Office of Ethics and Accountability

Prince George's County Council Government Operations and Fiscal Policy Committee Briefing 2/14/19

Agenda

- Introduction of Ethics and Accountability

- Data

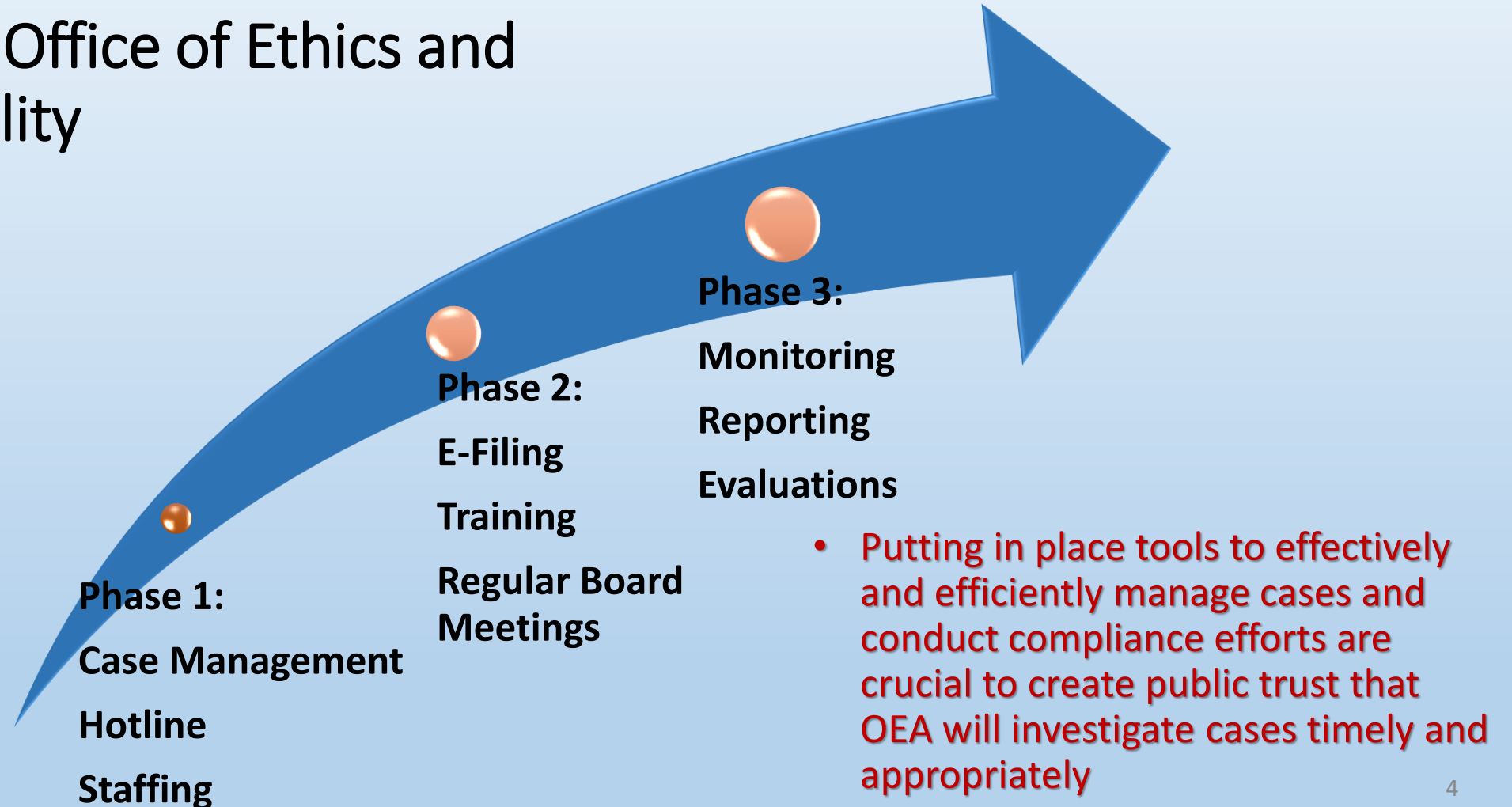- FY 2018 Accomplishments

- Goals

Mission Statement

- Promote public trust in County Government through:

