

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 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. For more information concerning the Ethics Commission, please visit the Commission's website at www.sandiego.gov/ethics.

The 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.

The mission is:

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

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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 for City officials, candidates, and lobbyists

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	FY2019 Target	FY2019 Actual	FY2020 Target	FY2020 Actual	FY2021 Target
Percentage of authorized investigations completed within 180 calendar days	90%	100%	90%	90%	90%
Percentage of authorized investigations completed within 360 calendar days	100%	100%	100%	100%	100%
Percentage of complaints reviewed within 30 calendar days	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%
Percentage of requests for technical assistance (informal advice regarding campaign, lobbying, and ethics laws) responded to within 24 hours	100%	100%	100%	100%	100%

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Department Summary

	FY2019 Actual	FY2020 Budget	FY2021 Adopted	FY2020-2021 Change
FTE Positions (Budgeted)	5.00	5.50	6.25	0.75
Personnel Expenditures	\$ 937,512	\$ 1,030,248	\$ 1,091,289	\$ 61,041
Non-Personnel Expenditures	102,610	267,850	275,045	7,195
Total Department Expenditures	\$ 1,040,122	\$ 1,298,098	\$ 1,366,334	\$ 68,236
Total Department Revenue	\$ 30,548	\$ -	\$ -	\$ -

General Fund

Department Expenditures

	FY2019 Actual	FY2020 Budget	FY2021 Adopted	FY2020-2021 Change
Ethics Commission	\$ 1,040,122	\$ 1,298,098	\$ 1,366,334	\$ 68,236
Total	\$ 1,040,122	\$ 1,298,098	\$ 1,366,334	\$ 68,236

Department Personnel

	FY2019 Budget	FY2020 Budget	FY2021 Adopted	FY2020-2021 Change
Ethics Commission	5.00	5.50	6.25	0.75
Total	5.00	5.50	6.25	0.75

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.	0.50	\$ 130,012	\$ -
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	22,965	-
Pay-in-Lieu of Annual Leave Adjustments Adjustment to expenditures associated with projected compensation in-lieu of the use of annual leave.	0.00	(1,790)	-
Ethics Commission Director Succession Plan Addition of 1.00 Ethics Commission Director for succession planning.	0.25	(15,257)	-
Support for Information Technology Adjustment to expenditure allocations according to a zero-based annual review of information technology funding requirements.	0.00	(15,770)	-

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Significant Budget Adjustments

	FTE	Expenditures	Revenue
Reduction for Independent Departments	0.00	(51,924)	-
Reduction of personnel expenditures implemented based on a four percent reduction from the Department's Fiscal Year 2020 Adopted Budget.			
Total	0.75 \$	68,236 \$	-

Expenditures by Category

	FY2019 Actual	FY2020 Budget	FY2021 Adopted	FY2020-2021 Change
PERSONNEL				
Personnel Cost	\$ 574,745	\$ 655,207	\$ 716,683	61,476
Fringe Benefits	362,768	375,041	374,606	(435)
PERSONNEL SUBTOTAL	937,512	1,030,248	1,091,289	61,041
NON-PERSONNEL				
Supplies	\$ 5,184	\$ 9,824	\$ 9,841	17
Contracts	77,369	237,256	237,177	(79)
Information Technology	14,837	15,770	23,027	7,257
Energy and Utilities	1,570	-	-	-
Other	3,650	5,000	5,000	-
NON-PERSONNEL SUBTOTAL	102,610	267,850	275,045	7,195
Total	\$ 1,040,122	\$ 1,298,098	\$ 1,366,334	\$ 68,236

Revenues by Category

	FY2019 Actual	FY2020 Budget	FY2021 Adopted	FY2020-2021 Change
Charges for Services	\$ 10,328	\$ -	\$ -	-
Fines Forfeitures and Penalties	20,220	-	-	-
Total	\$ 30,548	\$ -	\$ -	-

Personnel Expenditures

Job Number	Job Title / Wages	FY2019 Budget	FY2020 Budget	FY2021 Adopted	Salary Range	Total
FTE, Salaries, and Wages						
20001220	Executive Director	1.00	1.00	1.25	\$ 50,128 - 184,332	\$ 207,565
20001234	Program Coordinator	1.00	1.00	1.00	28,080 - 147,160	80,392
20001222	Program Manager	3.00	3.50	4.00	50,128 - 184,332	464,078
	Adjust Budget To Approved Levels					(51,924)
	Vacation Pay In Lieu					16,572
FTE, Salaries, and Wages Subtotal		5.00	5.50	6.25		\$ 716,683

	FY2019 Actual	FY2020 Budget	FY2021 Adopted	FY2020-2021 Change
Fringe Benefits				
Employee Offset Savings	\$ 7,745	\$ 7,503	\$ 5,718	(1,785)
Flexible Benefits	72,705	79,294	90,096	10,802
Insurance	1,070	-	-	-
Long-Term Disability	-	-	2,610	2,610
Medicare	8,684	9,235	10,906	1,671

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	FY2019 Actual	FY2020 Budget	FY2021 Adopted	FY2020-2021 Change
Other Post-Employment Benefits	31,985	33,688	39,334	5,646
Retiree Medical Trust	449	614	1,034	420
Retirement ADC	194,916	187,451	153,449	(34,002)
Retirement DROP	3,677	4,294	4,509	215
Risk Management Administration	5,419	6,628	6,620	(8)
Supplemental Pension Savings Plan	34,577	43,673	57,589	13,916
Unemployment Insurance	959	981	1,158	177
Workers' Compensation	582	1,680	1,583	(97)
Fringe Benefits Subtotal	\$ 362,768	\$ 375,041	\$ 374,606	\$ (435)
Total Personnel Expenditures			\$ 1,091,289	



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