BOARD OF ETHICS
FISCAL YEAR 2022 BUDGET TESTIMONY
MAY 2021

INTRODUCTION

I am J. Shane Creamer, Jr., Esq, Executive Director of the Philadelphia Board of Ethics. I am pleased to provide testimony on the Board of Ethics' Fiscal Year 2022 Operating Budget to you, Council President Clarke, and to the Members of City Council.

DEPARTMENT MISSION & PLANS

Mission: The mission of the Board of Ethics is to promote public confidence in City government through its implementation, administration, and enforcement of the City's Campaign Finance, Ethics, Lobbying, and Financial Disclosure Laws and the restrictions on political activity by City employees. These Public Integrity Laws advance honesty, integrity, and transparency in City government. The Board also serves the public and promotes transparency in government by making detailed campaign finance and lobbying information easily accessible to the public on its website.

Plans for Fiscal Year 2022: The Board believes that compliance with the Public Integrity Laws is best promoted through training, outreach, and easily accessible educational materials. FY21 presented the opportunity for Board staff to expand our training virtually for the first time and the Board will therefore continue during FY22 to maintain and expand the frequency and variety of its virtual training program and outreach activity and respond to all requests for formal and informal advice. The Board also plans to propose new regulations to offer clear rules in plain language for compliance with the Public Integrity Laws and to expand the educational materials and content on its website.

BUDGET SUMMARY & OTHER BUDGET DRIVERS

Please refer to attached FY22 Budget Hearing Summary Charts in section 1: Staff Demographics Summary, section 2; Employment Levels, section 3: Financial Summary by Class, section 6: Participation Rate and Goal.

PROPOSED BUDGET OVERVIEW

Proposed Funding Request:

The proposed Fiscal Year 2022 General Fund budget totals $975,196, the same as Fiscal Year 2021 estimated obligation levels.

The proposed budget includes:

- [$915,196] in Class 100, equal to FY21. This funding will maintain 9 current staff positions and hire 1 additional staff attorney for a total staff of 10.
- [$52,500] in Class 200, equal to FY21. This funding will allow Board staff to support complex investigation and compliance work with accounting, computer, and other forensic professional services.
- [$7,500] in Class 300/400, equal to FY21.

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STAFFING LEVELS

The department is requesting 10 budgeted positions for FY22, the same level with FY21.

NEW HIRES

Please refer to attached FY22 Budget Hearing Summary Charts in section 8: New Hires Information.

PERFORMANCE, CHALLENGES, AND INITIATIVES

Measure	📅 CY20 ACTUAL	🎯 CY21 TARGET	🎯 CY22 TARGET
Percentage of Primary Election candidates who file timely reports:			
Cycle 1: Sixth Tuesday pre-primary report, due in April[1]	N/A (2020 Cycle 1)	95% (2021 Cycle 1	N/A (2022 Cycle 1)
Cycle 2: second Friday pre-primary report, due in May[2]	N/A (2020 Cycle 2)	95% (2021 Cycle 2)	N/A (2022 Cycle 2)
Cycle 3: thirty day post-primary report, due in June[3]	N/A (2020 Cycle 3)	95% (2021 Cycle 3)	N/A (2022 Cycle 3)
Percentage of General Election candidates who file timely report:			
Cycle 4: Pre-election report, due in September[4]	N/A (2020 Cycle 4)	95% (2021 Cycle 4)	N/A (2022 Cycle 4)
Cycle 5: Pre-election report, due in October[5]	N/A (2020 Cycle 5)	95% 2021 Cycle 5)	N/A (2022 Cycle 5)
Cycle 6: Post-election report, due in December[6]	N/A (2020 Cycle 6)	95% (2021 Cycle 6)	N/A (2022 Cycle 6)
Cycle 7: Annual Report, due in January	98% (2019 Cycle 7)	95.0% (2020 Cycle 7)	95% (2021 Cycle 7)

[1]New measure for FY20 and no municipal election in CY 20, so no requirement to timely file CF reports w/ BOE.

[2]New measure for FY20 and no municipal election in CY 20, so no requirement to timely file CF reports w/ BOE.

[3]New measure for FY20 and no municipal election in CY 20, so no requirement to timely file CF reports w/ BOE.

[4]No municipal election in CY 20, so no requirement to timely file CF reports w/ BOE.

