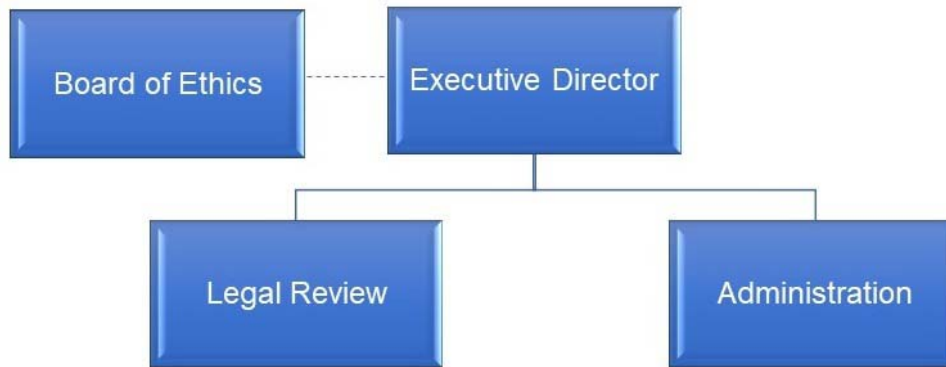


Office of Ethics and Accountability



MISSION AND SERVICES

The Office of Ethics and Accountability (OEA) enforces the Prince George's County Code of Ethics in order to ensure the ethical conduct of individuals who serve in County Government.

CORE SERVICES

- Administer public ethics laws
- Provide ethics training and advice to County employees
- Review financial disclosure and lobbying records
- Investigate alleged ethical violations and allegations of fraud, waste, abuse and illegal acts
- Provide administrative support to the County's Board of Ethics
- Provide analysis, reporting and recommendations to Executive and Legislative branches

FY 2022 KEY ACCOMPLISHMENTS

- Processed approximately 1,000 financial disclosure statements for the 2021 calendar year and ensured that approximately 99% of financial disclosures and 100% of lobbyist registration forms were processed via OEA's Web-Portal.
- Continued to partner with the Office of Human Resources Management to meet the objective of global ethics education for employees and officials by increasing the number of individuals trained to approximately 6,000.
- Processed nearly 460 requests for all OEA case types, including investigations, legal reviews, advisory opinions, ethics advice, information provision and waiver/exemptions. The office has seen more than a 500% increase in cases since its establishment in 2014.
- Expanded the online payment system for late fees and fines from designated filers of financial disclosure statements and lobbyists to include savings and checking account payment options.

- Issued 33 recommendations to executive leadership to promote a culture of integrity, efficiency and public trust. This is a 10% increase in recommendations compared to 30 recommendations in Fiscal Year 2021. Issued a combined total of 156 recommendations between FY 2016 and FY 2022.

STRATEGIC FOCUS AND INITIATIVES FOR FY 2023

The agency’s top priority in FY 2023 is:

- Continue to sustain and effectively administer the County’s electronic filing/case management system that allows Prince Georgians, County government employees and elected/appointed officials 24/7/365 access to online filing of complaints and required financial disclosure statements and lobbyist registrations/annual reports and efficiently investigate all complaints and initiate operations reviews in accordance with applicable laws to ensure timely responses, analysis, reporting and recommendations to management.

FY 2023 BUDGET SUMMARY

The FY 2023 approved budget for the Office of Ethics and Accountability is \$1,074,800, an increase of \$138,800 or 14.8% over the FY 2022 approved budget.

