



# COMMISSIONER RESOURCES

## Purpose

This document is intended to provide Commissioners with links to additional resources on topics that may be frequently updated, such as an organizational chart, and topics that may be impractical to adequately cover in an all-purpose handbook or reference manual, such as enforcement procedures or the Bagley-Keene Open Meeting Act. As information becomes outdated, or new information and resources become available, legal staff will update this document and provide Commissioners with updated copies, along with an explanation of the changes.

Legal Division  
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## The Bagley-Keene Open Meeting Act and the Attorney General’s “Handy Guide”

The Bagley-Keene Open Meetings Act (Section [11120](#), et seq.) (“Bagley-Keene”) sets forth the statutory requirements for state boards and commissions in conducting meetings open to the public. Bagley-Keene requires that “[e]ach state body shall provide a copy of this article to each member of the state body upon his or her appointment to membership or assumption of office.” (Section [11121.9](#).) A copy of the Bagley-Keene Open Meeting Act can be accessed through the following link:

[https://leginfo.legislature.ca.gov/faces/codes\\_displayText.xhtml?lawCode=GOV&division=3.&title=2.&part=1.&chapter=1.&article=9](https://leginfo.legislature.ca.gov/faces/codes_displayText.xhtml?lawCode=GOV&division=3.&title=2.&part=1.&chapter=1.&article=9)

The laws set forth under Bagley-Keene are extensive and, in some cases, can be complex. The California Attorney General’s Office has drafted “A Handy Guide to the Bagley-Keene Open Meetings Act,” which provides useful insight and covers many questions Commissioners might have concerning Bagley-Keene. It is also worth reviewing the Attorney General’s guidance given that Bagley-Keene expressly authorizes the Attorney General (along with district attorneys and “any interested party”) to take action to stop or prevent violations or threatened violations of Bagley-Keene, or to determine the applicability of Bagley-Keene to past actions or threatened future actions. (Section [11130\(a\)](#).) However, any additional questions Commissioners have can be directed to the General Counsel. A copy of the Attorney General’s “Handy Guide to the Bagley-Keene Open Meetings Act” can be accessed through the following link:

<https://www.sco.ca.gov/Files-ARD/BudLeg/Bagley-Keene%20Open%20Meeting%20Act%20Requirements.pdf>

### Conflict of Interest Rules

The following webpage includes additional material relating to the Political Reform Act’s conflict of interest provisions and accompanying regulations, including the FPPC’s guide to “Recognizing Conflicts of Interest”:

<http://fppc.ca.gov/learn/conflicts-of-interest-rules.html>

## Enforcement Material

The following webpage includes additional material relating to the Enforcement Division and enforcement processes, including the Enforcement Division Manual, as well as a slideshow on enforcement procedures:

<http://fppc.ca.gov/content/fppc-v2/fppc-www/enforcement/enforcement-review.html>

## Fact Sheets

The following webpage contains fact sheets produced by the FPPC regarding various aspects of the Political Reform Act, including some aspects personally relevant to Commissioners, including Form 700 (Statement of Economic Interest) Disclosure FAQs, as well as guidance on gifts and travel:

<http://fppc.ca.gov/content/fppc-v2/fppc-www/media/factsheets.html>

## Organizational Chart

<http://fppc.ca.gov/about-fppc/organization-and-responsibilities.html>

## Pending Legislation

<http://fppc.ca.gov/the-law/pending-legislation.html>