

- Ethics Officer's September 2008 Monthly Report

Summary

This report provides a general update on the progress and activities for the Ethics Office for September 2008.

Attachments

None

Detailed Report

Activities

1. The Ethics Officer is working with academic researchers to design a stakeholder survey. This survey will measure perceptions of the Ethics Office from employees, officers, directors and member agency managers.
2. The Ethics Office continues to work with management to prepare the 2009 SB 60 report.
3. The Audit and Ethics Committee met on September 23, 2008.
4. The final AB 1234 training workshop for officers and directors, The Power and Privilege of Public Office, has been scheduled for October 28, 2008.
5. The Ethics Educator gave an ethics presentation to 6 treatment plant managers at Weymouth on September 9 and an ethics presentation to 57 employees at Jensen on September 17 as part of their quarterly employee meeting. On September 18 he gave an ethics presentation to 12 employees at the Soto Street facility.
6. The Ethics Educator and Senior Administrative Analyst attended the Southern California Business Ethics Roundtable on September 17, 2008 at Loyola Marymont University in Los Angeles.
7. The Ethics Officer and Senior Administrative Analyst attended the Ethics and Compliance Officer Association's National conference in Florida on September 24-26, 2008. The Ethics Officer was also a speaker on a panel titled, *What the Private Sector Can Learn from the Public Sector (Really)*.
8. The Ethics Office staff conducted Day 1 employee orientation for 12 new hires and Day 2 orientation for 13 employees.
9. The Ethics Office Web site logged 818 visitors from September 1-30, 2008.

Logged Questions and Matters of Concern

1. **January 22, 2008 – Issue: Director Staff Concerns**
A concern was received regarding director involvement with business outreach. The Intake Committee convened February 26, 2008 to review the matter and the matter was forwarded to the Inquiry & Review Committee. The investigation is completed. Inquiry & Review Committee's and the Ethics Officer's reports will be given at the Executive Committee meeting on Tuesday, October 28, 2008. (275)
Disposition: Pending.
2. **July 17, 2008 – Issue: Wage/Hour Issues**
A concern was received from a former employee regarding termination and loss of service hours. Human Resources has completed its investigation. Human Resources sent a letter on September 11, 2008 to the former employee which addressed all of the alleged concerns. (298)
Disposition: Pending

Board Report (Ethics Officer's September 2008 Monthly Report)

3. **August 13, 2008 – Issue: Misuse of Position**

A concern was received at the Ethics Office regarding alleged retaliation by a manager. The parties met in September and the Ethics Officer will monitor the situation on a monthly basis. (305)

Disposition: Pending

4. **September 10, 2008 – Issue: Policy Issues**

An employee expressed concern that two employees were using company vehicles. An investigation revealed that the two employees were issued long term vehicles due to the nature of their positions. (309)

Disposition: Closed

5. **September 11, 2008 – Issue: Falsification of Company Records**

An employee expressed concern that an employee may have falsely received a certification. The matter is being investigated. (310)

Disposition: Pending

6. **September 11, 2008 – Issue: Gifts**

An employee was invited by a potential vendor to an Award luncheon. The vendor would pay for the employee's luncheon ticket. The employee was advised that it is appropriate to attend the luncheon if Metropolitan pays for his/her luncheon ticket. (311)

Disposition: Closed

7. **September 15, 2008 – Issue: Gifts**

An employee received a gift from a contractor/vendor. As the consultant/vendor and Metropolitan are business partners, the employee was asked to return the gift pursuant to Metropolitan's Administrative Code § 7130(c). (312)

Disposition: Closed

8. **September 17, 2008 – Issue: Employee Relations**

An employee contacted the Ethics Office regarding concerns of alleged mistreatment by his/her supervisor. The employee has not returned repeated calls from the Ethics Office. (313)

Disposition: Closed

9. **September 22, 2008 – Issue: Customer Relations**

An employee was asked to participate on a customer panel for a vendor. As the vendor and Metropolitan are business partners, the employee was advised to decline the offer to avoid the perception of favoritism. (314)

Disposition: Closed

10. **September 25, 2008 – Issue: Misuse of MWD Resources**

An anonymous concern was received regarding a Metropolitan employee who is allegedly harassing a member of the public while in a company vehicle. The matter is under investigation. (315)

Disposition: Pending

11. **September 26, 2008 – Issue: Retaliation**

An employee informed the Ethics Office of a current grievance he/she has filed with the Union. As this matter is a current grievance, the employee was informed of his/her right to bring this matter to the Ethics Office if an ethics concern exists after the completion of the grievance process. (316)

Disposition: Closed

12. **September 30, 2008 – Issue: Employee Relations**

An anonymous concern was received regarding the posting of political and/or religious views in work areas. Suggestions on how to handle the situation informally were given to the caller. (317)

Disposition: Closed