



# Ethics Office Monthly Report

July 2022

## **POLICY**

Finalized proposed revisions to ethics-related provisions in the Administrative Code consistent with the California State Auditor's report of findings and recommendations. Solicited and responded to feedback from bargaining units and management.

## **CONTINUING EDUCATION**

Staff members attended the Council on Governmental Ethics Laws' mid-year session on governmental ethics. Topics included ethics advice, investigations, and policies on gifts, use of official position, outside employment, and recusal procedures.

## **COMPLIANCE**

Continued management of the Form 700 annual filing season, which began January 1, 2022 and ended April 1, 2022. To date, filings from one director and three employees are pending and 674 filings have been received and filed. Staff continues efforts to obtain full compliance for Metropolitan.

Assisted Board members and employees with Assuming Office and Leaving Office Form 700 filings. Assistance included troubleshooting the electronic filing system and notifications of deadlines.

Monitored the status of past due Assuming Office and Leaving Office Form 700 filings; sent notices to 10 current employees and two former employees and obtained compliance from seven current employees.

## **ADVICE**

Addressed 7 advice matters involving: conflicts of interest, financial disclosure,

political activities, and outside employment policies, and other ethics-related topics.

## **INVESTIGATIONS**

Received complaints alleging that: 1) Metropolitan officials discriminated against an employee based on a protected class; 2) An employee made discriminatory remarks about a Metropolitan official; and 3) An employee sexually harassed a coworker through their comments and actions. These complaints were referred to the EEO Office.

## **ETHICS OFFICER FINDINGS**

The Ethics Officer found that allegations that a manager misused their authority to influence a recruitment process for the personal gain of a relative were not substantiated by the facts. The investigation was conducted by Ethics Office staff and the findings were based on evidence that the manager did not influence the recruitment process in question.

The Ethics Officer found that allegations that a manager misused their authority for their own personal gain were not substantiated by the facts. The investigation was conducted by Ethics Office staff and the findings were based on evidence that the manager's alleged actions did not occur.

## **ADVICE AND INVESTIGATIVE DATA**

Advice Matters	7
Compliance Assistance	16
Complaints Received	3
Investigations Opened	0
Pending Investigations	1