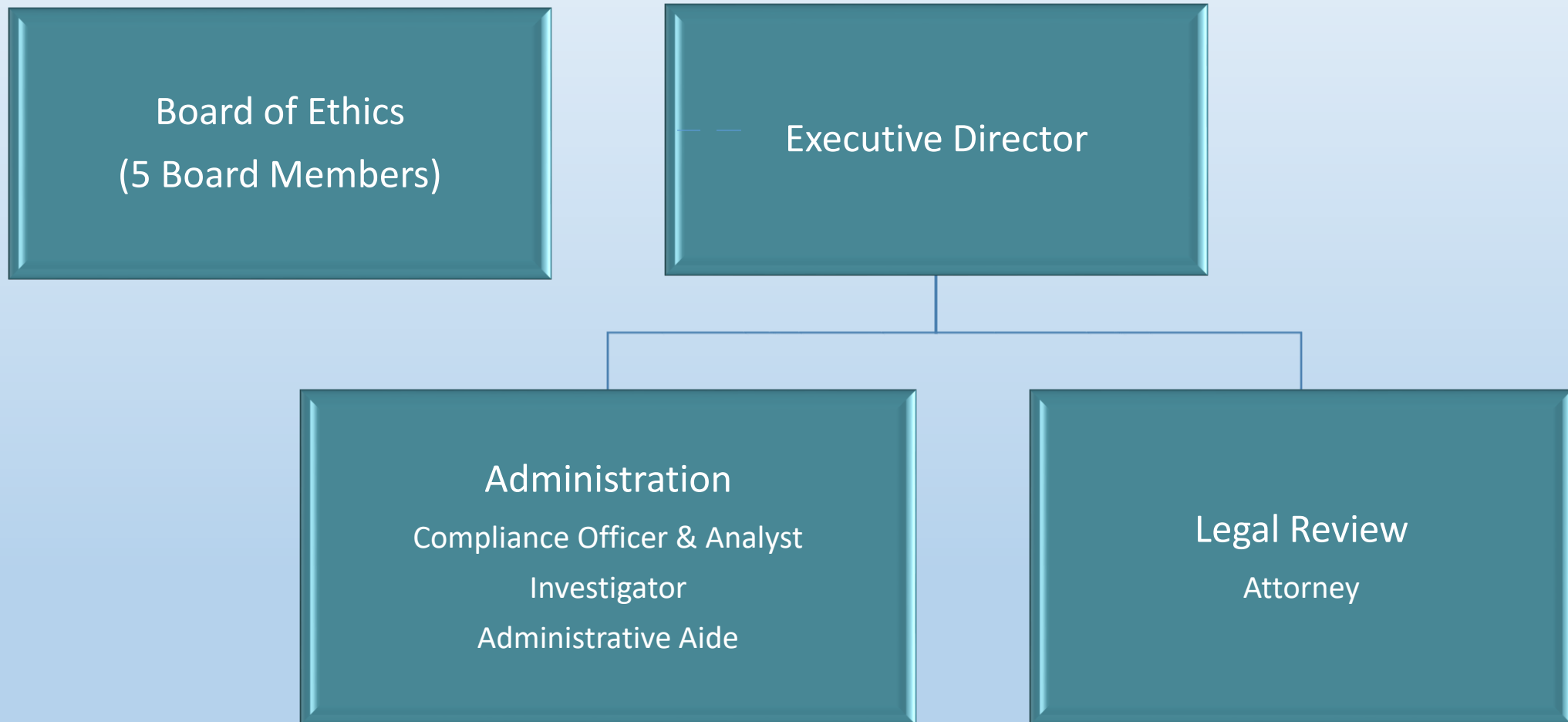Comprehensive intake, investigation and case management

Financial Disclosure by Employees, Officials and Lobbyists

Training, Technical Assistance, and Education Campaigns

Start-up of Office of Ethics and Accountability

Phase 1:

Case Management

Hotline

Staffing

Phase 2:

E-Filing

Training

Regular Board Meetings

Phase 3:

Monitoring

Reporting

Evaluations

- Putting in place tools to effectively and efficiently manage cases and conduct compliance efforts are crucial to create public trust that OEA will investigate cases timely and appropriately

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OEA Organizational Chart

Board of Ethics

(5 Board Members)

Executive Director

Administration

Compliance Officer & Analyst

Investigator

Administrative Aide

Legal Review

Attorney

PGC Ethics Program

What We Do:

