



● Ethics Officer's September Monthly Report

Summary

This report provides a general update on the progress and activities for the Ethics Office for September 2013.

Attachments

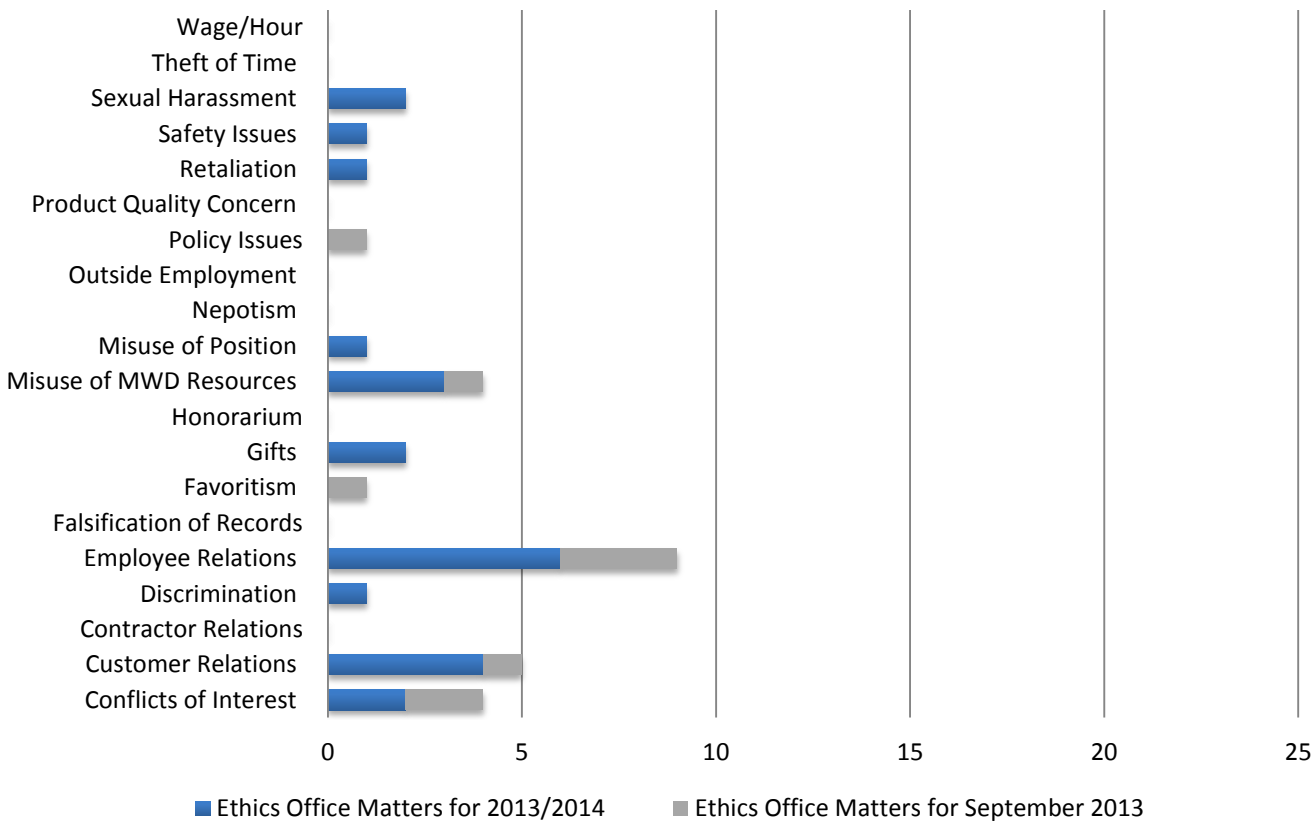
None

Detailed Report

Activities

1. An Audit and Ethics Committee Workshop was held on September 24, 2013 to consider the scope of Metropolitan's internal ethics regulations.
2. The Ethics Officer served as a panelist for a Metropolitan Toastmaster event.
3. The Ethics Educator conducted New Employee Orientation for 17 employees.
4. The Ethics Office website logged 809 visitors from September 1-30, 2013.

