

Budget Packages Requested by Ethics Commission

Goal

Approach

Request

Package Benefits

Package

E-Filing Conversion Project

Funded in Mayor's Proposed Budget

Improve organizational efficiencies and strengthen public tools for meaningful transparency about government actions

Establish an electronic framework for all SFEC disclosure programs that is integrated, searchable and downloadable, and that facilitates full and timely compliance.

- One IS Business Analyst position (1052) for timely project
- Project development and implementation
- development/implementation
- Conversion of existing 1840 to a IS Business Analyst-Assistant (1051) for E-filing Project Assistant

- ✓ increased number and proportion of timely filings across all mandated disclosure programs
- ✓ improved timeliness of public access to mandated disclosures
- ✓ improved methods for publicly accessing required disclosure data
- ✓ reduced time processing paper

Effective Investigations & Enforcement

Funded in Mayor's Proposed Budget

Strengthen capacity to fulfill SFEC voter mandate for effective enforcement of ethics, campaign finance, disclosure, and lobbying laws

Ensure investigative and enforcement processes are timely, thorough, fair, and consistent. improve functionality of legal and investigative research, and to ensure appropriate access to process server and court reporter resources

- Balance of funds to fully fund vacant Investigator position (1823)
- One Administrative Analyst position (1822) to serve as an Investigator
- New investments for updated enforcement tools and resources

- ✓ reduced complaint timeframes
- ✓ increased types of investigations that reflect fuller breadth of laws
- ✓ higher proportion of cases that contain most serious violations or patterns of violations
- ✓ broader range of cases brought to Commission for hearing on the merits

Proactive Policy & Compliance Outreach

Funded in Mayor's Proposed Budget

Deepen policy engagement and heighten compliance outreach to improve the effectiveness of laws within the Commission's jurisdiction

Create dedicated Policy Unit that provides broad, timely, & understandable guidance on the laws and their practical application; conducts regular, robust policy analysis and evaluation; and identifies and develops workable and enforceable approaches to emerging policy issues.

- One Senior Administrative Analyst position (1823) to serve as Senior Policy & Compliance Analyst
- One Administrative Analyst position (1822) to serve as Policy & Compliance Analyst

- ✓ increased number and frequency of compliance guidance contacts
- ✓ increased frequency and scope of evaluations of existing policies and programs for needed improvements
- ✓ more regular and timely analysis of emerging issues and development of potential policy approaches
- ✓ broadened policy outreach/input

Administrative Support and Transparency

Funded in Mayor's Proposed Budget

Increase organizational capacity for providing thorough and timely administrative support for Immediate Disclosure Requests and Public Records Act request responses; ensure timely compilation and distribution of accurate public information and meeting materials.

Enhance and tailor administrative support structures, roles, and tools to better match public and stakeholder information needs

- Convert 2 authorized but vacant Senior Clerk (1406) positions into one Management Assistant position (1842)
- Reclassify exempt Junior Management Assistant (1844) to Senior Management Assistant (1844)

- ✓ ensure systems that ensure full and timely IDR and PRA request responses
- ✓ increased timeliness of distribution of public materials and information
- ✓ establish baseline knowledge across agency programs of stakeholder information needs and align/re-align transparency efforts to better support identified approaches