

FY 2017 - 18 Adopted Budget and Multi-Year Capital Plan

Commission on Ethics and Public Trust

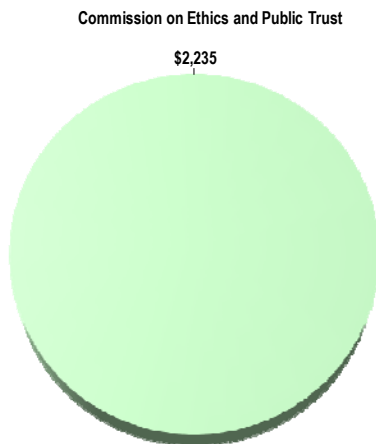
The Commission on Ethics and Public Trust (Ethics Commission) is an independent agency with advisory and quasi-judicial powers. The purpose of the Ethics Commission is to promote and enforce high standards of ethical conduct in government and to build and maintain confidence in public servants.

As part of the General Government strategic area, the Ethics Commission is dedicated to reinforcing public trust in the administration of government by informing the public and private sector about the Conflict of Interest and Code of Ethics laws and by seeking strict compliance with these laws. The Ethics Commission is authorized to investigate complaints and render advisory opinions related to the following County or municipal ordinances: Code of Ethics and Conflict of Interest, Lobbyist Registration and Reporting, Citizens' Bill of Rights, Ethical Campaign Practices, Whistleblowing, and the Public Service Honor Code. Community outreach and educational programs are also crucial components of the Ethics Commission's mission. The Ethics Commission hosts a wide array of programs to educate the public on issues concerning ethics, good governance, and accountability through town hall meetings, panel discussions, and training workshops, as well as local and national conferences and forums.

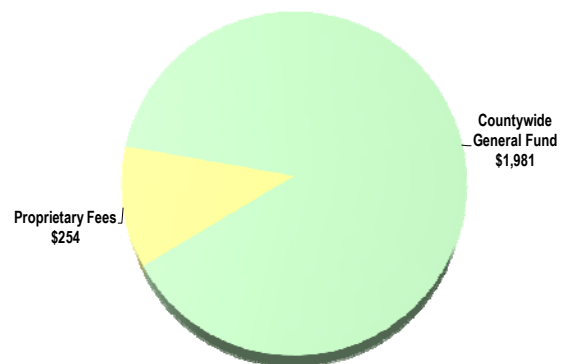
The Ethics Commission, by Board ordinance, has jurisdiction extending to municipalities within Miami-Dade County. Its jurisdiction also extends to certain lobbyists, contractors, and vendors.

FY 2017-18 Adopted Budget

Expenditures by Activity
(dollars in thousands)



Revenues by Source
(dollars in thousands)



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TABLE OF ORGANIZATION

<u>OFFICE OF THE EXECUTIVE DIRECTOR</u>	
<ul style="list-style-type: none"> • Provides administrative support to the Ethics Commission; recommends legislative and policy initiatives that promote ethical government and accountability; reviews ethics opinions recommended by the legal unit; supervises and participates in ethics training programs for public officials, employees, and candidates for elected office • Initiates and supervises community outreach and education programs • Provides training for government officials and personnel, candidates for office, students, and the business community regarding ordinances under the purview of the Ethics Commission and ethical practices in government • Responds to requests for advisory opinions and handles legal matters that may impact the operations of the Ethics Commission • Conducts investigations of official/employee misconduct in County and municipal governments 	
<u>FY 16-17</u>	<u>FY 17-18</u>
13	13

The FY 2017-18 total number of full-time equivalent positions is 14.6 FTE

FINANCIAL SUMMARY

(dollars in thousands)	Actual FY 14-15	Actual FY 15-16	Budget FY 16-17	Adopted FY 17-18
Revenue Summary				
General Fund Countywide	1,793	1,814	1,883	1,981
Carryover	153	303	244	119
Fees and Charges	103	61	65	65
Lobbyist Trust Fund	71	86	70	70
Total Revenues	2,120	2,264	2,262	2,235
Operating Expenditures				
Summary				
Salary	1,274	1,403	1,447	1,593
Fringe Benefits	348	389	445	482
Court Costs	0	0	0	0
Contractual Services	1	1	1	1
Other Operating	166	120	131	130
Charges for County Services	25	29	233	24
Capital	3	2	5	5
Total Operating Expenditures	1,817	1,944	2,262	2,235
Non-Operating Expenditures				
Summary				
Transfers	0	0	0	0
Distribution of Funds In Trust	0	0	0	0
Debt Service	0	0	0	0
Depreciation, Amortizations and Depletion	0	0	0	0
Reserve	0	0	0	0
Total Non-Operating Expenditures	0	0	0	0

