

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 approved FY10 Operating Budget for the Ethics Commission is \$272,390, an increase of \$8,080 or 3.1 percent from the FY09 Approved Budget of \$264,310. 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 FY10 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***

DEPARTMENT PERFORMANCE MEASURES

This table presents the department's headline measures or submeasures including projections from FY09 through FY11. These estimates reflect funding based on the FY09 savings plan, the FY10 budget, and funding for comparable service levels in FY11.

Measure	Actual FY07	Actual FY08	Estimated FY09	Approved FY10	Projected FY11
Program Measures					
Average turnaround time for processing routine requests (days)	10	13	15	15	15
Citations issued to delinquent financial disclosure filers	11	50	20	20	20
Complaints received and investigated	3	3	5	7	7
Financial disclosure statements processed	1,929	2,020	2,050	2,060	2,060
Lobbyist activity report filed	216	275	300	350	350
Lobbyists registrations processed	207	275	300	350	350
Outside employment requests received and granted	1,052	1,080	1,100	1,150	1,150
Training sessions conducted	32	55	65	70	70
Waiver requests reviewed and approved	2	5	5	8	8

ACCOMPLISHMENTS AND INITIATIVES

- ❖ ***The Commission established a lobbying fee of \$125 that is charged to all registered lobbyists.***
- ❖ ***Commission staff has worked with the Office of Human Resources and the Department of Technology Services to create an electronic reporting system to ensure employees file the Financial Disclosure Forms on a timely basis.***

PROGRAM CONTACTS

Contact Barbara McNally of the Ethics Commission at 240.777.6670 or Phil Weeda of the Office of Management and Budget at 240.777.2780 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 FY08	Budget FY09	Estimated FY09	Approved FY10	% Chg Bud/App
COUNTY GENERAL FUND					
EXPENDITURES					
Salaries and Wages	190,938	183,660	193,590	184,990	0.7%
Employee Benefits	73,565	77,180	77,370	83,930	8.7%
County General Fund Personnel Costs	264,503	260,840	270,960	268,920	3.1%
Operating Expenses	11,977	3,470	7,450	3,470	—
Capital Outlay	0	0	0	0	—
County General Fund Expenditures	276,480	264,310	278,410	272,390	3.1%
PERSONNEL					
Full-Time	1	3	3	3	—
Part-Time	2	0	0	0	—
Workyears	2.6	3.0	3.0	3.0	—
REVENUES					
Lobbying Registration Fees As Permitted By Law	0	25,500	25,500	25,500	—
County General Fund Revenues	0	25,500	25,500	25,500	—

FY10 APPROVED CHANGES

	Expenditures	WYs
COUNTY GENERAL FUND		
FY09 ORIGINAL APPROPRIATION	264,310	3.0
<u>Other Adjustments (with no service impacts)</u>		
Increase Cost: Retirement Adjustment [Ethics Program Compliance]	6,450	0.0
Increase Cost: Service Increment [Ethics Program Compliance]	1,840	0.0
Decrease Cost: Group Insurance Adjustment [Ethics Program Compliance]	-210	0.0
FY10 APPROVED:	272,390	3.0