



# ***ETHICS IN THE PIPELINE***

## **A Gift in Hand**

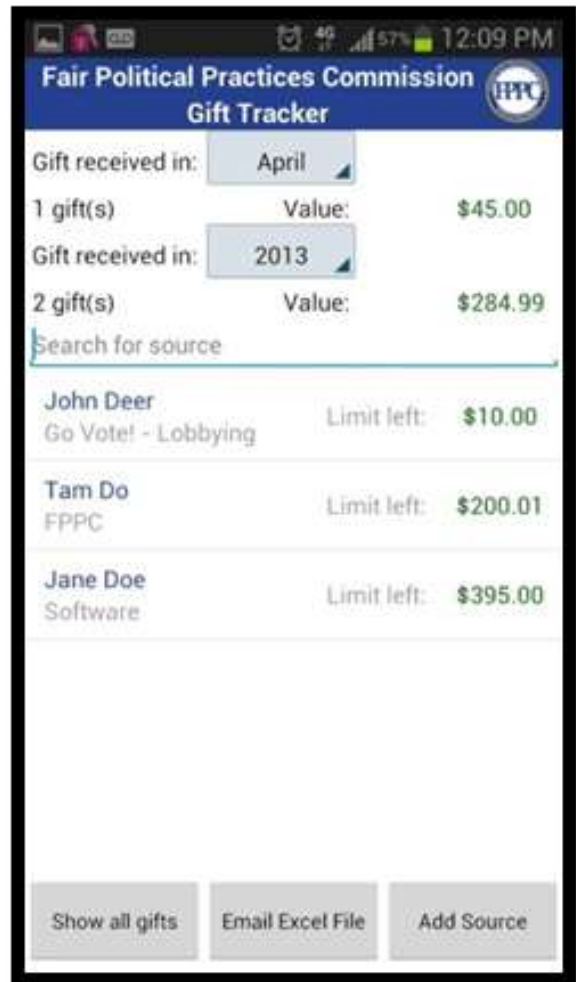
The Fair Political Practices Commission now offers a free smart phone application to assist state and local officials and employees who are required to file Form 700, Statement of Economic Interests (screen shot in the next column). The app helps keep track of gifts received in a calendar year and provides a quick and easy reference to complete Schedule D (reportable gifts) on Form 700. Data is stored on the device rather than the cloud. Users may email their data in Excel spreadsheet format. This is especially helpful as a backup in the event a user's phone is damaged. This app is available for Android mobile devices running version 4.0 or higher, and iPhones running iOS version 6.1 and higher.

### Features:

- Indexes donors, with display of maximum permissible gift value.
- Record gifts from multiple sources.
- Exports data to Form 700 Schedule D by Excel spreadsheet.
- Can share information via text or email.

Download link from the FPPC

<http://www.fppc.ca.gov/index.php?id=672QR>



QR Code to direct download:

## *MONTHLY ACTIVITIES*

In January 2015, the Ethics Office:

- Briefed one new Director.
- Received 907 hits on its website.
- Review of Complaint/Advice reportable categories.
- Vendor solicitation and review for electronic filing of Form 700s.

## *ADVICE*

The Ethics Office (Office) provides advice to any director, officer, employee, or contractor regarding compliance with any of Metropolitan's ethics rules or policies. Absent unusual circumstances, the Office gives its advice in writing. The Office can provide advice only about events that might happen in the future. If a request for advice concerns past conduct, the Office may treat the matter as a complaint.

In January 2015, the Office provided advice regarding:

- Gifts from vendors.
- Reporting requirements for gifts.
- Potential conflicts of interest related to real property transactions.

## *CHANGES IN REPORTING*

Ethics office staff has revised the descriptions of subject matter categories for reporting and tracking purposes. The new categories more accurately reflect the type of matters handled by the Ethics Office. The following table shows the revised categories, along with a reference to the prior list:

**TABLE BEGINS ON NEXT PAGE**

	Current Category	Revised Category
<b>New &amp; Revised Categories Complaints (C) &amp; Advice (A)</b>	Conflict of Interest Contractor/Customer Relations Kickbacks Procurement Fraud	Conflicts of Interest (financial)
	Director/Staff Concern Director-related sexual harassment Favoritism Misuse of Funds Misuse of MWD Resources Misuse of Position Falsification of Records	Abuse of Authority (financial gain)
	Gifts Honoraria Discounts	Gifts
	Outside Employment	Outside Employment and Activities
	Revolving Door	Revolving Door
	Retaliation	Whistleblower Protection
	Nepotism	Nepotism
	<b>NEW</b>	Campaign Contributions
	<b>NEW</b>	Economic Disclosure
	<b>NEW</b>	Misleading Associations
	Discrimination (EEO) Employee Relations General District Policy Issues Product Quality Concerns Intellectual Property Safety Issues Theft of Time Wage/Hour Issues Workplace Violence Threats	Not within scope of office Referred to appropriate department

MONTHLY REPORT TO BOARD OF DIRECTORS  
OFFICE OF ETHICS  
JANUARY 2015

Specific Matters Submitted FY 2014/15

	FY 13/14	Jul 2014	Aug 2014	Sept 2014	Oct 2014	Nov 2014	Dec 2014	Jan 2015	Feb 2015	Mar 2015	Apr 2015	May 2015	June 2015	FY 14/15
<b>Ethics Complaints</b>														
Abuse of Authority	10	2			2(P)	2 2(P)	2	1						11
Conflict of Interest	5		1	1										2
Discrimination	2	1			1									2
Employee Relations	12	1	1		1	1	2	1						7
Nepotism	2													
Policy Issues	3			2				1						3
Retaliation	4			1 1(P)	1(P)									3
Sexual Harassment	2													
Theft of Goods	1					1								1
Theft of Time	2													
<b>Total Complaints</b>	<b>43</b>	<b>4</b>	<b>2</b>	<b>5</b>	<b>5</b>	<b>6</b>	<b>4</b>	<b>3</b>						<b>29</b>
<b>Ethics Advice</b>														
Abuse of Authority	1			1(P)			1(P)							2
Conflicts of Interest	25	2	1(P)		3(P)	2 2(P)		1						11
Employee Relations	1													
Gifts	18		2	3	1	2	1(P)	1 1(P)						11
Nepotism	1													
Outside Employment	1		1(P)	1				1(P)						3
Policy Issues	10				1(P)									1
Wage/Hour	1													
<b>Total Questions</b>	<b>58</b>	<b>2</b>	<b>4</b>	<b>5</b>	<b>5</b>	<b>6</b>	<b>2</b>	<b>4</b>						<b>28</b>
<b>Combined Total</b>	<b>101</b>	<b>6</b>	<b>6</b>	<b>10</b>	<b>10</b>	<b>12</b>	<b>6</b>	<b>7</b>						<b>57</b>