CITY OF OAKLAND
Public Ethics Commission
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TO: Public Ethics Commission
FROM: Daniel Purnell
DATE: March 2, 2009

RE: **A Report And Action To Be Taken From the Office Of The City Clerk Pertaining To theDevelopment Of A City-wide Records Management System**

During 2008, the Commission joined with the Offices of the City Clerk, City Auditor and City Attorney to support the adoption of an amendment to the Oakland Sunshine Ordinance that would establish a City-wide records management program. The proposed amendment directed the Commission to review and hold public hearings on any proposed records management program before it was submitted to the City Council for adoption. At a hearing before the City Council's Finance and Management Committee last October, the Committee directed the Office of the City Clerk to begin implementation of a City-wide records management program administratively, delaying at least temporarily the consideration of an amendment to the Sunshine Ordinance.

The Commission will receive tonight a report from Al Gamino, Oakland's City-wide Records Manager, who is coordinating the effort to develop a records management program among Oakland's agencies, departments and offices. ***Attachment 1.*** At the end of the report the Commission may wish to discuss ways in which the Commission can support the City Clerk's efforts in this undertaking.

Respectfully submitted,

Daniel D. Purnell
Executive Director