



Annual Report to the Audit & Ethics Committee

Ethics Office
July 2020-June 2021

Presentation Roadmap

Annual Report: Fiscal Year 2020/21

- 1 Operational Priorities
- 2 Strategic Priorities
- 3 Board-Directed Priorities
- 4 Ethics Office Budget

Operational Priorities

Results

Operational Priorities



Advice



Education



Compliance



Policy



Investigations



Metrics

Advice



THE METROPOLITAN WATER DISTRICT
OF SOUTHERN CALIFORNIA

Conflicts Bulletin Preview

Please review the list of outside entities involved in the upcoming Committee and Board meetings. Contact the Ethics Office or General Counsel for advice if you:

- 1) Have a financial interest (such as income or investments) in any of the entities below; or
- 2) Have received or solicited campaign contributions or gifts from any of the entities below.

1

Individual Advice

2

Monthly Conflicts Bulletins

3

Requested FPPC Advice

Education

1

Individual Sessions with
New Form 700 Filers

3

Online Training for Form
700 Designated Filers

2

Provided Updates on State
Ethics Laws

Compliance

2020-2021 Statement of Economic Interests



Form 700

A Public Document

1

Filing Officer
Duties

3

Conflict of Interest
Code Review

2

AB 1234 State
Ethics Training

4

Monthly Conflicts
Screenings

Public Service Ethics Education Online Proof of Participation Certificate

Date of Completion: Sep 08, 2020

Training Time*: 2 hr. 55 min.

This course is an overview course on all public service ethics issues necessary to satisfy the requirements of Article 2.4 of Chapter 2 of Part 1 of Division 2 of Title 5 of the Government Code, including the following:

- Laws relating to personal financial gain by public servants, including, but not limited to, laws prohibiting bribery and conflict-of-interest laws.
- Laws relating to claiming perquisites ("perks") of office, including, but not limited to, gift and travel restrictions, prohibitions against the use of public resources for personal or political purposes, prohibitions against gifts of public funds, mass mailing restrictions, and prohibitions against acceptance of free or discounted transportation by transportation companies.
- Government transparency laws, including, but not limited to, financial interest disclosure requirements and open government laws.

