

# FY 2016 - 17 Adopted Budget and Multi-Year Capital Plan

## Commission on Ethics and Public Trust

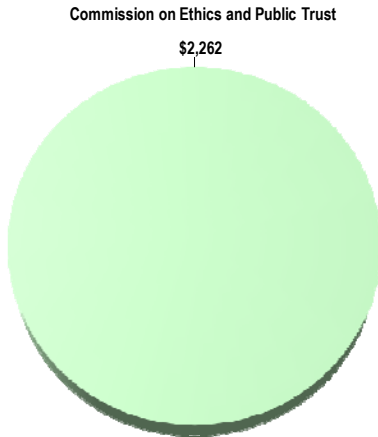
The Commission on Ethics and Public Trust (Ethics Commission) is an independent agency with advisory and quasi-judicial powers. The purpose of the Ethics Commission is to promote and enforce high standards of ethical conduct in government and to build and maintain confidence in public servants.

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, and Whistleblowing. 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.

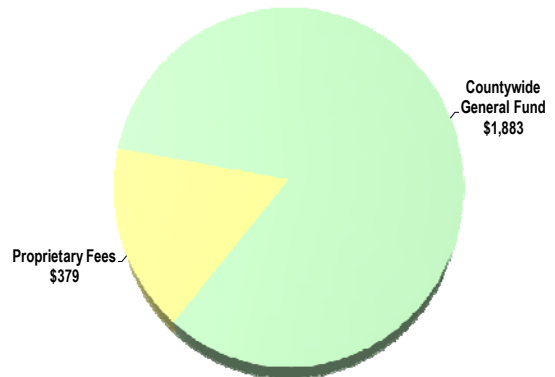
The Ethics Commission, by Board ordinance, has jurisdiction extending to municipalities within Miami-Dade County. Its jurisdiction also extends to certain lobbyists, contractors, and vendors.

### FY 2016-17 Adopted Budget

**Expenditures by Activity**  
(dollars in thousands)



**Revenues by Source**  
(dollars in thousands)



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### TABLE OF ORGANIZATION

#### OFFICE OF THE EXECUTIVE DIRECTOR

- 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
- 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

FY 15-16  
14

FY 16-17  
13

The FY 2016-17 total number of full-time equivalent positions is 14.6 FTE

## FY 2016 - 17 Adopted Budget and Multi-Year Capital Plan

### FINANCIAL SUMMARY

(dollars in thousands)	Actual FY 13-14	Actual FY 14-15	Budget FY 15-16	Adopted FY 16-17
<b>Revenue Summary</b>				
General Fund Countywide	1,717	1,793	1,872	1,883
Carryover	136	153	143	244
Fees and Charges	41	103	55	65
Lobbyist Trust Fund	125	71	70	70
Total Revenues	2,019	2,120	2,140	2,262
<b>Operating Expenditures Summary</b>				
Salary	1,347	1,274	1,426	1,447
Fringe Benefits	314	348	388	445
Court Costs	0	0	0	0
Contractual Services	1	1	1	1
Other Operating	178	166	156	131
Charges for County Services	24	25	165	233
Capital	2	3	4	5
Total Operating Expenditures	1,866	1,817	2,140	2,262
<b>Non-Operating Expenditures Summary</b>				
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 15-16	Adopted FY 16-17	Budget FY 15-16	Adopted FY 16-17
<b>Strategic Area: General Government</b>				
Commission on Ethics and Public Trust	2,140	2,262	14	13
Total Operating Expenditures	2,140	2,262	14	13

### SELECTED ITEM HIGHLIGHTS AND DETAILS

Line Item Highlights	(dollars in thousands)				
	Actual FY 13-14	Actual FY 14-15	Budget FY 15-16	Actual FY 15-16	Budget FY 16-17
Advertising	0	2	0	0	3
Fuel	1	1	1	1	1
Overtime	0	0	0	0	0
Rent	92	92	97	97	95
Security Services	0	1	0	1	1
Temporary Services	0	0	0	0	0
Travel and Registration	4	2	5	3	5
Utilities	10	7	12	3	7

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### **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 13-14	FY 14-15	FY 15-16	FY 15-16	FY 16-17
				Actual	Actual	Budget	Actual	Target
Improve the image of County Government	Number of complaints filed	IN	↔	55	43	50	40	50
	Number of requests for opinions and inquiries filed	IN	↔	361	356	399	292	350
	Number of investigations handled*	OP	↔	201	244	180	108	195
	Number of Ethics trainings and workshops	OP	↔	410	402	425	379	425
	Number of Lobbyist Appeals**	IN	↔	48	90	15	45	45
	Percentage of employees who have been trained within the past three years***	OC	↑	N/A	N/A	100%	95%	100%

\* The number of investigations handled is directly related to the number of investigators on staff and opinions/inquires received in a fiscal year.

\*\* Due to change in County Code that revised expenditure reporting requirements, the projection and target for lobbyist appeals has been adjusted.

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

#### **ADDITIONAL INFORMATION**

- The Ethics commission will continue providing special training, opinions and enforcement of the Public Service Honor Code, a policy proposed by the Ethics Commission and adopted by the County Commission in FY 2015-16; the policy requires County personnel to adhere to a higher ethical standard in monitoring their workplaces for wrongdoing, reporting corrupt activity and cooperating with investigating agencies
- Each year the Ethics Commission conducts Ethical Governance Day, which involves placing hundreds of volunteer speakers in high school classrooms in the County to address students on citizenship ethics
- The FY 2016-17 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
- In FY 2016-17, the Ethics Commission will continue to hold workshops for both County and municipal board members and executives of non-profit agencies receiving funding, as well as students and candidates for elected office
- The Ethics Commission will continue to pursue legislative changes to strengthen County ordinances and rules to promote greater accountability and transparency
- The FY 2016-17 Adopted Budget includes the reduction of a full-time Deputy General Counsel position and the addition of a part-time staff attorney position (0.8 FTE)