[5]No municipal election in CY 20, so no requirement to timely file CF reports w/ BOE.

[6]No municipal election in CY 20, so no requirement to timely file CF reports w/ BOE.

Program FY22 Strategic Goals

- Expand options for training to include online ethics, campaign finance, and lobbying classes.

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- Maintain and increase rates of timely compliance with campaign finance and lobbying reporting deadlines.
- Increase public awareness of online campaign finance and lobbying data.

OTHER BUDGETARY IMPACTS

Federal and State (Where Applicable)

The Board of Ethics does not receive Federal or State funds for its program.

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CONTRACTING EXPERIENCE

Please refer to attached FY22 Budget Hearing Summary Charts in section 4: Contracts Summary.

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EMPLOYEE DATA

Please refer to attached FY22 Budget Hearing Summary Charts in section 7: Staff Demographics.

LANGUAGE ACCESS

1. **Provide the name of your language access coordinator, the date of your last department training, and a link to the posting of your language access plan.**

    - Hortencia Vasquez is the Board's language access coordinator.

    - Board staff last had a department training on language access in October, 2019.

    - The Board's Language Access Plan may be found here: https://www.phila.gov/ethicsboard/PDF/LanguageAccessPlan_BOE.pdf

2. **Breakdown new hires and existing staff by race and language. Breakdown how many front-line personnel are trained to provide language access services.**

    The Board currently has a staff of nine, consisting of one African-American, one Hispanic, and seven White employees. One employee is bilingual in English and Spanish and trained in language access services.

3. **How many requests for language access services did your department receive in the past year? How many language access services were delivered by staff? Breakdown language access services provided, by language, including but not limited to the language line, translation of public notices and documents, website language services, and advertisement/publication services.**

    The Board of Ethics received no request for language access service in 2020.

4. **Explain what your department has done to improve language access services over the past year.**

    The Board continues to monitor for any interaction which would require translation or interpretation services.

CLIMATE CHANGE

1. **How has climate change affected your department's provision of services?**

   N/A

2. **How might worsening climate change increase costs and demands for your department?**

   N/A

3. **How does your department intend to mitigate and adapt to climate change?**

   N/A

1. Staff Demographics Summary

Staff Demographics Summary (as of December 2020)				
	Total	Minority	White	Female
Number of Full-Time Staff	9	2	7	5
Number of Exempt Staff	6	1	5	3
Number of Executive Staff (deputy level and above)	1	0	1	0
Average Salary, Full-Time Staff	$88,867	$71,850	$93,728	$74,154
Average Salary, Exempt Staff	$101,261	$85,500	$104,412	$85,833
Average Salary, Executive Staff	$147,029	N/A	$147,029	N/A
Median Salary, Full-Time Staff	$78,958	$71,850	$78,958	$72,000
Median Salary, Exempt Staff	$92,750	$85,500	$100,000	$85,500
Median Salary, Executive Staff	$147,029	N/A	$147,029	N/A

2. Employment Levels

Employment Levels (as of December 2020)		
	Budgeted	Filled
Number of Full-Time Positions	10	9
Number of Part-Time Positions	0	0
Number of Exempt Positions	7	6
Number of Executive Positions (deputy level and above)	1	1
Average Salary of All Full-Time Positions	$86,980	$88,867
Median Salary of All Full-Time Positions	$77,367	$78,958

3. Financial Summary by Class

Some departments may also want to provide financial summary tables for other funds, such as the Grants Fund.

Departments should delete any budget lines that have $0 in every year (i.e. if a department has no Class 500 appropriations, actuals, or proposed appropriations, the Class 500 row should be deleted).

General Fund Financial Summary by Class

	FY20 Original Appropriations	FY20 Actual Obligations	FY21 Original Appropriations	FY21 Estimated Obligations	FY22 Proposed Appropriations	Difference: FY22-FY21
Class 100 - Employee Compensation	$1,041,630	$922,164	$915,916	$915,196	$915,196	$0
Class 200 - Purchase of Services	$52,500	$42,474	$52,500	$52,500	$52,500	$0
Class 300/400 - Materials, Supplies & Equipment	$7,500	$4,112	$7,500	$7,500	$7,500	$0
	$1,101,630	**$968,750**	**$975,916**	**$975,196**	**$975,196**	**$0**

4. Contracts Summary

This table focuses on large professional services contracts with for-profit vendors.