Expenditures by Fund Type

Fund Types	FY 2021 Actual		FY 2022 Budget		FY 2022 Estimate		FY 2023 Approved	
	Amount	% Total	Amount	% Total	Amount	% Total	Amount	% Total
General Fund	\$937,199	100.0%	\$936,000	100.0%	\$956,600	100.0%	\$1,074,800	100.0%
Total	\$937,199	100.0%	\$936,000	100.0%	\$956,600	100.0%	\$1,074,800	100.0%

Reconciliation from Prior Year

	Expenditures
FY 2022 Approved Budget	\$936,000
Increase Cost: Compensation - Mandated Salary Requirements — Annualization of FY 2022 and planned FY 2023 salary adjustments	\$63,400
Increase Cost: Fringe Benefits — An increase in the fringe benefit rate from 29.0% to 33.5% to align with projected costs	50,100
Increase Cost: Operating — An increase in contractual services for a case management system	25,000
Increase Cost: Technology Cost Allocation — Increase in OIT charges based on anticipated countywide costs for technology	3,300
Decrease Cost: Operating — Reduction in travel and training to align with historic spending	(3,000)
FY 2023 Approved Budget	\$1,074,800

STAFF AND BUDGET RESOURCES

Authorized Positions	FY 2021 Budget	FY 2022 Budget	FY 2023 Approved	Change FY22-FY23
General Fund				
Full Time - Civilian	6	6	6	0
Full Time - Sworn	0	0	0	0
Subtotal - FT	6	6	6	0
Part Time	0	0	0	0
Limited Term	0	0	0	0
TOTAL				
Full Time - Civilian	6	6	6	0
Full Time - Sworn	0	0	0	0
Subtotal - FT	6	6	6	0
Part Time	0	0	0	0
Limited Term	0	0	0	0

Positions By Classification	FY 2023		
	Full Time	Part Time	Limited Term
Administrative Aide	1	0	0
Administrative Specialist	1	0	0
Attorney	1	0	0
Executive Director	1	0	0
Investigator	1	0	0
Compliance Specialist	1	0	0
TOTAL	6	0	0

Expenditures by Category - General Fund

Category	FY 2021 Actual	FY 2022 Budget	FY 2022 Estimate	FY 2023 Approved	Change FY22-FY23	
					Amount (\$)	Percent (%)
Compensation	\$645,707	\$640,400	\$645,300	\$703,800	\$63,400	9.9%
Fringe Benefits	198,284	185,700	207,200	235,800	50,100	27.0%
Operating	93,208	109,900	104,100	135,200	25,300	23.0%
Capital Outlay	—	—	—	—	—	
SubTotal	\$937,199	\$936,000	\$956,600	\$1,074,800	\$138,800	14.8%
Recoveries	—	—	—	—	—	
Total	\$937,199	\$936,000	\$956,600	\$1,074,800	\$138,800	14.8%

In FY 2023, compensation expenditures increase 9.9% over the FY 2022 budget due to the annualization of prior year salary adjustments and planned FY 2023 salary adjustments. Compensation costs include funding for six full time positions. Fringe benefit expenditures increase by 27.0% over the FY 2022 budget. This is due to the increase in the fringe benefit rate to align with projected costs and compensation adjustments.

Operating expenditures increase 23.0% over the FY 2022 budget due to a new case management system and anticipated countywide costs for technology.

SERVICE DELIVERY PLAN AND PERFORMANCE

Goal 1 — To provide comprehensive intake, processing, investigation, management, adjudication, analysis and reporting of allegations of waste, fraud, abuse and illegal acts in County government and make necessary recommendations to executive and legislative officials to promote efficiency and accountability.

Objective 1.1 — Maintain length of time to resolve investigations of waste, fraud, abuse and illegal acts in County government at less than 60 days.

FY 2027 Target	FY 2020 Actual	FY 2021 Actual	FY 2022 Estimated	FY 2023 Projected	Trend
88	46	33	58	64	↓

Trend and Analysis

The length of time to resolve investigations of waste, fraud, abuse and illegal acts is expected to fall within the <60 day threshold in FY 2022, landing around 58 days on average per case. This measure is expected to increase over the next few fiscal years, ballooning in FY 2027 to 88 days due to projected case count increases. FY 2020 and FY 2021 actuals were negatively impacted by lower case activity related to reduced government operations overall due to COVID-19.