Investigative Function
OEA Code
2-298 thru
2-309

Case Management: Complaints & Hotline

Review County Practices
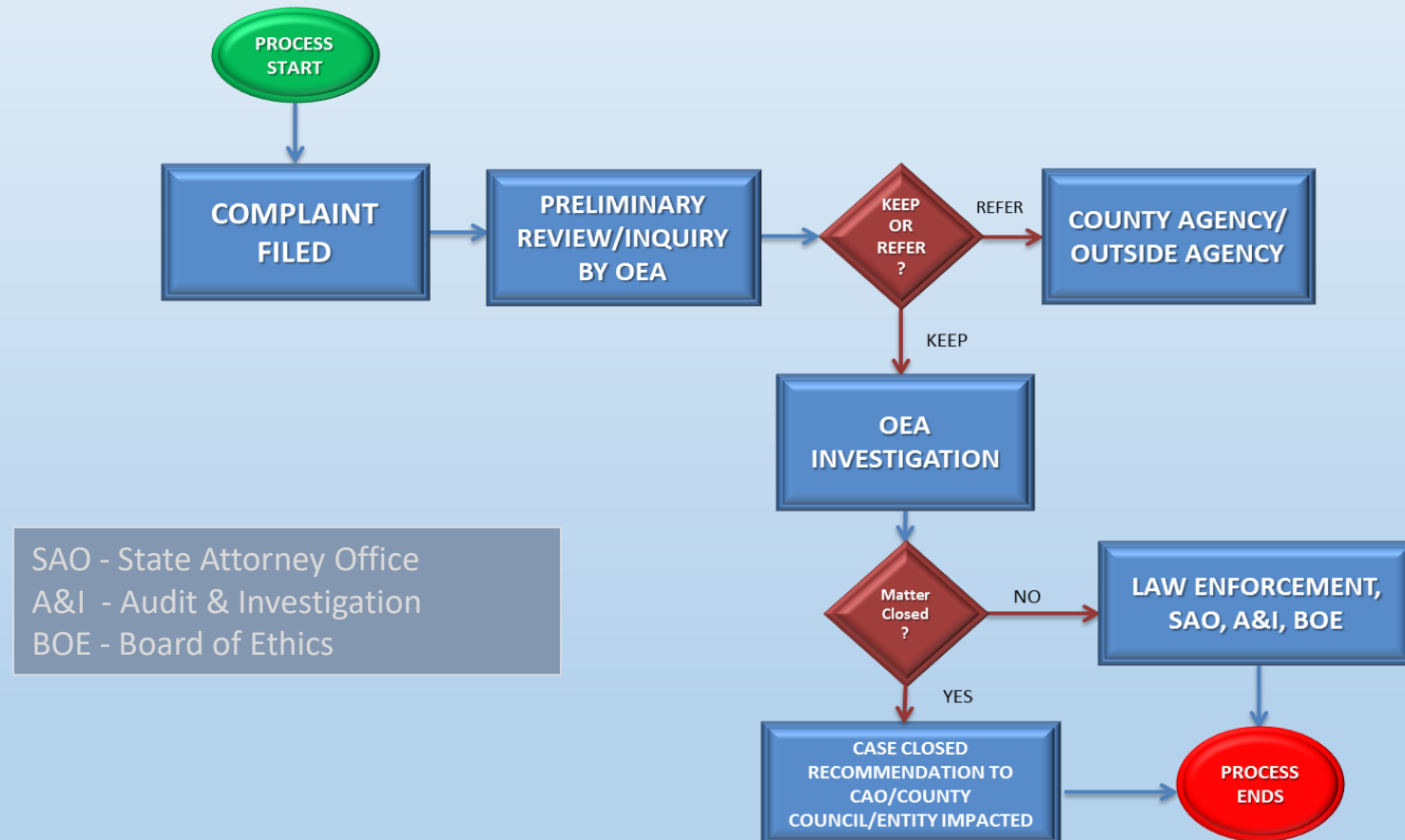
Supportive Function
BOE Code
2-289 thru
2-297