(dollars in thousands)	Total Funding		Total Positions	
Expenditure By Program	Budget FY 16-17	Adopted FY 17-18	Budget FY 16-17	Adopted FY 17-18
Strategic Area: General Government				
Commission on Ethics and Public Trust	2,262	2,235	13	13
Total Operating Expenditures	2,262	2,235	13	13

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SELECTED ITEM HIGHLIGHTS AND DETAILS

Line Item Highlights	(dollars in thousands)				
	Actual FY 14-15	Actual FY 15-16	Budget FY 16-17	Actual FY 16-17	Budget FY 17-18
Advertising	2	0	3	0	0
Fuel	1	1	1	1	1
Overtime	0	0	0	0	0
Rent	92	97	95	94	101
Security Services	1	1	1	0	1
Temporary Services	0	0	0	0	0
Travel and Registration	2	3	5	2	5
Utilities	7	3	7	14	4

DIVISION: COMMISSION ON ETHICS AND PUBLIC TRUST

The Commission on Ethics and Public Trust promotes and enforces high standards of ethical conduct in government and builds and maintains confidence in public servants

- Recommends legislative and policy initiatives that promote ethical government and accountability; liaises with the community through outreach activities, including speeches, media events, reports, and publications
- Tries cases before the Ethics Commission and refers cases for criminal prosecution or other disposition(s) with appropriate agencies
- Responds to requests for advisory opinions by officials, employees, and contractors under the authority of the Ethics Commission
- Conducts investigations of official and/or employee misconduct in County and municipal governments and processes complaints that are filed by the general public to be heard by the Ethics Commission
- Provides training for government officials and personnel, candidates for office, students, and the business community regarding ordinances under the purview of the Ethics Commission and ethical practices in government

Strategic Objectives - Measures

- GG1-3: Foster a positive image of County government

Objectives	Measures			FY 14-15	FY 15-16	FY 16-17	FY 16-17	FY 17-18
				Actual	Actual	Budget	Actual	Target
Improve the image of County Government	Number of complaints filed*	IN	↔	43	40	50	29	40
	Number of requests for opinions and inquiries filed	IN	↔	356	292	350	386	375
	Number of investigations handled**	OP	↔	244	108	195	83	100
	Number of Lobbyist Appeals	IN	↔	90	45	45	55	45
	Number of Ethics trainings and workshops	OP	↔	402	379	425	389	425
	Percentage of employees trained within the past three years***	OC	↑	N/A	95%	100%	97%	100%

*The FY 2016-17 Actual reflects efforts in educating the public of what falls under the purview of the Commission on Ethics and Public Trust.

** The number of investigations handled is directly related to the number of investigators on staff and opinions/inquires received in a fiscal year; in addition, during FY 2016-17 a more stringent criterion has been applied when determining if a formal investigation should be opened; as a result, the target for FY 2017-18 has been adjusted accordingly.

***This is a new measure established during FY 2015-16.

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ADDITIONAL INFORMATION

- The Ethics Commission staff will continue providing ethics training, opinions and enforcement of the provisions of the Miami-Dade Ethics Code, Citizens' Bill of Rights, Ethical Campaign Practices Ordinance, and Public Service Honor Code; Commission staff will continue to hold regularly-scheduled training for elected officials, public employees, advisory board members, lobbyists, and candidates for public office
- The Ethics Commission will continue to promote the Public Service Honor Code adopted by the Board of County Commissioners and promote its adoption in all municipalities within Miami-Dade County; the same will occur once the proposed Civility Oath for elected officials is adopted
- By virtue of a citizens' referendum voted on in November 2016, the Ethics Commission now has the authority and jurisdiction to enforce the State of Florida Public Records Act through the Miami-Dade County Citizens' Bill of Rights
- The Ethics Commission staff conducted its 6th Annual Ethical Governance Day during October 2017, the event places hundreds of volunteer speakers throughout high school classrooms in the County to address students on citizenship ethics; in addition, Ethics Commission staff will continue its involvement with a special student academy program for high school students throughout the County, as well as continue ongoing student internships for students at local high schools and law schools; the staff plans to revive the Model Student Ethics program at selected local schools
- The Ethics Commission will continue to pursue legislative changes to strengthen County ordinances and rules to promote greater accountability and transparency
- The Ethics Commission investigative unit will continue to work cooperatively with the Office of Inspector General, State Attorney's Office, and other criminal law enforcement agencies in ferreting out corruption in government
- The Ethics Commission staff will continue to plan conferences, luncheons and outreach events to educate and inform public officials, as well as the general public, on ethics-related issues
- The Ethics Commission will continue to issue public reports based on its investigations of ethical issues in local government, including recommendations for improving ethical conduct by public officials and employees
- The FY 2017-18 Adopted Budget includes a transfer of \$70,000, as required under Ordinance 10-56, from the Office of the Clerk Lobbyist Trust Fund to support ethics training and conference expenditures including but not limited to educational materials, food and non-alcoholic beverages, and personnel expenditures