

Ethics Commission



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Department Description

Founded in 2001, the Ethics Commission is an independent City of San Diego entity responsible for monitoring, administering, and enforcing the City's governmental ethics laws which include the City's campaign and lobbying laws. The Ethics Commission conducts audits and investigations, provides formal and informal advice to persons who fall within its jurisdiction, conducts live training sessions, administers online training programs, and proposes governmental ethics law reforms.

The Department's mission is:

To preserve public confidence in City government through education, advice, and the prompt and fair enforcement of local governmental ethics laws

The Department's vision is:

To advance the principles of open government, transparency, and an informed citizenry through the timely disclosure of financial information by candidates, political committees, lobbyists, and City officials

Did you know?

- In Calendar Year 2015, the Ethics Commission conducted 15 training sessions and responded to nearly 450 requests for informal advice.
- There are approximately 50 fact sheets on the Ethics Commission's website with current information for lobbyists, candidates, and City officials.
- City candidate and ballot measure committees are randomly selected for audit by the Ethics Commission every two years.
- The Ethics Commission has levied fines totaling \$175,000 in cases involving campaign money laundering in the past two years.
- Ethics Commission fines go to the City's General Fund, not to the budget of the Ethics Commission.
- The Ethics Commission does not regulate moral and ethical behavior by City employees; instead, the Ethics Ordinance governs the personal financial interests of high-level City officials.

Ethics Commission

Goals and Objectives

Goal 1: Educate City officials, City candidates, and lobbyists about the various provisions in the City's governmental ethics laws

- Provide prompt, informal advice via telephone, email, and in person
- Issue formal advisory opinions
- Prepare and disseminate educational materials such as fact sheets and manuals
- Provide live and online training courses on the Ethics Ordinance for City officials

Goal 2: Ensure compliance with the City's governmental ethics laws through audit and enforcement activities

- Conduct efficient and thorough investigations into alleged violations of the City's ethics laws, campaign laws, and lobbying laws
- Conduct compliance audits of City candidate and ballot measure committees

Goal 3: Propose legislative amendments to ensure that the City's governmental ethics laws are effective in preventing corruption and the appearance of corruption

- Review existing laws, receive public input, and study laws in other jurisdictions
- Prepare proposed legislative amendments for City Council approval

Key Performance Indicators

Performance Indicator	FY2016 Target	FY2016 Actual	FY2017 Target	FY2017 Estimate	FY2018 Target
1. Percentage of authorized investigations completed within 180 calendar days	N/A	94%	90%	90%	90%
2. Percentage of authorized investigations completed within 360 calendar days	N/A	100%	100%	100%	100%
3. Percentage of complaints reviewed within 30 calendar days	N/A	100%	100%	100%	100%
4. Percentage of educational materials updated within 30 days of legislative changes (both State and local)	N/A	100%	100%	100%	100%
5. Percentage of requests for technical assistance (informal advice regarding campaign, lobbying, and ethics laws) responded to within 24 hours	N/A	100%	100%	100%	100%

Ethics Commission

Department Summary

	FY2016 Actual	FY2017 Budget	FY2018 Proposed	FY2017-2018 Change
FTE Positions (Budgeted)	5.00	5.00	5.00	0.00
Personnel Expenditures	\$ 865,036	\$ 913,369	\$ 955,085	\$ 41,716
Non-Personnel Expenditures	265,706	274,074	274,159	85
Total Department Expenditures	\$ 1,130,743	\$ 1,187,443	\$ 1,229,244	\$ 41,801
Total Department Revenue	\$ 9,050	\$ -	\$ -	\$ -

General Fund

Department Expenditures

	FY2016 Actual	FY2017 Budget	FY2018 Proposed	FY2017-2018 Change
Ethics Commission	\$ 1,130,743	\$ 1,187,443	\$ 1,229,244	\$ 41,801
Total	\$ 1,130,743	\$ 1,187,443	\$ 1,229,244	\$ 41,801

