

Ethics Commission



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Ethics Commission



Description

Founded in 2001, the Ethics Commission is an independent City entity responsible for monitoring, administering, and enforcing the City's governmental ethics, campaign, and lobbying laws. The Ethics Commission conducts audits and investigations, provides formal and informal advice to persons within its jurisdiction, conducts live training sessions, administers online training programs, and proposes reforms to the City's ethics laws. The Commission provides training to City officials, including elected officials and unclassified City employees, as well as candidates, campaigns, political committees, and lobbyists. For more information, please visit the Ethics Commission's website at www.sandiego.gov/ethics.

The vision is:

To advance the principles of open government, transparency, and an informed citizenry by monitoring compliance with City ethics laws, including the timely disclosure of required financial information by candidates, political committees, lobbyists, and City Officials.

The mission is:

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

Goals and Objectives

Goal 1: Educate City officials, unclassified employees, City candidates, campaigns, and lobbyists about the City's governmental ethics laws

- Provide prompt, informal advice regarding the City's ethics, campaign, and lobbying laws by telephone, email, and in person
- Provide live and online training courses for those within the Commission's jurisdiction, including City officials, unclassified employees, candidates, and lobbyists
- Prepare and disseminate educational materials, such as fact sheets and manuals, to assist compliance with local laws

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- Issue formal advisory opinions

Goal 2: *Ensure compliance with the City's governmental ethics laws through audits 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 committees 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

Budget Equity Impact Statement	
Budget Equity Lens Summary Base Budget	Budget Equity Lens Summary Budget Adjustment
<p><i>Is there an opportunity to adjust the department's ongoing Base Budget to address disparity?</i></p> <p>Yes</p> <p>Increased Staff Support for Education and Training: The Base Budget bolsters the Education and Training staff, by adding the new Legislative Program Manager position to assist in providing technical legal advice and education. This enhances the Commission's ability to provide advice and education to all in the regulated community. The Commission's goal is ensuring excellent and equitable education, training, and outreach to all who may benefit.</p>	<p><i>Do the Budget Adjustments address a disparity?</i></p> <p>No</p> <p>The Ethics Commission is not seeking a budget adjustment for Fiscal Year 2024.</p>

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Key Performance Indicators

Performance Indicator	FY2019 Actual	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY2023 Actual	Goal
Percentage of authorized investigations completed within 180 calendar days ¹	100.0%	90.0%	92.0%	63.0%	88.5%	90.0%
Percentage of authorized investigations completed within 360 calendar days ¹	100%	100%	100%	88%	100%	100%
Percentage of complaints reviewed within 30 calendar days	100%	100%	100%	100%	100%	100%
Percentage of educational materials updated within 30 days of legislative changes (both State and local)	100%	100%	100%	100%	100%	100%
Percentage of requests for technical assistance (informal advice regarding campaign, lobbying, and ethics laws) responded to within 24 hours	100%	100%	100%	100%	100%	100%

1. Complex investigations affect these percentages.

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Department Summary

	FY2022 Actual	FY2023 Budget	FY2024 Adopted	FY2023-2024 Change
FTE Positions (Budgeted)	6.00	6.00	6.00	0.00
Personnel Expenditures	\$ 1,082,662	\$ 1,234,993	\$ 1,363,977	\$ 128,984
Non-Personnel Expenditures	93,734	235,901	232,089	(3,812)
Total Department Expenditures	\$ 1,176,396	\$ 1,470,894	\$ 1,596,066	\$ 125,172
Total Department Revenue	\$ 8,603	\$ -	\$ -	-

General Fund

Department Expenditures

	FY2022 Actual	FY2023 Budget	FY2024 Adopted	FY2023-2024 Change
Ethics Commission	\$ 1,176,396	\$ 1,470,894	\$ 1,596,066	\$ 125,172
Total	\$ 1,176,396	\$ 1,470,894	\$ 1,596,066	\$ 125,172

Department Personnel

	FY2022 Budget	FY2023 Budget	FY2024 Adopted	FY2023-2024 Change
Ethics Commission	6.00	6.00	6.00	0.00
Total	6.00	6.00	6.00	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	\$ 128,984	\$ -
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	(209)	-
Support for Information Technology Adjustment to expenditure allocations according to an annual review of information technology funding requirements.	0.00	(3,603)	-
Total	0.00	\$ 125,172	\$ -

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Expenditures by Category

	FY2022 Actual	FY2023 Budget	FY2024 Adopted	FY2023-2024 Change
PERSONNEL				
Personnel Cost	\$ 610,537	\$ 766,179	\$ 837,964	\$ 71,785
Fringe Benefits	472,124	468,814	526,013	57,199
PERSONNEL SUBTOTAL	1,082,662	1,234,993	1,363,977	128,984
NON-PERSONNEL				
Supplies	\$ 5,081	\$ 9,456	\$ 9,107	(349)
Contracts & Services	49,932	174,074	174,214	140
<i>External Contracts & Services</i>	40,716	163,007	163,007	-
<i>Internal Contracts & Services</i>	9,216	11,067	11,207	140
Information Technology	31,573	47,371	43,768	(3,603)
Energy and Utilities	3,548	-	-	-
Other	3,600	5,000	5,000	-
NON-PERSONNEL SUBTOTAL	93,734	235,901	232,089	(3,812)
Total	\$ 1,176,396	\$ 1,470,894	\$ 1,596,066	\$ 125,172

Revenues by Category

	FY2022 Actual	FY2023 Budget	FY2024 Adopted	FY2023-2024 Change
Fines Forfeitures and Penalties	\$ 8,176	\$ -	\$ -	-
Other Revenue	427	-	-	-
Total	\$ 8,603	\$ -	\$ -	-

Personnel Expenditures

Job Number	Job Title / Wages	FY2022 Budget	FY2023 Budget	FY2024 Adopted	Salary Range	Total
FTE, Salaries, and Wages						
20001220	Executive Director	1.00	1.00	1.00	\$ 67,740 - 249,134	\$ 215,778
20001234	Program Coordinator	1.00	1.00	1.00	36,489 - 198,900	94,492
20001222	Program Manager	4.00	4.00	4.00	67,740 - 249,134	527,694
FTE, Salaries, and Wages Subtotal		6.00	6.00	6.00		\$ 837,964

	FY2022 Actual	FY2023 Budget	FY2024 Adopted	FY2023-2024 Change
Fringe Benefits				
Employee Offset Savings	\$ 8,500	\$ 8,833	\$ 9,633	\$ 800
Flexible Benefits	68,092	75,410	85,310	9,900
Long-Term Disability	2,684	2,681	2,960	279
Medicare	9,234	11,109	12,150	1,041
Other Post-Employment Benefits	32,699	34,134	34,134	-
Retiree Medical Trust	822	1,179	1,291	112
Retirement 401 Plan	-	1,280	5,168	3,888
Retirement ADC	293,425	274,009	344,943	70,934
Risk Management Administration	5,829	6,990	7,722	732
Supplemental Pension Savings Plan	47,010	49,290	19,266	(30,024)
Unemployment Insurance	915	973	957	(16)
Workers' Compensation	2,913	2,926	2,479	(447)
Fringe Benefits Subtotal	\$ 472,124	\$ 468,814	\$ 526,013	\$ 57,199
Total Personnel Expenditures			\$ 1,363,977	