

- Ethics Officer's October 2006 Monthly Report

## Summary

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This report provides a general update on the progress and activities for the Ethics Office for October 2006.

## Attachments

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None

## Detailed Report

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### Activities

1. The CD self-study series for completion of the AB 1234 ethics training requirement will be available at the November Board of Directors meeting. Directors who did not attend all three of the ethics training workshops or who did not provide proof of completion from other training will receive the CDs for self-study completion.
2. The first Ethics Dinner-Discussion was held Monday evening, October 9, 2006. The speaker, Robert O'Brien, United States Alternate Representative to the 60<sup>th</sup> Session of the United Nations General Assembly, addressed 20 Directors, officers and staff.
3. The Ethics Officer and Ethics Office staff met with Union leadership to clarify the role of the Ethics Office and to receive input for a section in the employee ethics manual on ethical employee-management relationships.
4. The Ethics Educator and Senior Administrative Analyst conducted Day 1 employee orientations for 13 new hires and Day 2 employee orientations for 9 new employees.
5. The Ethics Educator made field visits to three facilities, meeting with 18 managers. The Ethics Educator also addressed 43 members of the City and County Engineers Association.

### Logged Questions and Matters of Concern

1. **October 6, 2006 – Issue: Employee Relations**  
An employee had a series of allegations regarding her former supervisor that the employee contends were not addressed by management. Intake Committee review scheduled. (185)  
Disposition: In Progress
2. **October 9, 2006 – Issue: Customer Relations**  
A member of the public asked for additional review regarding his concern that he did not receive credit for naming Diamond Valley Lake. As the matter has been reviewed by the Legal Department and the Ethics Office and found to be without merit, the member of the public was notified that the matter would not be reviewed again. (147)  
Disposition: Closed
3. **October 11, 2006 – Issue: Misuse of MWD Resources**  
A concern was received regarding an employee peer who had been gone without explanation for a long period of time and an employee peer who reportedly was using MWD resources for his/her community service. The supervisor and ethics Officer met to discuss the situation. While it was determined that there was no violation of company policy, the supervisor decided to talk more openly about the relevant policies at an upcoming staff meeting. (186)  
Disposition: Closed

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4. **October 12, 2006 – Issue: Gifts**  
An employee asked if he/she could accept funding for travel from a not-for-profit organization. The trip was determined by the employee's supervisor to be consistent with MWD mission and the employee's responsibilities. The employee may accept the travel funding. (187)  
Disposition: Closed
5. **October 17, 2006 – Issue: Misuse of MWD Resources**  
An anonymous concern was received at the Ethics Office showing that an employee was using his/her MWD contact information for his/her personal consulting. The supervisor has not responded to requests for information despite multiple requests. Intake Committee review scheduled. (188)  
Disposition: In Progress
6. **October 23, 2006 – Issue: Conflicts of Interest/Commitment**  
A supervisor checked in regarding a potential conflict of interest for an evaluation team member. The team member's life partner worked for one of the potential contracts 15 years ago. The length of time since employment made it reasonable for the team member to continue to serve on the evaluation committee. (189)  
Disposition: Closed
7. **October 24, 2006 – Issue: Misuse of MWD Resources**  
An employee has claimed that the Legal Department has not adequately monitored the work of outside counsel representing the District in a lawsuit; the employee claims that District funds are being misused/wasted. Intake Committee review scheduled. (190)  
Disposition: In Progress
8. **October 24, 2006 – Issue: Conflict of Interest**  
A contractor with MWD has been asked to consult with a developer of properties adjacent to those owned by MWD regarding a change in zoning. (191)  
Disposition: In Progress
9. **October 24, 2006 – Issue: Conflict of Interest/Commitment**  
An employee contacted the Ethics Office to ask whether an employee who had a small financial interest and recent previous employment with a potential contractor could serve on an evaluation team in which the potential contractor would be considered. The employee may not serve on the evaluation committee. (192)  
Disposition: Closed
10. **October 26, 2006 – Issue: Misuse of MWD Resources**  
An anonymous concern was received in the Ethics Office regarding a Director's use of meal vouchers outside of Committee and Board meeting days. Directors may use meal vouchers whenever they are working at MWD. (193)  
Disposition: Closed