Financial Disclosures
Lobbying Reporting
Advisory Opinions
Ethics Questions

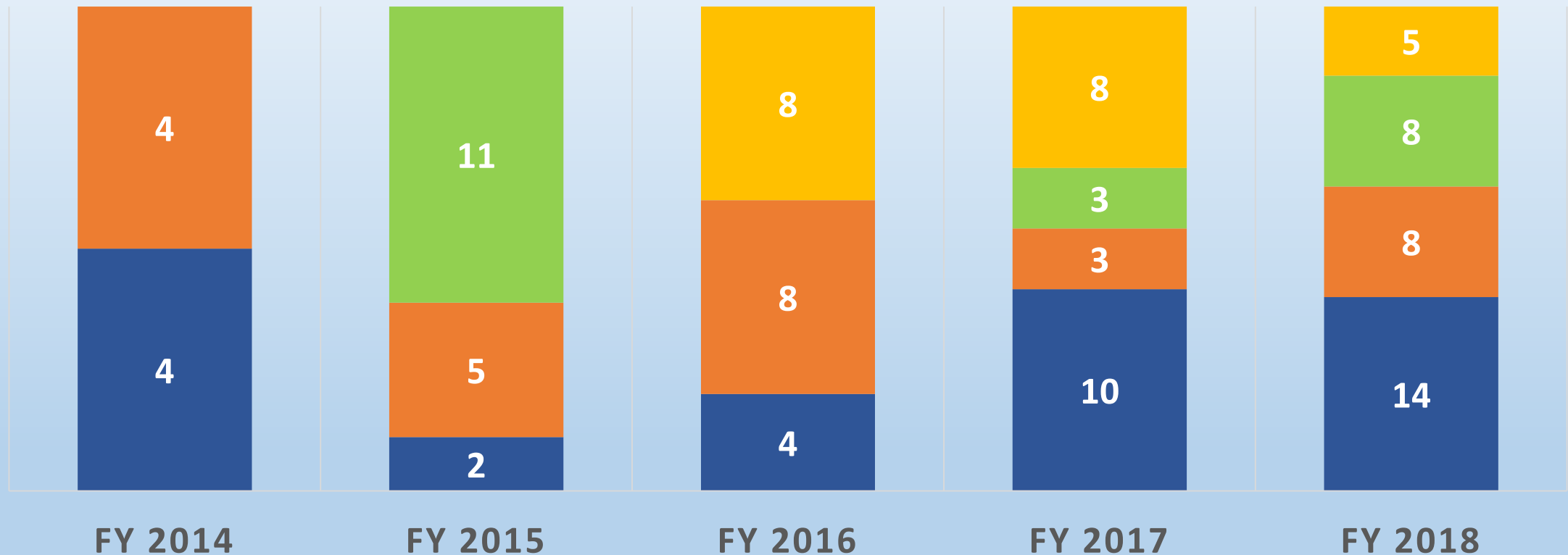Ethics Training

Complaints Investigations

Process Flow

SAO - State Attorney Office
A&I - Audit & Investigation
BOE - Board of Ethics

Fraud, Waste, Abuse & Illegal Acts

BE THE DIFFERENCE

OEA — Office of Ethics and Accountability

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Fraud	• Misrepresentation of a material fact to obtain a benefit or payment
Waste	• Negligent or extravagant expenditure of County funds, incurring of expenses, or misuse of County resources
Abuse	• Intentional wrongful or improper use of County resources
Misconduct or Illegal Activity	• Intentional or reckless act in deliberate indifference to the County's interest or a violation of law

Compliance

- Collection and audit of Financial Disclosure Statements
- Collection and audit of Lobbyists' Registrations and Reports
- Legal Assistance and Audit of secondary employment requests
- Operations Review and Recommendations
- Administrative Support to Board of Ethics with State Ethics Commission Mandates and Reporting
- Monitoring and reporting of Mandatory Ethics Training

BE THE DIFFERENCE

OE Office of Ethics and Accountability

Ethics Training for FY 2018 Compliance Period – List of Agencies Less Than 100% Compliant

