



Ethics Office Monthly Report

MWD
METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA



February 2020

NOTICE: FORM 700 DEADLINE

Please be advised that your Form 700 is due April 1, 2020.

Ethics staff is available to help you:

- File through the electronic filing system,
- Determine what interests to disclose, and
- File a combined Form 700 reflecting all of your government positions.

Thank you for helping Metropolitan achieve 100% compliance with Form 700 filings.

ADVICE

Handled 13 advice requests on matters involving financial disclosure requirements, conflicts of interest, recusals, gifts, nepotism, political activities, and inspection trips.

EDUCATION AND TRAINING

Held new filer training sessions with two new Form 700 filers. 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.

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 three late Assuming Office filers and one late Leaving Office filer.

Sent letters to 11 recently separated employees and two former directors notifying them of non-compliance with Leaving Office filings.

Made one enforcement referral to the FPPC of a former employee for failure to file a Leaving Office statement.

POLICY

Met with the bargaining units to discuss and respond to questions about the proposed changes to the Administrative Code.

INVESTIGATIONS

Ethics Officer Findings – Completed an investigation into whether a manager violated the Administrative Code misuse of authority rules by directing subordinates to give special treatment to one consultant. The Ethics Officer found that there was insufficient evidence to substantiate the allegation. The matter was closed.

FEBRUARY ADVICE AND INVESTIGATION DATA

Advice Provided	13
Complaints Received	5
Investigations Opened	0
Pending Investigations	1