Operational Priorities - Results

Policy



Administrative Code

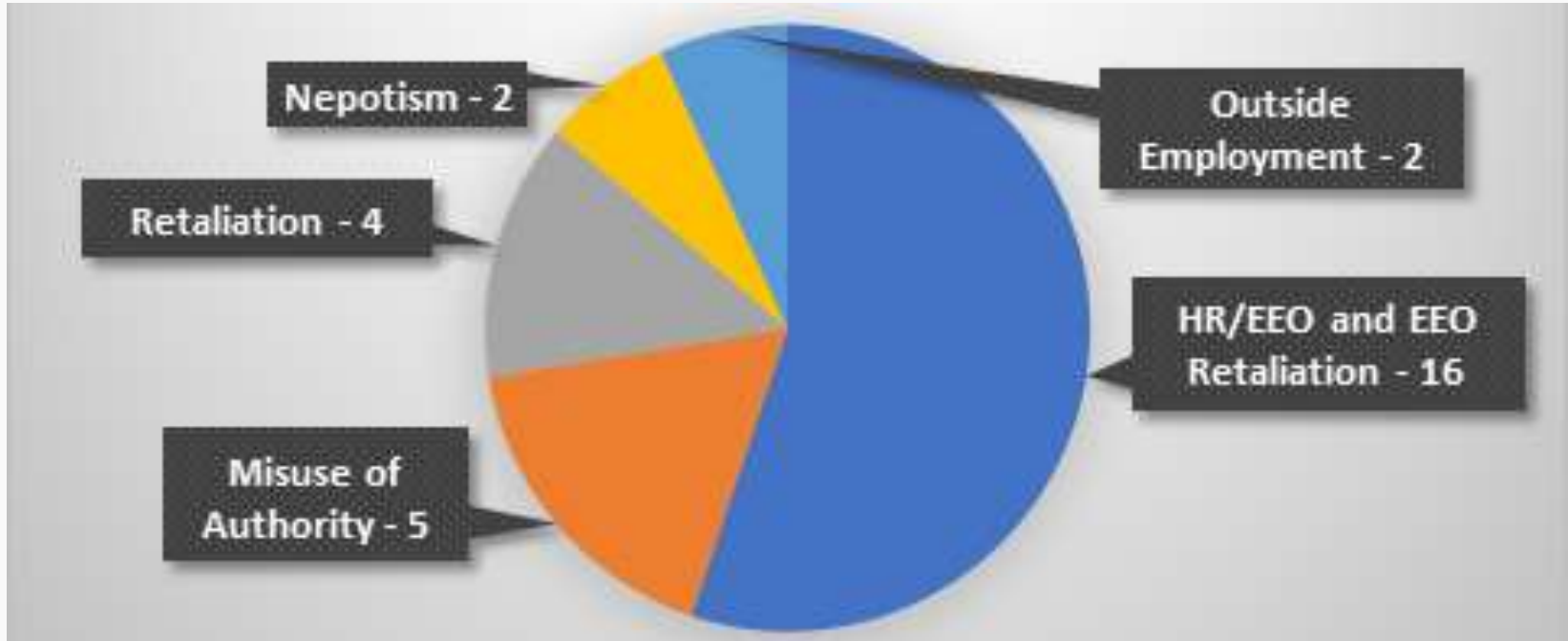
Monitored Best Practices

Considered Potential Ethics Rules

Operational Priorities - Results

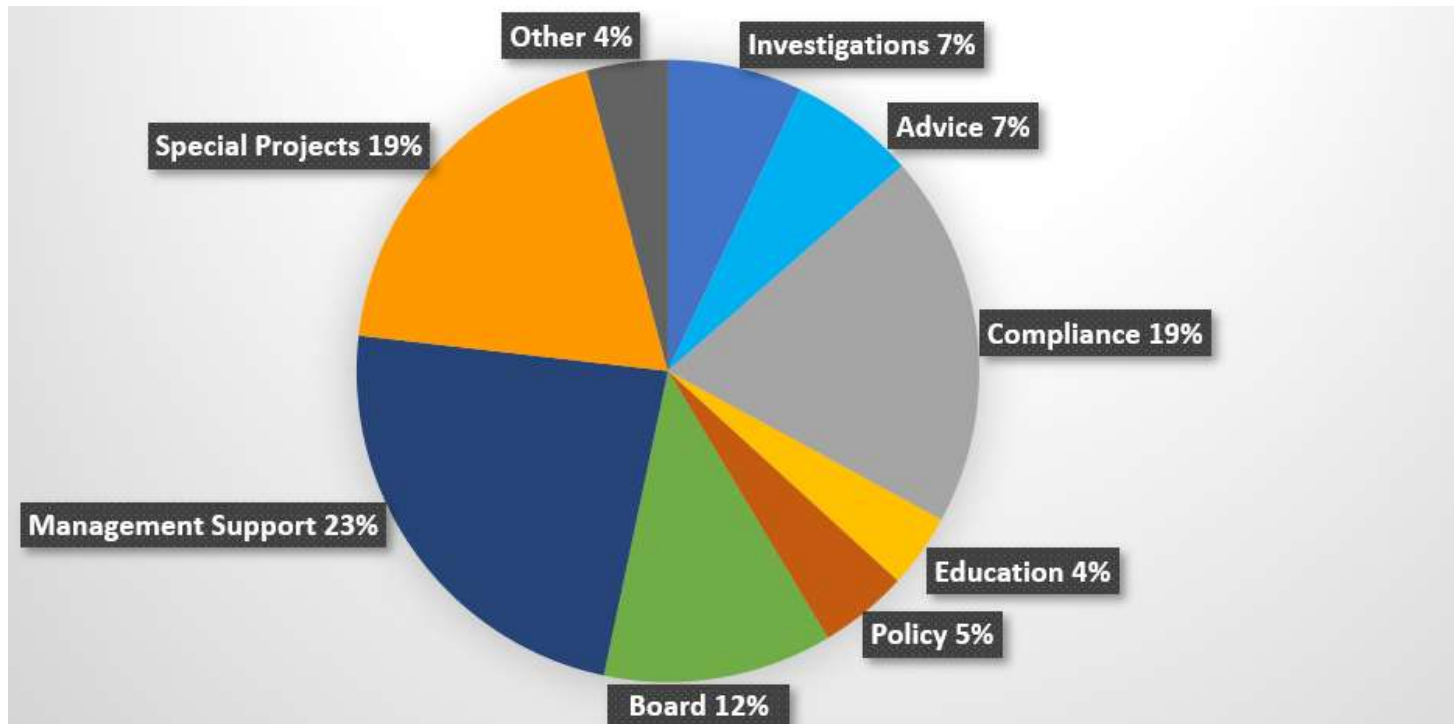
Investigations

29 Complaints



Operational Priorities - Results

Performance Metrics



Performance Metrics

Program Highlights

- Advice

161 Matters

- Compliance

884 Statements of Economic Interests
398 Technical Assistance Matters

- Investigations

2 Completed
2 Ongoing

Strategic Priorities

Results

Strategic Priorities



Education and Outreach



1

Online Learning

New employee orientation

Ethics Webinars:

- “Ethics Office Purpose and Services”
- “Ethics Rules at a Glance”

2

Focused Trainings

Live tailored trainings for:

- Aspiring managers
- Work groups

3

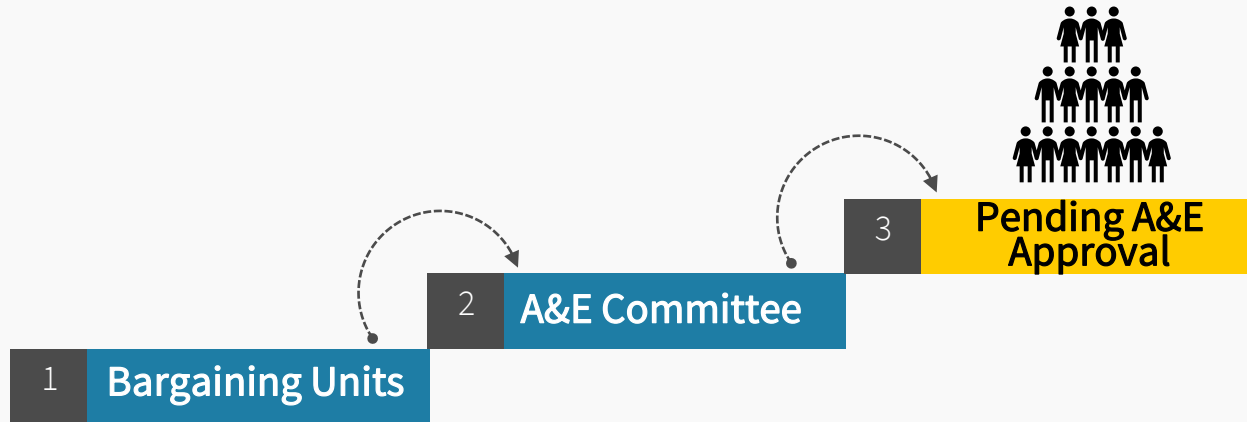
Engagement

Employee resource groups

“Ask the Ethics Officer” button on internal website

Online Ethics training library for employees

Administrative Code



Collaboration

- **Conferred** with Board Chair, A&E Committee Chair/Vice Chair on policy and operational matters
- **Informed** leadership of opportunities for organizational growth and risks
- **Collaborated** with Department Heads



Board-Directed Priorities

Independent Review

November 2020 – Board directed Ethics Officer to oversee a review of systemic EEO-related concerns:

- Contract administration, facilitation
- Resource allocation
- High employee engagement and trust
- 4 EEO investigations



THE METROPOLITAN WATER DISTRICT
OF SOUTHERN CALIFORNIA

BOARD
ACTION

• **Board of Directors**
Organization, Personnel and Technology Committee

11/10/2020 Board Meeting

8-2

Subject

Authorize and direct the Ethics Officer to enter into a contract with an outside legal counsel in an amount not-to-exceed \$200,000 to conduct an independent review of allegations of systemic Equal Employment Opportunity related discrimination, harassment, and retaliation, and related concerns; the General Manager has determined that the proposed actions are exempt or otherwise not subject to CEQA.

Ethics Office Budget

Budget

Fiscal Year Resources

- 5 Employees
- \$1,621,433 Annual Budget

