



BOARD OF ETHICS
DETROIT

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MEMORANDUM

To: City Councilmembers
Hon. Janice M. Winfrey, Detroit City Clerk
David Whitaker, Legislative Policy Division
Irv Corley, Legislative Policy Division

From: Christal Phillips, Executive Director, Board of Ethics

RE: 2023-2024 Budget Analysis

Honorable Councilmembers,

Please see below the responses to your Budget Questions for 2023-2024.

- 1) Please briefly explain the Board of Ethic's new expense initiatives, new capital funding requests, operational reform and savings proposals, and new revenue initiatives/proposals to be implemented in FY 2024.**

The Board of Ethics has one funding request for a Learning Management System. The amount that is being requested for this initiative is \$125,000.

- 2) Page B35-15 shows that the Board of Ethics has four budgeted positions for FY 2023 and FY 2024. What are the Board of Ethic's number of vacancies as of February 28, 2023? Also, please briefly explain the department's strategy to fill any vacant positions.**

As of February 28, 2023, the Board of Ethics has three (3) FTE positions filled. There is also one (1) filled TASS position. There are currently no vacancies to fill.

- 3) The Mayor's FY 2024 recommended total appropriations for the Board of Ethics is \$545,278 a \$64,723 decrease from the \$610,001 in FY 2023. Decreases are mainly due to expenditure decreases in software maintenance \$21,569, training \$51,000 and rentals-buildings transfer to a consolidated General fund appropriation. These decreases are offset against modest increases in advertising, training-staff, and development). Please explain the expenditure decreases in software maintenance and training and how this will impact operations in FY 2024.**

The Board of Ethics is in the process of procuring WingSwept, a Case Management tool, that can expand our investigator's ability to gather information for investigations and organize findings in a unified report. WingSwept is industry best practice used by the Ombudsman, CRIO, and the OIG.

WingSwept was chosen over the Learning Management System based on a market cost analysis. The Learning Management System costs \$125,000, and WingSwept costs \$55,000.

4) How many ethics investigations were conducted and completed in fiscal year 2022? How many complaints were received in FY 2023 (through January 31, 2023)?

In Fiscal Year 2021-2022, there were zero (0) Investigations, nineteen (19) Requests for Advisory Opinions, eleven (11) Complaints, and three (3) Disclosures.

In Fiscal Year 2022-2023, there were three (3) Investigations, nine (9) Request for Advisory Opinions, three (3) Complaints, and five (5) Disclosures.

There has been a correlation between the increase in effective training participation and an increase in Requests for Advisory Opinions and fewer Complaints and Investigations. The Board of Ethics plans to focus more on increasing disclosures in 2023.

5) Please provide a copy of the Board of Ethics 2022 Annual reports when it is released in April 2023.

The Board of Ethics will provide its 2022 Annual Report by April 1, 2023.