Performance Measures

Measure Name	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Estimated	FY 2023 Projected
Resources (Input)					
Staff	6	6	6	6	6
Workload, Demand and Production (Output)					
Cases received (any type)	400	468	442	460	500
Ethics violation allegations referred to the Board of Ethics	38	17	10	23	25
Cases investigated by the Office of Ethics and Accountability (OEA)	37	20	8	23	25
Cases referred to another agency	109	88	82	98	107
Hearings conducted by the Board of Ethics	0	0	1	0	0
Efficiency					
Agency actions taken/implemented in response to OEA recommendations	23	13	18	19	21
Quality					
Allegations substantiated or deemed non-compliant	13	6	6	8	9
Impact (Outcome)					
Days to close-out a case	85	46	33	58	64
OEA reports with recommendations made	23	39	30	33	36

Objective 1.2 — Ensure OEA provides recommendations to CAO to resolve problems or deficiencies pursuant to Section 2-305.

FY 2027 Target	FY 2020 Actual	FY 2021 Actual	FY 2022 Estimated	FY 2023 Projected	Trend
50	39	30	33	36	↔

Trend and Analysis

OEA expects to see steady growth in the number of recommendations issued year over year due to the increase in case count, operational reviews and historical trends. FY 2021 actuals were impacted by reduced case activity related to reduced government operations overall.

Performance Measures

See Table 1.1 above.

Goal 2 — To promote disclosure of the outside business and monetary interests of County government employees/officials and real-time notice of lobbying activity directed toward County government.

Objective 2.1 — Reduce the number of post-audit actions on financial disclosure statements.

FY 2027 Target	FY 2020 Actual	FY 2021 Actual	FY 2022 Estimated	FY 2023 Projected	Trend
90	102	99	90	90	↔

Trend and Analysis

The number of post-audit actions on financial disclosure statements is expected to slightly decrease from prior year performance, in accordance with the objective. However, the scope of compliance audits continues to increase even while filers improve overall reporting accuracies. FY 2021 actuals were slightly reduced from FY 2020 actuals in accordance with the objective as well.

Performance Measures

Measure Name	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Estimated	FY 2023 Projected
Resources (Input)					
Compliance staff	2	2	2	2	2
Workload, Demand and Production (Output)					
Financial disclosure statements processed	1,132	566	892	1,000	1,000
Financial disclosure late fee waivers processed	11	10	26	17	19
Financial disclosure late fee waivers granted	8	3	26	13	14
Registered lobbyists processed	45	54	55	60	60
Lobbyist reports processed	122	217	206	220	220
Financial disclosure statements fully reviewed in compliance with Section 2-292	889	566	892	1,000	1,000
Requested financial disclosure statement exemptions processed	0	0	1	0	0

Performance Measures *(continued)*

Measure Name	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Estimated	FY 2023 Projected
Requested financial disclosure statements exemptions granted	0	0	1	0	0
Secondary employment legal reviews	71	48	54	61	67
Quality					
Financial disclosure statement audit letters sent as a result of targeted audit review	28	149	101	100	100
Agency follow-ups as a result of secondary employment legal reviews	0	48	10	12	13
Impact (Outcome)					
Financial disclosure statement corrections made or explanations sent as a result of audit letters sent	7	102	99	90	90
Corrections to secondary employment requests as a result of agency follow-up	32	48	54	61	67

Objective 2.2 — Ensure legal audit of all secondary employment requests and their compliance with County Ethics Code conflict of interest prohibition.

FY 2027 Target	FY 2020 Actual	FY 2021 Actual	FY 2022 Estimated	FY 2023 Projected	Trend
93	48	54	61	67	↑

Trend and Analysis

Legal audits of secondary employment are expected to increase steadily over time, ballooning in FY 2027 to 93 legal audits. This is due to the expected increase in overall case activity as well as increased compliance with the reporting requirement. FY 2020 actuals for "Agency follow-ups as a result of secondary employment legal review" have been restated for accuracy.

Performance Measures

See Table 2.1 above.