Department Personnel

	FY2016 Budget	FY2017 Budget	FY2018 Proposed	FY2017-2018 Change
Ethics Commission	5.00	5.00	5.00	0.00
Total	5.00	5.00	5.00	0.00

Significant Budget Adjustments

	FTE	Expenditures	Revenue
Salary and Benefit Adjustments Adjustments to reflect savings resulting from vacant positions for any period of the fiscal year, retirement contributions, retiree health contributions, and labor negotiations.	0.00	\$ 41,716	\$ -
Non-Discretionary Adjustment Adjustment to expenditure allocations that are determined outside of the department's direct control. These allocations are generally based on prior year expenditure trends and examples of these include utilities, insurance, and rent.	0.00	474	-
Support for Information Technology Adjustment to expenditure allocations according to a zero-based annual review of information technology funding requirements.	0.00	(389)	-
Total	0.00	\$ 41,801	\$ -

Expenditures by Category

	FY2016 Actual	FY2017 Budget	FY2018 Proposed	FY2017-2018 Change
PERSONNEL				
Personnel Cost	\$ 486,078	\$ 499,085	\$ 526,710	\$ 27,625
Fringe Benefits	378,958	414,284	428,375	14,091
PERSONNEL SUBTOTAL	865,036	913,369	955,085	41,716
NON-PERSONNEL				
Supplies	\$ 6,995	\$ 8,680	\$ 8,602	\$ (78)

Ethics Commission

Expenditures by Category (Cont'd)

	FY2016 Actual	FY2017 Budget	FY2018 Proposed	FY2017-2018 Change
Contracts	238,551	238,779	239,331	552
Information Technology	16,407	20,678	20,289	(389)
Other	3,754	5,000	5,000	-
Capital Expenditures	-	937	937	-
NON-PERSONNEL SUBTOTAL	265,706	274,074	274,159	85
Total	\$ 1,130,743	\$ 1,187,443	\$ 1,229,244	\$ 41,801

Revenues by Category

	FY2016 Actual	FY2017 Budget	FY2018 Proposed	FY2017-2018 Change
Fines Forfeitures and Penalties	\$ 9,050	\$ -	\$ -	\$ -
Total	\$ 9,050	\$ -	\$ -	\$ -

Personnel Expenditures

Job Number	Job Title / Wages	FY2016 Budget	FY2017 Budget	FY2018 Proposed	Salary Range	Total
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FTE, Salaries, and Wages

20001220	Executive Director	1.00	1.00	1.00	\$46,966 - \$172,744	\$ 150,610
20001234	Program Coordinator	1.00	1.00	1.00	23,005 - 137,904	70,000
20001222	Program Manager	3.00	3.00	3.00	46,966 - 172,744	306,100

FTE, Salaries, and Wages Subtotal		5.00	5.00	5.00		\$ 526,710
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	FY2016 Actual	FY2017 Budget	FY2018 Proposed	FY2017-2018 Change
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Fringe Benefits

Employee Offset Savings	\$ 12,610	\$ 12,722	\$ 10,701	\$ (2,021)
Flexible Benefits	46,599	56,864	69,707	12,843
Insurance	99	-	-	-
Long-Term Disability	1,561	1,588	-	(1,588)
Medicare	7,398	7,237	7,637	400
Other Post-Employment Benefits	29,680	29,575	30,025	450
Retiree Medical Trust	18	-	425	425
Retirement ADC	248,214	272,052	264,751	(7,301)
Risk Management Administration	5,053	5,110	5,060	(50)
Supplemental Pension Savings Plan	25,680	25,731	34,842	9,111
Unemployment Insurance	890	909	943	34
Workers' Compensation	1,156	2,496	4,284	1,788

Fringe Benefits Subtotal	\$ 378,958	\$ 414,284	\$ 428,375	\$ 14,091
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Total Personnel Expenditures	\$ 955,085			
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