

# FY 2021 - 22 Proposed Budget and Multi-Year Capital Plan

## Commission on Ethics and Public Trust

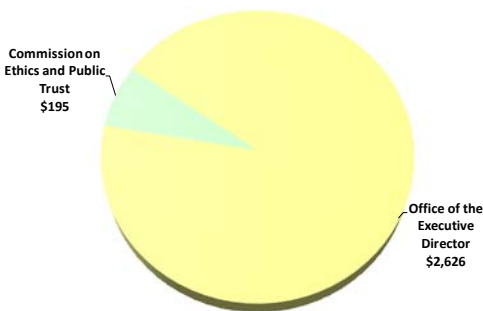
The Commission on Ethics and Public Trust (Ethics Commission) is an independent agency with advisory and quasi-judicial powers. The purpose of the Ethics Commission is to promote and enforce high standards of ethical conduct in government and to build and maintain confidence in public servants.

As part of the General Government strategic area, the Ethics Commission is dedicated to reinforcing public trust in the administration of government by informing County and municipal elected officials, employees, the public and the private sector about the County Conflict of Interest and Code of Ethics Ordinance (County Ethics Code). The Ethics Commission is authorized to investigate complaints and render advisory opinions related to the following County or municipal legislation: the County Ethics Code including sections related to Lobbyist Registration and Cone of Silence, the Citizens' Bill of Rights, Ethical Campaign Practices, the Employee Protection Ordinance and the Public Service Honor Code. It also provides guidance on State of Florida Public Records and Government in the Sunshine laws. Community outreach and educational programs are 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.

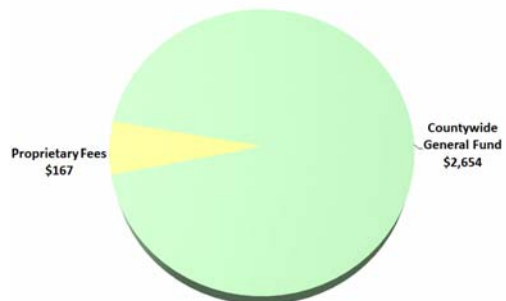
The Ethics Commission, by Board ordinance, has jurisdiction extending to municipalities within Miami-Dade County. Its jurisdiction also extends to certain lobbyists, contractors and vendors. The Ethics Commission works closely with the Office of the Inspector General and the State Attorney's Office, as well as other criminal law enforcement agencies.

## FY 2021-22 Proposed Operating 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>	
Provides administrative support to the Ethics Commission; recommends legislative and policy initiatives that promote ethical government and accountability; issues and approves ethics opinions; supervises and participates in ethics training programs for public officials, employees and candidates for elected office.	
<u>FY 20-21</u>	<u>FY 21-22</u>
16	16

The FY 2021-22 total number of full-time equivalent positions is 16

## FY 2021 - 22 Proposed Budget and Multi-Year Capital Plan

### **DIVISION: OFFICE OF THE EXECUTIVE DIRECTOR**

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.

- 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
- Manages, assigns and reviews enforcement actions undertaken by the Ethics Commission investigators and the Commission Advocate
- 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
- 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
- Responds to requests for advisory opinions by officials, employees and contractors under the authority of the Ethics Commission
- Responsible for the day-to-day operation of the agency including budget and personnel functions
- Tries cases before the Ethics Commission and refers cases for criminal prosecution or other disposition(s) with appropriate agencies

### **Key Department Measures, Strategic Objectives, and Resiliency Drivers**

Measures	SO	RD	Type	Good	FY 18-19	FY 19-20	FY 20-21	FY 20-21	FY 21-22
					Actual	Actual	Budget	Projection	Target
Number of complaints filed	GG1-2	LS-2	IN	↔	52	52	50	40	50
Number of requests for opinions and inquiries filed*	GG1-2	LS-2	IN	↔	350	155	200	200	200
Number of investigations handled	GG1-2	LS-2	OP	↔	125	144	130	130	130
Number of Hotline, Mailbox and General Inquiries Responses	GG1-2	LS-2	OP	↔	N/A	300	250	300	350
Number of Ethics trainings and workshops	GG1-2	LS-2	OP	↔	400	70	100	100	120
Percentage of County employees trained within the past three years	GG1-2	LS-2	OC	↑	100%	100%	100%	100%	100%

\* FY 2018-19 Actual shown is an estimate; informal e-mail ethics “opinions” are no longer provided by the Commission on Ethics and all opinions are now issued in a formal hard-copy legal memorandum format; e-mail ethics guidance or exchanges between COE staff and requesting parties are no longer included in opinion totals; this new methodology is reflected for FY 2019-20 and after

### **ADDITIONAL INFORMATION**

- The FY 2021-22 Proposed 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

## FY 2021 - 22 Proposed Budget and Multi-Year Capital Plan

### SELECTED ITEM HIGHLIGHTS AND DETAILS

Line Item Highlights	(dollars in thousands)				
	Actual FY 18-19	Actual FY 19-20	Budget FY 20-21	Projection FY 20-21	Proposed FY 21-22
Advertising	0	0	0	0	0
Fuel	0	0	0	0	0
Overtime	0	0	0	0	0
Rent	96	97	0	0	0
Security Services	1	1	1	0	1
Temporary Services	0	0	0	0	0
Travel and Registration	1	1	3	0	2
Utilities	19	13	11	11	8

### OPERATING FINANCIAL SUMMARY

(dollars in thousands)	Actual FY 18-19	Actual FY 19-20	Budget FY 20-21	Proposed FY 21-22
<b>Revenue Summary</b>				
General Fund Countywide	2,162	2,317	2,404	2,654
Carryover	18	76	0	0
Fees and Charges	151	91	97	97
Lobbyist Trust Fund	118	116	70	70
Total Revenues	2,449	2,600	2,571	2,821
<b>Operating Expenditures Summary</b>				
Salary	1,589	1,718	1,824	1,990
Fringe Benefits	545	573	623	670
Contractual Services	2	1	1	1
Other Operating	173	103	81	109
Charges for County Services	61	97	37	46
Capital	1	3	5	5
Total Operating Expenditures	2,371	2,495	2,571	2,821
<b>Non-Operating Expenditures Summary</b>				
Transfers	1	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	1	0	0	0

(dollars in thousands)	Total Funding		Total Positions	
	Budget FY 20-21	Proposed FY 21-22	Budget FY 20-21	Proposed FY 21-22
<b>Expenditure By Program</b>				
<b>Strategic Area: General Government</b>				
Commission on Ethics and Public Trust	167	195	0	0
Office of the Executive Director	2,404	2,626	16	16
Total Operating Expenditures	2,571	2,821	16	16