

2023 Highlights from the Chief Integrity Office

January

- Advised the City's operational leadership on the City's political activity rules and its intersection with the mayoral transition process.

February

- Helped a department finalize a code of conduct for hearing officers.
- Coordinated ethics training for several retirement workshops held in 2023.

March

- Drafted and distributed a political activity advisory for City board and commission members.

April

- Sent targeted communication to the City workforce encouraging timely filing of annual financial disclosure forms. Provided guidance to many employees on proper financial disclosure filings.

May

- Collaborated with the Records Department and the Board of Ethics to ensure that 2022 financial disclosure statements were publicly posted.
- Reissued policy guidance to the City's contracting professionals that local impact will play a greater role in the selection process for large contracts. Guidance was issued jointly from the Chief Administrative Office, Commerce Department, and Procurement Department.

June

- Achieved 100% compliance for City leadership filing financial disclosure forms.
- Met with a local civic organization to discuss transition programming and policy issues.
- Reviewed applications associated with the second cohort of the Community Expansion Grant program managed by the Managing Director's Office.

July

- Developed and shared with departmental Integrity Officers guidance documents summarizing frequently occurring ethics and integrity matters.
- Participated in several interviews with applicants of the second cohort of the Community Expansion Grant program managed by the Managing Director's Office.

August

- Advised departments on the City's sponsorship guidelines with respect to conferences hosted by the City.

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September

- Delivered testimony to the Board of Ethics in response to proposed amendments to Regulation 7 regarding ethics training.
- Appointed by the Mayor to the Task Force on Regulatory Reform to recommend improvements to the Department of Licenses and Inspections.

October

- Organized annual ethics training for City leadership hosted by the Board of Ethics.
- Participated in citywide presentation to discuss experience with previous mayoral transitions.

November

- Supported the Mayor's nomination of Valerie Harrison to the Board of Ethics.
- Delivered testimony to the Board of Ethics in response to proposed amendments to Regulation 5 regarding conflicts of interest.
- Partnered with the Board of Ethics to deliver gifts training in preparation for the holiday season.
- Issued reminders to the City workforce on the rules around outside employment and gifts.

December

- Attended the 2023 Council on Governmental Ethics Laws (COGEL) Conference and hosted a breakfast table discussion for northeast US attendees.