Matters Brought to the Attention of the Ethics Office



Type	F/Y 2012/13	July 2013	August 2013	September 2013	F/Y 2013/14
Ethics Complaints					
<i>Customer Relations</i>	5			1	1
<i>Favoritism</i>	6			1P	1
<i>Nepotism</i>	4				
<i>Falsification of Records</i>	1				
<i>Employee Relations</i>	7	1	2	2P 1	6
<i>Sexual Harassment</i>	2		2		2
<i>Conflict of Interest</i>	2				
<i>Discrimination</i>	2	1			1
<i>Theft of Time</i>	3				
<i>Misuse of MWD Resources</i>	4		1P	1P	2
<i>Misuse of Position</i>	2	1			1
<i>Policy Issues</i>	2			1	1
<i>Product Quality Concerns</i>	1				
<i>Wage/Hour</i>	1				
<i>Retaliation</i>	4				
<i>Safety</i>	2				
Total	48	3	5	7	15
Ethics Advice					
<i>Conflicts of Interest</i>	19	2		2	4
<i>Gifts</i>	15	2			2
<i>Outside Employment</i>	3				
<i>Policy Issues</i>	3				
<i>Theft of Time</i>	1				
<i>Customer Relations</i>	1		1		1
<i>Employee Relations</i>	4				
<i>Misuse of MWD Funds</i>	1				
<i>Misuse of MWD Resources</i>	3		1		1
<i>Contractor Relations</i>	1				
<i>Nepotism</i>	1				
<i>Honorarium</i>	1				
Total	53	4	2	2	8

Summaries of Questions and Ethics Office Responses**1. March 14, 2013 – Issue: Potential Conflict of Interest**

A member of the public submitted a question concerning how economic interest disclosure requirements work with conflicts of interest provision under state law and internal regulations. Disclosure provisions are designed to increase transparency regarding potential conflicts the reporting officials may have between their official duties and their private interests. Separate state law provisions and internal regulations, with limited exceptions, prohibit public officials from partaking in government decisions directly impacting their own assets or sources of income. Disclosure requirements help reporters identify areas in their official duties where conflicts of interest may arise.

Disposition: Closed

2. March 27, 2013 – Issue: Potential Conflict of Interest

An employee submitted a question regarding whether there is a conflict of interest for the spouse of a Metropolitan employee to enter into a contract with Metropolitan. The Administrative Code prohibits Metropolitan from making any contract in which a Metropolitan employee, among others, has a financial interest unless an exception pursuant to the California Government Code applies. In most cases, married couples in California have a financial interest in their spouses' earnings. (Administrative Code section 7105(d).)

Disposition: Closed

3. September 3, 2013 – Issue: Potential Conflict of Interest

An employee submitted a question concerning potential employment by a relative with a Metropolitan contractor. The Ethics Office provided advice concerning Metropolitan's conflict of interest rules as applicable to the financial interests of family members of Metropolitan employees. The advice memorandum reviewed the applicable rules and outlined scenarios that could give rise to violations. The memorandum also addressed how the employee could identify situations where conflicts could arise and what disclosure and recusal steps would be necessary under those circumstances. (Administrative Code section 7120(c).)

Disposition: Closed

4. September 19, 2013 – Issue: Potential Conflict of Interest

An employee submitted a question regarding whether a conflict of interest could arise if he served on the governing body of a local government agency. Metropolitan has a number of ethics-related provisions regarding potential conflicts of interest stemming from community and political activity. Specific provisions applicable to this matter are Administrative Code section 7107 prohibiting the disclosure of confidential information and Operating Policy H-03, sections 13 through 19 which addresses the specific requirements Metropolitan employees must meet in the course of outside political activity.

Disposition: Closed