



Ethics Office Monthly Report

NOVEMBER 2023

EDUCATION

Facilitated ethics training to approximately 200 employees at Soto Street and Weymouth locations. The Ethics Office staff plans to continue trainings throughout District locations in 2024.

Provided monthly education item at the Ethics, Organization and Personnel Committee meeting on tips for complying with gift limits and reporting requirements.

Provided Ethics Office overview for new employees.

COMPLIANCE

Assisted employees with their Annual, Assuming Office, and Leaving Office Form 700 filings. Assistance included filing for multiple positions, troubleshooting the electronic filing system, and notifications of deadlines.

Monitored the status of past due Assuming Office and Leaving Office Form 700 filings. Sent notices to one current employee and eight former employees; obtained compliance from two former employees.

ADVICE

Addressed 32 advice matters involving: conflicts of interest, financial disclosure, gifts, political activities, and other ethics-related topics.

INVESTIGATIONS

Received seven complaints involving the following allegations:

- A manager retaliated against an employee for reporting EEO concerns
- A Metropolitan official misused their position to obtain a personal benefit
- A Metropolitan vendor is engaged in unfair billing practices
- Workplace misconduct by two employees
- A Metropolitan official released confidential information without authorization
- A member of the public reported noise nuisance caused by a Metropolitan pipeline
- A manager retaliated against an employee for reporting a workplace policy violation

One matter was referred to the EEO Office.

ADVICE AND INVESTIGATIVE DATA

Advice Matters	32
Compliance Assistance	11
Complaints Received	7
Investigations Opened	0
Pending Investigations	12

COMPLAINTS MAY BE FILED AT:

ANONYMOUS ETHICS HOTLINE (Convercent)
(800) 461-9330
<http://www.mwdethicshotline.net/>

ETHICS OFFICE
(213) 217-5832
ethicsoffice@mwdh2o.com