



Ethics Office Monthly Report

MWD
METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA



October 2019

ADVICE

Handled 24 advice matters involving topics including financial disclosure, conflicts of interest, recusals, gifts from contractors, and contracts.

Advised the professional contracting services team on a pending contract involving a potential nepotism-related and conflict of interest issue.

Collaborated with General Counsel on an advice matter involving state ethics laws on contracts.

EDUCATION AND TRAINING

Held new filer training sessions with new employees. Employees received personalized training on how to file Form 700, conflicts of interest, gifts, and related ethics rules.

Presented an Ethics Office overview and primer on ethics rules at new employee orientation.

OUTREACH

Ethics Office staff attended the Hispanic Employees Association’s 2019 Hispanic Heritage Month luncheon featuring keynote speaker, Audit and Ethics Chair Marsha Ramos.

Ethics Officer Abel Salinas attended the Board of Directors retreat and grand opening of the Regional Recycled Water Advanced Purification Center.

COMPLIANCE

Assisted Board members and employees with Assuming Office and Leaving Office Form 700 filings.

Monitored the status of past due Form 700 filings from current employees and secured compliance from one late Assuming Office filer and one late Leaving Office filer. Sent letters to three recently separated employees notifying them of non-compliance with Leaving Office filings. Also made one referral notifying the FPPC of a separated employee for non-compliance with a Leaving Office filing.

POLICY

Finalized proposed changes to the ethics provisions of the Administrative Code.

OCTOBER ADVICE AND INVESTIGATION DATA

Advice Provided	24
Complaints Received	0
Investigations Opened	1
Pending Investigations	2