Ethics Office Monthly Report

MWD
METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA

June 2018

ETHICS COMPLIANCE

Held individual consultations with new filers to help promote accurate and timely reporting of Assuming Office statements of economic interests.

Provided technical and substantive assistance to employees and officials filing Assuming Office and Leaving Office statements of economic interests.

ADVISORY SERVICES

Provided advice in the areas of conflicts of interest, recusals, outside employment, and financial disclosure.

Collaborated with General Counsel on requesting formal advice from the Fair Political Practices Commission regarding the proper interpretation of a state conflict of interest provision.

Created monthly conflicts bulletin for directors in collaboration with the General Counsel.

Monitored FPPC Commission meetings for regulatory changes at the state level that may impact Metropolitan officials or ethics policies.

EDUCATION

Presented Ethics Office overview to new employees at orientation.

Scheduled two upcoming training sessions for directors on the Brown Act and state ethics laws.

STAFF DEVELOPMENT

Attended Expense Report Fraud training conducted by Deputy General Auditor.

Attended training covering legislation and regulatory updates in the area of environmental law offered by the General Counsel's office.

POLICY

Prepared report on broad policy issues brought to light in the course of a recent investigation. The report memorializes steps taken thus far to address the policy issues. Staff opened policy matters for further review and action.

OPERATIONS

Participated in 2018 Annual Report kickoff meeting and prepared first draft of Annual Report.

INVESTIGATIONS

Finalized investigation report and submitted draft Ethics Officer's finding to General Counsel for review.

Received two complaints in June. One involves allegations of whistleblower retaliation and is under review. The second alleges workplace policy violations and was closed and referred to HR.

Ethics Office Dashboard
Quarterly Update
(Jul 1, 2017 – June 30, 2018)

Advisory Services

< 5 hours	5-20 hours	> 20 hours
140 matters	23 matters	5 matters
640+ staff hours		

Ethics Compliance

COI Amend	Form 700 Training	Form 700 Admin
1760+ staff hours		

Investigations

< 5 hours	5-20 hours	> 20 hours
14 matters	3 matters	10 matters
1290+ staff hours		

Other

Policy	Special Projects	General Administrative
1570+ staff hours		