

## D.C. Board of Ethics and Government Accountability FY2016

**Agency** D.C. Board of Ethics and Government Accountability

**Mission** The Board of Ethics and Government Accountability (BEGA) is responsible to administer and enforce the District of Columbia Code of Conduct and enforce government-wide compliance with the D.C. Freedom of Information Act and the Open Meetings Act.

**Summary of Services** Specifically, BEGA is responsible for seven main areas. Investigating alleged violations of the Code of Conduct, holding adversarial hearings and, where appropriate, levying sanctions; Issuing Advisory Opinions, providing safe-harbor for good-faith reliance on these opinions; Issuing Advisory Opinions on its own initiative; Conducting mandatory ethics training for District government employees; Updating and maintaining the District Ethics Manual; Receiving and reviewing public financial disclosure statements from public officials, except Advisory Neighborhood Commissioners, and, as of January 1, 2015, candidates for nomination for election, or election, to public office; Receiving and reviewing public financial disclosure certifications from Advisory Neighborhood Commissioners, and as of January 1, 2015, from candidates for nomination for election, or election, to public office; Receiving and auditing lobbyist registration forms, termination forms, and lobbyist activity reports; Enforcing the Open Meetings Act; Monitoring the District's compliance with the Freedom of Information Act; and Assisting government agencies in the implementation of open government practices.

### 2016 Objectives

#### FY16 Objectives

Objective Number	Objective Description
<b>Office of Government Ethics (OGE) (3 Objectives)</b>	
1	OGE will conduct timely and appropriate investigations and enforcement actions.
2	OGE will conduct mandatory training on the Code of Conduct and produce ethics training materials.
3	OGE will issue informal ethics advice in an expedited and consistent fashion.

### 2016 Key Performance Indicators

Measure	Division	Frequency of Reporting	FY 2013	FY 2014	FY 2015	FY 2015 Target	FY 2016 Target
<b>1 - OGE will conduct timely and appropriate investigations and enforcement actions. (1 Measure)</b>							
Percent of investigations resolved by dismissal, negotiated disposition, or issuance of Notice of Violation within 120 days of initiation		Quarterly					80
<b>2 - OGE will conduct mandatory training on the Code of Conduct and produce ethics training materials. (1 Measure)</b>							
Percent of final Ethics Board orders issued within 45 days of close of hearing record		Quarterly					85
<b>3 - OGE will issue informal ethics advice in an expedited and consistent fashion. (1 Measure)</b>							
Percent of formal written Advisory Opinions issued within 30 days of receipt of complete information from requestor.		Quarterly		69.23	100	75	85

## 2016 Workload Measures

Measure	Frequency of Reporting	FY 2013	FY 2014	FY 2015
<b>Workload Measure (13 Measures)</b>				
Number of preliminary investigations opened based on tips to the hotline	Quarterly		1	1
Number of preliminary investigations dismissed	Quarterly		19	12
Number of preliminary investigations opened based on information provided by means other than the hotline	Quarterly		32	46
Number of preliminary investigations converted to formal investigations	Quarterly		2	1
Number of preliminary investigations resolved with a negotiated disposition	Quarterly		6	13
Number of preliminary investigations resolved after an evidentiary hearing	Quarterly		1	0
Number of formal investigations initiated on intake	Quarterly		8	12
Number of formal investigations dismissed	Quarterly		10	7
Number of formal investigations resolved with a negotiated disposition	Quarterly		5	2
Number of formal investigations resolved after an evidentiary hearing	Quarterly		2	0
Number of formal written advisory opinions issued pursuant to a request	Quarterly		13	5
Number of formal written advisory opinions issued on the agency's own initiative	Quarterly			1
Number of request for informal ethics advice received from agency ethics officers and individual employees and public officials	Quarterly		511	681

## 2016 Initiatives

Objective Number	Objective Title	Initiative Number	Initiative Title	Initiative Description
<b>Office of Government Ethics (OGE) - 1 (2 Initiatives)</b>				
1	Conduct timely and appropriate investigations and enforcement actions.	1.1	Hold joint monthly meetings with the staff of partner agencies such as the Office of the Inspector General.	The OGE will hold joint monthly meetings with the staff of partner agencies, such as the Office of the Inspector General, to discuss progress on shared cases and to ensure that the staff of each agency receives necessary guidance and feedback with respect to case management, coordination and development. Measurable success from one meeting to the next on shared cases will be expected and targets for investigation completion will be set.
1	Conduct timely and appropriate investigations and enforcement actions.	1.2	Conduct a minimum of 10 Audit Style Reviews of Lobbyist Activity Reports.	OGE staff shall conduct a minimum of 10 Audit Style Reviews of Lobbyist Activity Reports. This will allow OGE to better fulfill its oversight functions of lobbyist activity.
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<b>Office of Government Ethics (OGE) - 2 (2 Initiatives)</b>				

2	Conduct mandatory training on the Code of Conduct and produce ethics training materials.	1.1	Develop an automated online training module.	The OGE will develop an automated online training module that will reside on the BEGA website. The training module will allow District employees to remotely take a BEGA Ethics training class and receive certification of successful completion. The online training module will supplement the numerous ongoing live training programs currently conducted by OGE staff.
2	Conduct mandatory training on the Code of Conduct and produce ethics training materials.	1.2	Develop specialized trainings that focus on distinct ethics issues and client agencies.	The OGE will expand its training component to include specialized ethics trainings that will focus on distinct issues such as post-employment restrictions and political activity, as well as trainings customized for non-subordinate agencies of the government (i.e., Boards and Commissions, independent agencies and legislative branch employees). Shortened training programs will also be developed for use when BEGA is invited to make an ethics presentation as part of a larger meeting or program.

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**Office of Government Ethics (OGE) - 3 (2 Initiatives)**

3	Issue informal ethics advice in an expedited and consistent fashion.	1.1	Institute a policy by which government employees receive a response to or acknowledgement of an ethics advice query either the same day or within 24 hours of the request being made.	The OGE will create a policy requiring office staff to respond to ethics queries from government employees on the same day or within 24 hours of receipt. The response may either be substantive or, if the query is too complex to provide a substantive response immediately, an acknowledgement that the issue is under review.
3	Issue informal ethics advice in an expedited and consistent fashion.	1.2	Create a database of informal ethics advice.	The OGE will create an internal database comprised of all informal advice previously provided. This will allow the legal staff to provide consistent advice and to identify trending issues that might warrant a formal advisory opinion.

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