Ethics Commission

MISSION STATEMENT

The mission of the Ethics Commission is to enforce the Montgomery County Code of Ethics by ensuring the ethical conduct of individuals who serve the County government.

BUDGET OVERVIEW

The total recommended FY09 Operating Budget for the Ethics Commission is $264,310, an increase of $27,900 or 11.8 percent from the FY08 Approved Budget of $236,410. Personnel Costs comprise 98.7 percent of the budget for three full-time positions for three workyears. Operating Expenses account for the remaining 1.3 percent of the FY09 budget.

LINKAGE TO COUNTY RESULT AREAS

While this program area supports all eight of the County Result Areas, the following are emphasized:

❖ ***A Responsive, Accountable County Government***

PERFORMANCE MEASURES

This table presents what the department estimates and projects will be the FY08 through FY10 data for its performance measures if there are no changes in funding.

Measure	Actual FY06	Actual FY07	Estimated FY08	Projected FY09	Projected FY10
Training sessions conducted	35	32	55	65	70
Citations issued to delinquent financial disclosure filers	15	11	50	20	20
Financial disclosure statements processed	1,853	1929	2020	2050	2060
Lobbyist activity report filed	175	216	275	300	350
Lobbyists registrations processed	125	207	275	300	350
Outside employment requests received and granted	750	1052	1080	1100	1150
Waiver requests reviewed and approved	8	2	5	5	8
Complaints received and investigated	3	3	3	5	7
Average turnaround time for processing routine requests (days)	10	10	13	15	15

ACCOMPLISHMENTS AND INITIATIVES

❖ ***The Commission will do the following: (1) develop a training program for employees who must complete the Financial Disclosure Statements; (2) develop a training program for all department directors who review Financial Disclosure Statements; (3) establish a lobbying fee to charge lobbyists for this activity; and (4) revise the website for the library.***

❖ ***Productivity Improvements***

- ***Future improvements to the a Financial Disclosure System (FDS) will enable the system to notify OHR, the Department of Finance and Commission staff when an employee is to submit a Financial Disclosure Statement when first hired and when the employee terminates his/her service from the County. This will reduce the number of citations that are issued to employees for not completing the Statements.***

- ***The Ethics Commission's staff will provide weekly website updates for registered lobbyists and for employees that have been cited for neglecting to file the financial disclosures.***

PROGRAM CONTACTS

Contact Barbara McNally of the Ethics Commission at 240.777.6670 or Phil Weeda of the Office of Management and Budget at 240.777.2778 for more information regarding this department's operating budget.

PROGRAM DESCRIPTIONS

Ethics Program Compliance

The Ethics Commission administers the County's Code of Ethics by encouraging and enforcing compliance and ensuring the ethical conduct of employees of the Executive Branch, County Council, selected Boards and Commissions, the Revenue Authority, Housing Opportunities Commission, Fire Corporations, and Rescue Squads. The Commission also serves in an advisory capacity to the Washington Suburban Transit Commission. The compliance goal is achieved through the following activities:

Education – the Ethics Commission provides ethics education and training for County officials and employees and provides computer access to all reporting forms required under the Ethics law.

Financial Disclosure – the Ethics law requires specific public officials and employees to disclose financial information to avoid potential conflicts of interest.

Lobbying Registration – requires lobbyists to register and report lobbying activities involving the County government when income or expenditures exceed $500.

Outside Employment – requires employees and officials to obtain approval from the Commission to be engaged in outside employment.

BUDGET SUMMARY

	Actual FY07	Budget FY08	Estimated FY08	Recommended FY09	% Chg Bud/Rec
COUNTY GENERAL FUND					
EXPENDITURES					
Salaries and Wages	172,041	158,420	158,420	183,660	15.9%
Employee Benefits	69,128	68,160	68,160	77,180	13.2%
County General Fund Personnel Costs	***241,169***	***226,580***	***226,580***	***260,840***	***15.1%***
Operating Expenses	13,863	9,830	5,100	3,470	-64.7%
Capital Outlay	0	0	0	0	—
County General Fund Expenditures	***255,032***	***236,410***	***231,680***	***264,310***	***11.8%***
PERSONNEL					
Full-Time	1	1	1	3	200.0%
Part-Time	2	2	2	0	—
Workyears	2.6	2.6	2.6	3.0	15.4%
REVENUES					
Lobbying Registration Fees As Permitted By Law	0	0	0	25,500	—
County General Fund Revenues	***0***	***0***	***0***	***25,500***	—

FY09 RECOMMENDED CHANGES

	Expenditures	WYs
COUNTY GENERAL FUND		
FY08 ORIGINAL APPROPRIATION	**236,410**	**2.6**
Other Adjustments (with no service impacts)		
Increase Cost: General Wage and Service Increment Adjustments	11,160	0.0
Increase Cost: Program Specialist II to full-time Position	10,470	0.2
Increase Cost: Part-time PAA to full-time Position	7,200	0.2
Increase Cost: Group Insurance Adjustment	2,310	0.0
Increase Cost: Annualization of FY08 Service Increment	2,030	0.0
Increase Cost: Retirement Adjustment	1,090	0.0
Increase Cost: Printing and Mail Adjustments	90	0.0
Increase Cost: Central Duplicating Deficit Recovery Charge	10	0.0
Decrease Cost: Communication Expenses	-1,000	0.0
Decrease Cost: Dues and Membership Expenses	-2,700	0.0
Decrease Cost: Office Supplies	-2,760	0.0
FY09 RECOMMENDED:	**264,310**	**3.0**

FUTURE FISCAL IMPACTS

Title	CE REC. FY09	FY10	FY11	($000's) FY12	FY13	FY14
This table is intended to present significant future fiscal impacts of the department's programs.						
COUNTY GENERAL FUND						
Expenditures						
FY09 Recommended	**264**	**264**	**264**	**264**	**264**	**264**
No inflation or compensation change is included in outyear projections.						
Labor Contracts	**0**	**12**	**13**	**13**	**13**	**13**
These figures represent the estimated cost of general wage adjustments, service increments, and associated benefits.						
Subtotal Expenditures	***264***	***276***	***277***	***277***	***277***	***277***