



Ethics@Work

June 2023 Update to the Ethics Commission

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1. Content Creation

Summary of Ethics@Work's material development

- Content creation proceeding as scheduled
- Multimedia approach
 - Webpages
 - Printable content
 - Videos
 - Self-guided lessons (SF Learning)
 - Workshops
 - Social media posts
- Materials to live in a single online library
- Responding to Departmental requests for trainings & materials

6 
one-pager
overviews
(complete)

17 
videos, both
short & in-depth
(4 published)

9 
position-specific
guides for June
publication

10 
New e-learning
modules
(1 in testing)

1  
new & accessible
online library for
June publication

2. Subject Matter

Summary of content and subjects to be developed through our multimedia approach

▪ Position-Specific Content

- Leading with Ethics – Commissioners
- Leading with Ethics – Department Heads
- CCSF Employees Dos and Don'ts
- CCSF Officer Dos and Don'ts
- Leading with Ethics Department Heads
- I fill out a Form 700: What do I Need to Know?
- Officials Running for Office
- Seeking a Permit – An Ethics Guide
- Governmental Ethics & City Contractors
- Governmental Ethics & Lobbying
- I'm leaving office – what do I need to know?

▪ Subject-Specific Content

- Form 700
- Conflicts of Interest
- Whistleblowing
- Gifts, travel, and Honoraria
- Behested Payments
- Selective Assistance
- SB 1439
- Secondary Employment



3. Departmental Outreach

Engaging departments to engage their officers and staff.

- *Ethics@Work is reaching out to departments to develop detailed engagement plans for their agencies, starting with the largest departments (sorted by FY 2022-2023 budgets).*
- *Goal is to develop custom plans to disseminate materials and develop workshops.*
- *Team will document the responsiveness of each agency for the annual report.*



3. Departmental Outreach - Process



- Ethics@Work Reaches out to departmental leadership
 - Asked to identify departmental lead(s)
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- Ethics@Work coordinates a planning session with departmental lead(s)
 - Following the meeting, Ethics@Work drafts a plan to share materials with staff and officers
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- Department reviews/edits/approves plan
 - Ethics@Work coordinates on details of material dissemination



3. Departmental Outreach - Status

	Department	ETH Contacted	Plan Drafted	Plan Accepted by Dept.
Group A Outreach Began April 2023	Public Health	Yes	Yes	Yes
	Public Utilities Commission	Yes	Yes	Under Dept. Review
	Municipal Transportation Agency	Yes	Yes	Under Dept. Review
	Airport Commission	Yes	Yes	Under Dept. Review
	Human Services	Yes	Yes	Yes
	Police	Yes	Yes	Under Dept. Review
	Homelessness & Supportive Housing	Yes	Pending Planning Meeting w/Department	Under Dept. Review
	General Services Agency- City Admin	Yes	Yes	Under Dept. Review
	Fire Department	Yes	Yes	Under Dept. Review
Group B Outreach Began May 2023	Department of Early Childhood	Yes	Pending Planning Meeting w/Department	
	Children; Youth & Their Families	Yes	Pending Planning Meeting w/Department	
	Sheriff	Yes	Pending Planning Meeting w/Department	
	Recreation & Park Commission	Yes	Under ETH Development	
	Public Works	Yes	Under ETH Development	
	Public Library	Yes	Pending Planning Meeting w/Department	
	Mayor	Yes	Pending Planning Meeting w/Department	
	Port	Yes	Pending Planning Meeting w/Department	



4. What's Next for Ethics@Work?

- **Execution of Group A initial components of Agency Plans**
(June)
 - Dependent on Departments providing contact information for staff engagement
- **Publishing of online Library**
(June-July)
- **Cablecasting (SFGovTV) of videos**
(June-July)
- **Translation of select print materials**
(June)
 - Chinese
 - Spanish
 - Filipino
- **Ongoing production of new multimedia materials**
(June-June 2024)
 - Videos
 - E-Learning
 - Brochures
 - As needed





City & County of San Francisco
Ethics Commission

THANK YOU

Contact Ethics@Work
Peter Lauterborn
Ethics@Work Program Manager
Peter.Lauterborn@sfgov.org