Board Member Fiona Ma thanked Chairman Horton for introducing the proposal and suggested they remove "where a Board of Equalization Member is on the ballot for that election" from the proposal, so that all Board Members are operating under the same policy.

Chairman Jerome Horton concurred.

Board Member Diane Harkey asked how this would restrict Board Member's ability to conduct outreach events. Deputy Controller Yvette Stowers also asked if Small Business Seminars would be restricted. There was a discussion regarding Small

Business Seminars.

Committee Chair George Runner stated that it would not change anything related to business educational seminars, but rather would prohibit unsolicited direct mail informational material.

Chairman Jerome Horton concurred, stating that the proposal exempts mailings related to BOE sponsored events, as part of the BOE's administrative duties.

Ms. Harkey asked if this would apply next year during the primary and general election, even though no Board Members are on the ballot. Committee Chair Runner clarified that it would only apply to election cycles in which any Board Member is involved in the election.

Committee Action/Recommendation/Direction:

Chairman Jerome Horton made a motion to adopt the proposal (see attached) as amended by Board Member Ma to restrict mailings, as specified by the proposal, by all Members when any Member is on the ballot.

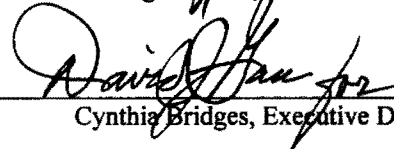
The motion was seconded by Board Member Ma.

Without objection, the motion passed.

Committee Chair George Runner adjourned the meeting.

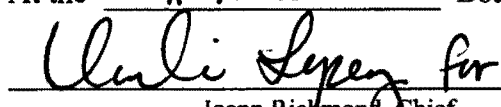
Approved: _____


George Runner, Committee Chair


Cynthia Bridges, Executive Director

BOARD APPROVED

At the 11-17-15 Board Meeting


Joann Richmond, Chief
Board Proceeding Division