

area plans for area agencies. The governor appoints an executive director subject to confirmation by the Senate.

The basic concerns of the department include income, health, housing, education opportunities, employment, transportation, nutrition, volunteer opportunities, recreational activities, spiritual well-being, and community involvement in the problems of older Iowans.

ETHICS AND CAMPAIGN DISCLOSURE BOARD

Kay Williams, executive director; 514 East Locust Street Suite 104., Des Moines 50309; 515/281-4028 FAX 515-281-3701

BERNARD MCKINLEY, chair, Waterloo; term expires 1998
 FREEMAN H. (MIKE) FORREST, vice chair, Ames; term expires 1999
 JAMES ALBERT, Clive; term expires 2003
 GWEN BOEKE, Cresco; term expires 2003
 GERALDINE LEINEN, Davenport; term expires 1998
 K. MARIE THAYER, Ankeny; term expires 1999

This state agency administers the Campaign Finance Disclosure Law, the Income Tax Checkoff Act, (both in Chapter 56, *Iowa Code*) and the Iowa Public Officials Act (as applicable to the state executive branch) (in Chapter 68B, *Iowa Code*). Policy is set by the six board members appointed by the Governor and confirmed by the Iowa Senate, no more than three of which may be of the same party or of the same gender. The executive director and the legal counsel are appointed by the Board and serve at the pleasure of the Board. The Campaign Finance Disclosure Law was enacted in 1973 and implemented in 1974, originally administered under the agency name "Campaign Finance Disclosure Commission". Under this law, the agency receives, monitors and audits reports of organized committees of state, legislative, county, city and school candidates, political action committees, partisan political committees, county central committee, and state political parties. The reports are available for public viewing and copying at a nominal cost. Cross-checks are made of political committee reports with candidates' reports to assure all contributions are properly reported and that all committees involved in Iowa political financial activity are properly registered. The Board's goal under these provisions is to protect and maintain the public interest in disclosure while striving not to discourage volunteers and others in the Iowa political and governmental process. To that end, the Board seeks to assist and educate persons and groups covered by the disclosure law so that full understanding of deadlines, report requirements and law prohibitions is achieved; to consistently and equitably monitor the timeliness of disclosure reports filed at all levels; to assess and collect civil penalties in accordance with administrative rules; to conduct detailed desk audits of reports with occasional field audits for full compliance; and to investigate and resolve inquiries and complaints informally by voluntary compliance or by formal action. The Board is also the Iowa depository for copies of disclosure material required to be filed by federal committees with Federal Election Commission in Washington, D.C. These records are also available to the public for viewing and copying at a nominal charge.

Income Tax Checkoff Act was also enacted in 1973 and implemented in 1974 and provides that the agency cooperate with the Department of Revenue to enforce the statute and rules governing the expenditure of income tax checkoff funds by the state political parties. The fund allows any person whose state income tax liability for any taxable year is \$1.50 or more to designate \$1.50 of the tax liability to be paid over to the Iowa election campaign fund for the account of a specified political party or to be split equally between them. In the case of a joint return, \$3.00 may be so designated.

The agency's administration of the Iowa Public Officials Act (also known as the Ethics Law) as it applies to the executive branch of state government began in 1993, at which time the agency name became the "Ethics and Campaign Disclosure Board". The agency's responsibilities under the Act include receiving personal financial disclosure reports from covered officials and employees, receiving reports from executive branch lobbyists and their clients, advising persons as to the application of the law to specific conduct, and investigating and prosecuting alleged violations of the Act.