



Monthly Report

EDUCATION Program

The Ethics Office welcomed Hiroshi Ishikawa, who will serve as Ethics Educator, in a district temporary position. Ishikawa's professional and educational background includes the field of governmental ethics and water and roles with local government agencies, including the Los Angeles City Ethics Commission. Ishikawa will develop written educational materials and deliver live and online training for directors, employees, and other stakeholders.

Ethics staff presented an Ethics Office overview at new employee orientations hosted by Human Resources, held a tailored training session for a Human Resources workgroup, and issued its third Quarterly newsletter to employees.

COMPLIANCE Program

Form 700/Filing Officer Duties – Pursuant to state law and the Administrative Code, Compliance staff assisted directors and employees with their Annual, Assuming Office, and Leaving Office Form 700 filings. Assistance included transitioning into the new state filing system for certain officials, including directors, troubleshooting the electronic filing system, and notifications of deadlines. Staff also evaluated which new Metropolitan positions must file Form 700 and the appropriate level of disclosure for each position.

AB 1234 compliance – Managed AB 1234 state ethics training compliance for Metropolitan and Metropolitan officials required to take the biennial training. As of January 26, 2025, 50 Metropolitan officials have complied with this state ethics training requirement. Nineteen officials still need to take the training. Staff will continue efforts to seek 100% compliance from Metropolitan officials. As part of our continued transparency and compliance efforts, Directors' AB 1234 training certificates will soon be available on Metropolitan's website.

Staff also assisted on 55 compliance-related matters for Metropolitan Directors and staff.

ADVICE Program

Advice staff responded to 18 new advice matters for Metropolitan officials related to the following ethics laws and policies: conflicts of interest, financial disclosure, gifts, outside employment, and other ethics-related topics. Advice requested included:

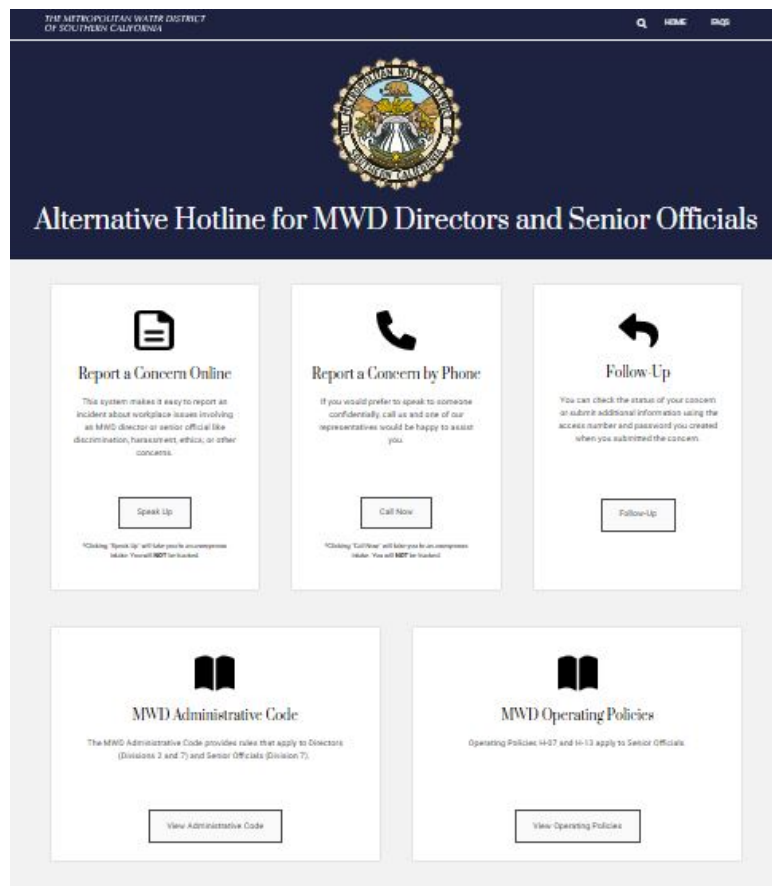
- Whether Metropolitan officials must disclose meals provided by other government agencies, severance payments from private employers, cryptocurrency, and other financial interests on Form 700.
- Whether several contractors' prior work on Metropolitan projects precluded them from obtaining additional contracts involving the same project.
- Whether an employee may accept outside employment where the employer's client is a government agency involved in projects with Metropolitan.

Staff also helped identify and advise on potential conflicts of interest in upcoming Committee and Board agenda items.

INVESTIGATION Program

New Alternative Reporting Hotline –

As directed by the Board of Directors, the Ethics Office established a new hotline for reporting concerns about Directors and Senior Officials as an alternative to filing complaints directly with the existing Ethics Office or EEO Office hotlines. Complaints submitted to the alternative hotline will be assessed by an outside law firm contracted by Metropolitan and routed to the appropriate Metropolitan office for investigation. Information on the alternative hotline can be found on the IntraMet home page.



Complaints – The Ethics Office received five new complaints involving the following allegations:

- Unfair hiring based on a protected class.
- Retaliation by a manager for reporting potential misconduct.
- Misuse of authority for personal gain by a manager.
- Discrimination and retaliation by Metropolitan officials.
- Prohibited outside employment activity by an employee.

Open Complaints and Investigations – As of January 31, 2025, the Investigations Program is managing a total of 17 open complaints and one open ethics investigation.

SNAPSHOT for January 2025

Advice Matters 18	Pending Complaints 17
Compliance Assistance 55	Investigations Opened 0
New Complaints Received 5	Pending Investigations 1

Mission

The Ethics Office promotes the highest standards of government integrity to support Metropolitan's mission through an independent and comprehensive program that enhances trust, transparency, and accountability for the benefit of the workforce and the public it serves.

Vision

Our vision is to be a leader in governmental ethics with an unparalleled commitment to supporting an ethical organizational culture.