

Ethics Commission



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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 through the timely disclosure of 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 via telephone, email, and in person
- Issue formal advisory opinions
- Prepare and disseminate educational materials, such as fact sheets and manuals, to assist compliance with local laws

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- Provide live and online training courses for those within the Commission's jurisdiction, including City officials, unclassified employees, candidates, and lobbyists

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

Key Performance Indicators

Performance Indicator	FY2021 Target	FY2021 Actual	FY2022 Target	FY2022 Actual	FY2023 Target
Percentage of authorized investigations completed within 180 calendar days ¹	90%	92%	90%	63%	90%
Percentage of authorized investigations completed within 360 calendar days ¹	100%	100%	95%	88%	95%
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%

1. Complex investigations affect these percentages.

Department Summary

	FY2021 Actual	FY2022 Budget	FY2023 Adopted	FY2022-2023 Change
FTE Positions (Budgeted)	6.25	6.00	6.00	0.00
Personnel Expenditures	\$ 1,210,638	\$ 1,068,690	\$ 1,234,993	\$ 166,303
Non-Personnel Expenditures	96,399	223,984	235,901	11,917
Total Department Expenditures	\$ 1,307,037	\$ 1,292,674	\$ 1,470,894	\$ 178,220
Total Department Revenue	\$ 108,069	\$ -	\$ -	\$ -

General Fund

Department Expenditures

	FY2021 Actual	FY2022 Budget	FY2023 Adopted	FY2022-2023 Change
Ethics Commission	\$ 1,307,037	\$ 1,292,674	\$ 1,470,894	\$ 178,220
Total	\$ 1,307,037	\$ 1,292,674	\$ 1,470,894	\$ 178,220

Department Personnel

	FY2021 Budget	FY2022 Budget	FY2023 Adopted	FY2022-2023 Change
Ethics Commission	6.25	6.00	6.00	0.00
Total	6.25	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	\$ 166,303	\$ -
Support for Information Technology Adjustment to expenditure allocations according to a zero-based annual review of information technology funding requirements.	0.00	14,580	-
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	(2,663)	-
Total	0.00	\$ 178,220	\$ -

Expenditures by Category

	FY2021 Actual	FY2022 Budget	FY2023 Adopted	FY2022-2023 Change
PERSONNEL				
Personnel Cost	\$ 766,731	\$ 754,217	\$ 766,179	\$ 11,962

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Expenditures by Category

	FY2021 Actual	FY2022 Budget	FY2023 Adopted	FY2022-2023 Change
Fringe Benefits	443,907	314,473	468,814	154,341
PERSONNEL SUBTOTAL	1,210,638	1,068,690	1,234,993	166,303
NON-PERSONNEL				
Supplies	\$ 4,029	\$ 10,126	\$ 9,456	\$(670)
Contracts & Services	60,680	176,067	174,074	(1,993)
Information Technology	24,531	32,791	47,371	14,580
Energy and Utilities	2,882	-	-	-
Other	4,277	5,000	5,000	-
NON-PERSONNEL SUBTOTAL	96,399	223,984	235,901	11,917
Total	\$ 1,307,037	\$ 1,292,674	\$ 1,470,894	\$ 178,220

Revenues by Category

	FY2021 Actual	FY2022 Budget	FY2023 Adopted	FY2022-2023 Change
Fines Forfeitures and Penalties	\$ 108,069	\$ -	\$ -	-
Total	\$ 108,069	\$ -	\$ -	-

Personnel Expenditures

Job Number	Job Title / Wages	FY2021 Budget	FY2022 Budget	FY2023 Adopted	Salary Range	Total
FTE, Salaries, and Wages						
20001220	Executive Director	1.25	1.00	1.00	\$ 56,929 - 209,339	\$ 196,560
20001234	Program Coordinator	1.00	1.00	1.00	34,070 - 167,127	87,797
20001222	Program Manager	4.00	4.00	4.00	56,929 - 209,339	481,822
FTE, Salaries, and Wages Subtotal		6.25	6.00	6.00		\$ 766,179

	FY2021 Actual	FY2022 Budget	FY2023 Adopted	FY2022-2023 Change
Fringe Benefits				
Employee Offset Savings	\$ 7,849	\$ 2,796	\$ 8,833	6,037
Flexible Benefits	84,261	92,833	75,410	(17,423)
Insurance	727	-	-	-
Long-Term Disability	3,250	3,024	2,681	(343)
Medicare	11,721	10,936	11,109	173
Other Post-Employment Benefits	37,113	36,786	34,134	(2,652)
Retiree Medical Trust	745	818	1,179	361
Retirement 401 Plan	-	-	1,280	1,280
Retirement ADC	233,936	90,639	274,009	183,370
Retirement DROP	4,363	10,176	-	(10,176)
Risk Management Administration	6,095	6,366	6,990	624
Supplemental Pension Savings Plan	51,897	55,429	49,290	(6,139)
Unemployment Insurance	1,095	1,102	973	(129)
Workers' Compensation	853	3,568	2,926	(642)
Fringe Benefits Subtotal	\$ 443,907	\$ 314,473	\$ 468,814	\$ 154,341
Total Personnel Expenditures			\$ 1,234,993	