"Large" is defined as meaning that an RFP was required.

Departments should focus on contracts that have been conformed to date.

Any departments that have large contracts with non-profit providers are encouraged to provide board makeup information in the optional "Non-Profit Vendor Demographics" table below.

M/W/DSBE Participation on Large Professional Services Contracts: N/A

Top Five Largest Contracts, FY21

Non-Profit Vendor Demographics: N/A

5. Performance Measures Table

Please refer to the FY22 Budget Testimony narrative for Performance Measure data.

6. Participation Rate and Goal

The Contract Participation Goal table is for **all** contracts (Public Works, SS&E, and Professional Services, combined).

Contracts Summary (Professional Services only)

	FY18	FY19	FY20	FY21	FY22	FY21 YTD (Q1 & Q2)
Total amount of contracts	$0	$0	$16,000	$0	$0	$0
Total amount to M/W/DSBE	$0	$0	$16,000	$0	$0	$0
Participation Rate	N/A	#DIV/0!	100%	N/A	N/A	N/A

Total M/W/DSBE Contract Participation Goal (Public Works; Services, Supplies & Equipment; and Professional Services combined)

	FY20	FY21	FY22
M/W/DSBE Contract Participation Goal	N/A	N/A	N/A

7. Staff Demographics

Biracial employees should be included under "Other."

Staff Demographics (as of December 2020)

Full-Time Staff			Executive Staff		
	Male	Female		Male	Female
	African-American	African-American		African-American	African-American
Total	0	1	*Total*	0	0
% of Total	0%	11%	*% of Total*	0%	0%
Average Salary	$0	$85,500	*Average Salary*	$0	$0
Median Salary	$0	$85,500	*Median Salary*	$0	$0
	White	White		White	White
Total	4	3	*Total*	1	0
% of Total	44%	33%	*% of Total*	100%	0%
Average Salary	$107,257	$75,691	*Average Salary*	$147,029	$0
Median Salary	$103,122	$72,000	*Median Salary*	$147,029	$0
	Hispanic	Hispanic		Hispanic	Hispanic
Total	0	1	*Total*	0	0
% of Total	0%	11%	*% of Total*	0%	0%
Average Salary	$0	$58,201	*Average Salary*	$0	$0
Median Salary	$0	$58,201	*Median Salary*	$0	$0
	Asian	Asian		Asian	Asian
Total	0	0	*Total*	0	0
% of Total	0%	0%	*% of Total*	0%	0%
Average Salary	$0	$0	*Average Salary*	$0	$0
Median Salary	$0	$0	*Median Salary*	$0	$0
	Other	Other		Other	Other
Total	0	0	*Total*	0	0
% of Total	0%	0%	*% of Total*	0%	0%
Average Salary	$0	$0	*Average Salary*	$0	$0
Median Salary	$0	$0	*Median Salary*	$0	$0
	Bilingual	Bilingual		Bilingual	Bilingual
Total	0	1	*Total*	0	0
% of Total	0%	11%	*% of Total*	0%	0%
Average Salary	$0	$58,201	*Average Salary*	$0	$0
Median Salary	$0	$58,201	*Median Salary*	$0	$0
	Male	Female		Male	Female
Total	4	5	*Total*	1	0
% of Total	44%	56%	*% of Total*	100%	0%
Average Salary	$107,257	$74,154	*Average Salary*	$147,029	$0
Median Salary	$103,122	$72,000	*Median Salary*	$147,029	$0

Detail for non-binary employees, if applicable: N/A

8. New Hire Information/Language Access

Date range is 7/1/20 to December 2020 increment run. Detail for any hires since then can be added in the text box below the table.

New Hires (from 7/1/2020 to December 2020)

	Total Number of New Hires
Black or African American	
Asian	
Hispanic or Latino	
White	1
Other	
Total	1

Detail for new hires since December 2020, if applicable: N/A

All Staff

	English	Spanish
Black or African American	1	
Asian		
Hispanic or Latino	1	1
White	7	
Other		
Total	9	1

Frontline Staff

	English	Spanish
Black or African American		
Asian		
Hispanic or Latino	1	1
White	2	
Other		
Total	3	1