County Government	Number of Staff	Compliance %
County Executive Office	31	97%
Department of Corrections	555	96%
Department of Family Services	39	92%
Department of Housing and Community Development	75	95%
Department of Public Works & Transportation	321	87%
Department of the Environment	259	86%
Fire-EMS Department	981	86%
Office of Central Services	178	99%
Office of Information Technology	59	98%
Office of Management & Budget	23	96%
Police Department	1986	89%
TOTAL STAFF TRAINED FOR ALL AGENCIES	**5395**	**90%**
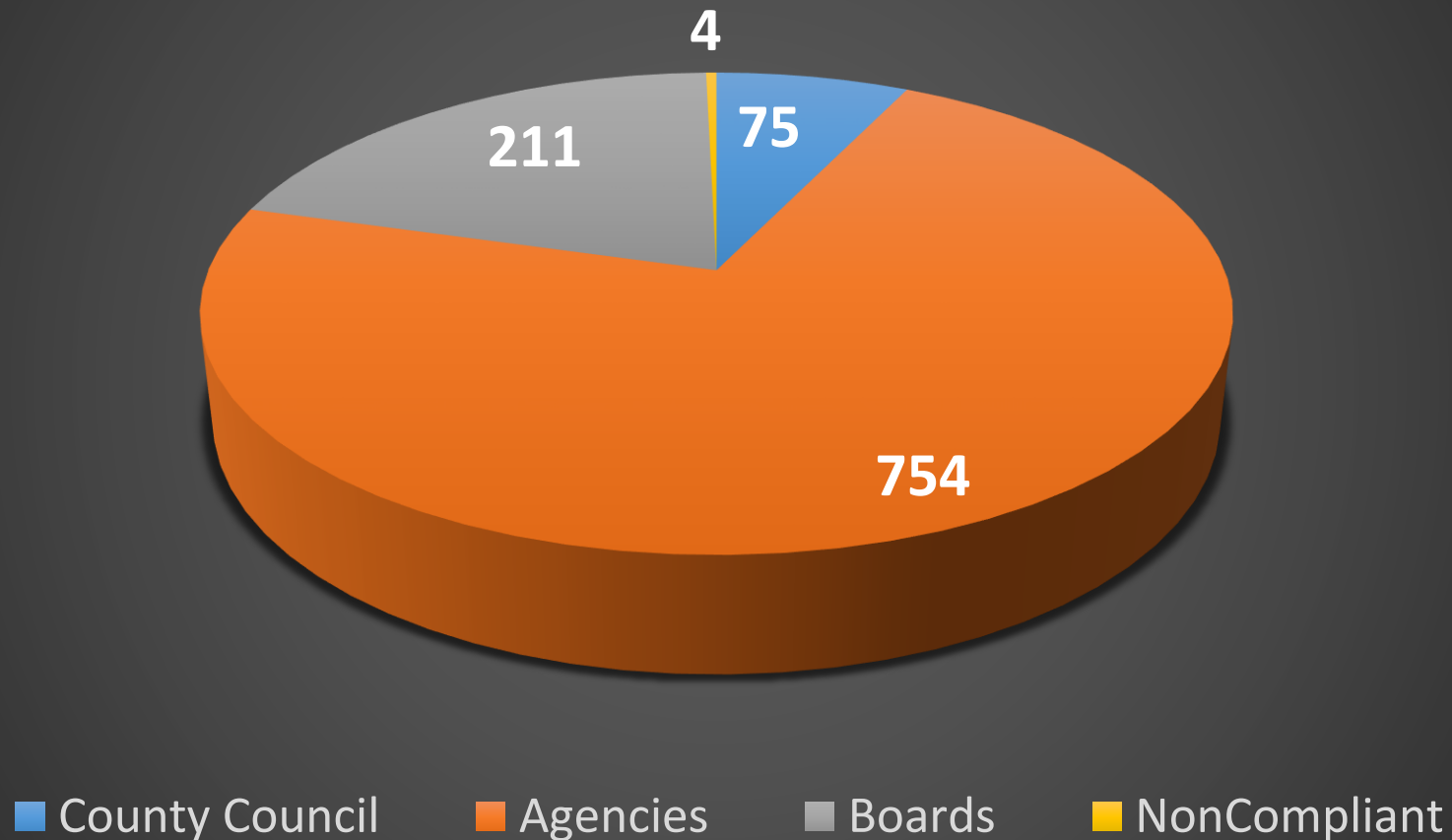
Number of Cases Processed Specific to Secondary Employment
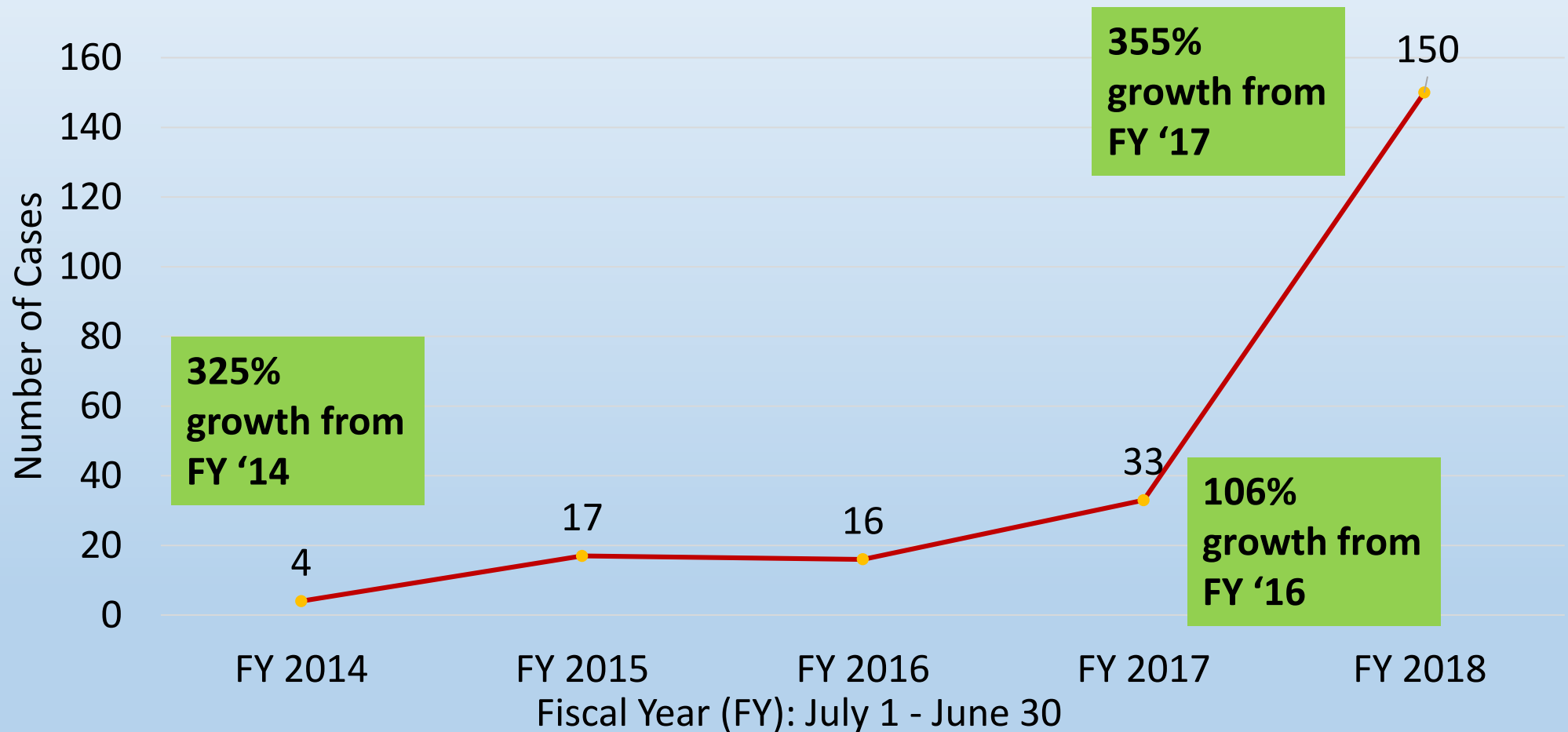
OEA Recommendations FY 2015 - FY 2018
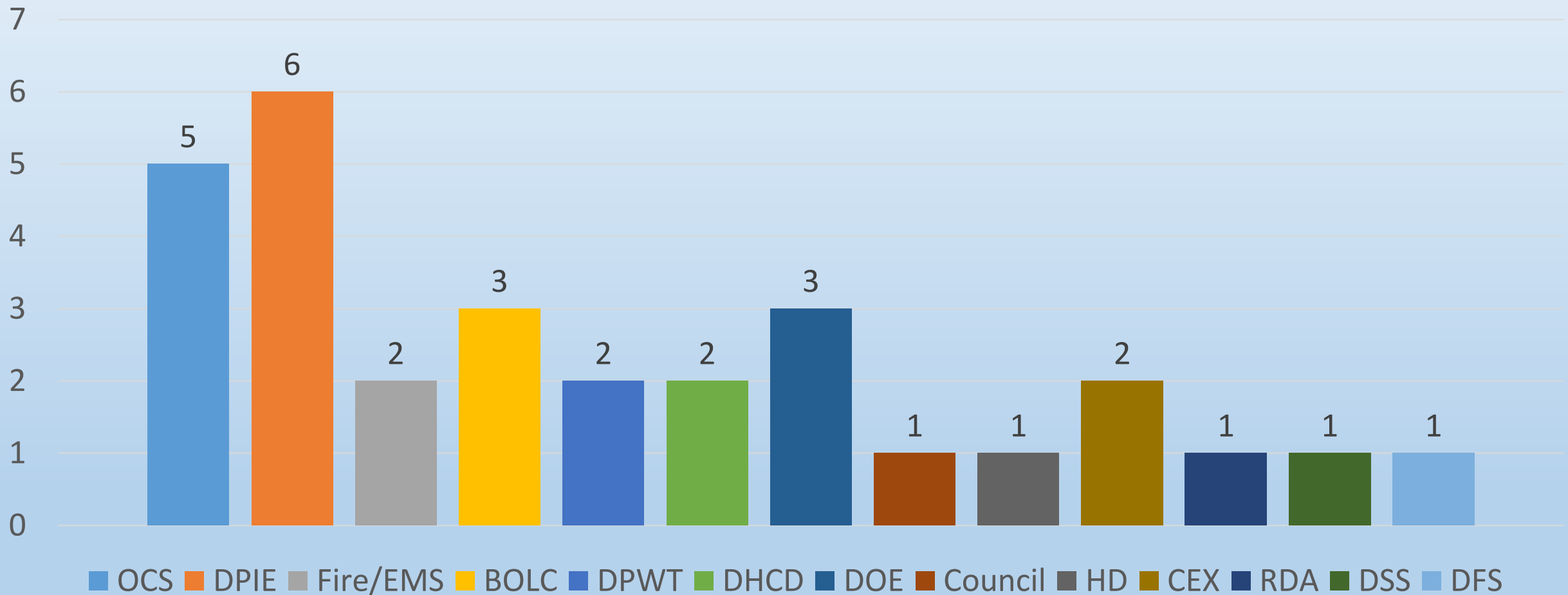
Ethics Advice

- **Formal Ethics Advice** – Advisory opinions issued by the Board of Ethics; published pursuant to Code of Ethics; available on OEA website for review.

- **Informal Ethics Advice –** Issued by OEA; not published, table of abstracts of the opinions available in OEA's Annual Report and on OEA website; may be appealed to the Board of Ethics.

- Prospective Behavior Only

- Completed electronically using the OEA Web-Portal

BE ⚖ HE DIFFERENCE
OE — Office of Ethics and Accountability

Informal Ethics Advice Cases Reviewed Increased More Than 40% from FY 2017 to FY18

Number of Informal Ethics Advice Cases Reviewed
(FY 2014 - FY 2018)

Legend	Category
Green	Conflict of Interest
Yellow	Gifts/Solicitation/Fundraising
Blue	Secondary Employment
Orange	FDS

FY 2014 — Total: 19 (Conflict of Interest 7, Gifts 6, Secondary Employment, FDS 3)

FY 2015 — Total: 83 (Conflict of Interest 35, Gifts 18, FDS 3, 13)

FY 2016 — Total: 60 (Conflict of Interest 7, Gifts 20, FDS 8, 10)

FY 2017 — Total: 95 (Conflict of Interest 12, Gifts 20, FDS 10, 23)

FY 2018 — Total: 134 (Conflict of Interest 25, Gifts 18, FDS 26, 20)

Y-axis: 0, 20, 40, 60, 80, 100, 120, 140, 160

FY 2018 Key Accomplishments

- ✓ Launched electronic notification of mandated disclosure filing for employees and lobbyists

- ✓ Piloted Schedule-A audit of Financial Disclosure Statements (FDS) with 57% compliance

- ✓ Issued 10 recommendations to Executive Leadership

- ✓ Instituted legal audit of procedures for review of secondary employment requests

- ✓ Instituted compliance reporting for mandatory ethics training

- ✓ Provided in-person ethics training for agencies, boards and commissions

Goals

- Enhancing Case Management System to meet State-mandated amendments
- Effectively and efficiently meeting investigation timelines, compliance oversight of disclosure filings and rendering ethics advice
- Training and global ethics education to increase awareness and compliance
- Monitoring of recommendations and secondary employment compliance
- Evaluating effectiveness through data analytics and reporting