

# Ethics and Elections Commission

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## Department Overview

The Seattle Ethics and Elections Commission (SEEC) helps foster public confidence in the integrity of Seattle city government by providing education, training, and enforcement of the City's Ethics Code, Whistleblower Code, and lobbying regulations. The SEEC also promotes informed elections through education, training, and enforcement of the City's Elections Code and Election Pamphlet Code. In 2011, the SEEC entered into a three-year contract with the Seattle Public Schools to provide an independent and comprehensive ethics and whistleblower protection program to the district. The SEEC's Executive Director is now also serving as the Seattle Public School District's Ethics Officer. Also in 2011, the SEEC executed an agreement with the City of Kirkland to provide an independent ethics investigation program for that city.

The SEEC work on behalf of the City of Seattle centers around four main lines of business:

**Ethics Code:** The SEEC conducts ethics training for all City of Seattle employees on request and through the City's New Employee and New Supervisor Orientation programs. It also provides ethics training information for City employees via the City's intranet site. The SEEC issues advisory opinions regarding interpretations of the Code of Ethics and also investigates and rules upon alleged violations of the Code. Thirty years of formal advisory opinions, organized and searchable by topic, are available on the SEEC's website.

**Whistleblower Code:** The SEEC helps to protect an employee's right to report improper governmental action and to be free from possible retaliation as a result of such reporting. The SEEC either investigates allegations of improper governmental actions itself or refers allegations to the appropriate agency.

**Elections Code and Election Pamphlets Code:** The SEEC fulfills the public's mandate of full campaign disclosure by:

- training organizations required to report campaign contributions and expenditures in proper reporting procedures;
- auditing every organization that files campaign reports;
- working with organizations to correct errors; and
- making all campaign finance information available to the public.

Since 1993, the SEEC has made summary reports of campaign financing information available to the public. And since 1995, the SEEC has published campaign financing information on its website. The SEEC also produces voters' pamphlets for City elections and ballot measures. It makes these pamphlets available in several languages and produces a video voters' guide with King County.

**Lobbying Regulations:** The SEEC is charged with administering the City's lobbying regulations. The SEEC collects and posts information so that citizens know who is lobbying and how much they are being paid to lobby. The SEEC also enforces compliance with the lobbying regulations.

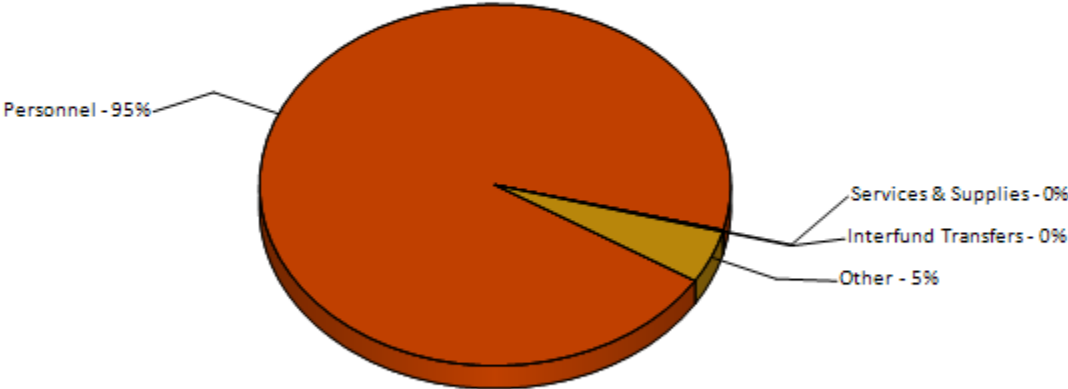
# Ethics and Elections Commission

## Budget Snapshot

Department Support	2012 Actuals	2013 Adopted	2014 Endorsed	2014 Proposed
General Fund Support	\$791,670	\$898,310	\$782,800	\$771,278
<b>Total Operations</b>	<b>\$791,670</b>	<b>\$898,310</b>	<b>\$782,800</b>	<b>\$771,278</b>
<b>Total Appropriations</b>	<b>\$791,670</b>	<b>\$898,310</b>	<b>\$782,800</b>	<b>\$771,278</b>
Full-time Equivalent Total*	6.20	6.20	6.20	6.20

\* FTE totals are provided for information purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.

## 2014 Proposed Budget - Expenditure by Category



## Budget Overview

The 2014 Proposed Budget makes minor technical changes to the 2014 Endorsed Budget.

# Ethics and Elections Commission

## Incremental Budget Changes

### Ethics and Elections Commission

	2014	
	Budget	FTE
<b>Total 2014 Endorsed Budget</b>	<b>\$ 782,800</b>	<b>6.20</b>
<b>Proposed Technical Changes</b>		
Eliminate Funding for Postini Spam Software	-\$ 75	0.00
Citywide Adjustments for Standard Cost Changes	-\$ 11,447	0.00
<b>Total Incremental Changes</b>	<b>-\$ 11,522</b>	<b>0.00</b>
<b>2014 Proposed Budget</b>	<b>\$ 771,278</b>	<b>6.20</b>

## Descriptions of Incremental Budget Changes

### Proposed Technical Changes

#### **Eliminate Funding for Postini Spam Software - (\$75)**

The City has adopted Microsoft Office 365 as its new software platform, and as a result City departments no longer need to purchase separate anti-spam software.

#### **Citywide Adjustments for Standard Cost Changes - (\$11,447)**

Citywide technical adjustments reflect changes due to inflation, central cost allocations, retirement, healthcare, workers' compensation, and unemployment costs. These adjustments typically reflect updates to preliminary cost assumptions established in the 2014 Endorsed Budget.

# Ethics and Elections Commission

## Expenditure Overview

Appropriations	Summit Code	2012 Actuals	2013 Adopted	2014 Endorsed	2014 Proposed
Ethics and Elections Budget Control Level	V1T00	791,670	898,310	782,800	771,278
<b>Department Total</b>		<b>791,670</b>	<b>898,310</b>	<b>782,800</b>	<b>771,278</b>

<b>Department Full-time Equivalents Total*</b>	<b>6.20</b>	<b>6.20</b>	<b>6.20</b>	<b>6.20</b>
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## Appropriations By Budget Control Level (BCL) and Program

### Ethics and Elections Budget Control Level

The purpose of the Ethics and Elections Budget Control Level is to: 1) audit, investigate, and conduct hearings regarding non-compliance with, or violations of, Commission-administered ordinances; 2) advise all City officials and employees of their obligations under Commission-administered ordinances; 3) publish and broadly distribute information about the City's ethical standards, City election campaigns, campaign financial disclosure statements, and lobbyist disclosure statements; and 4) provide an independent and comprehensive Ethics and Whistleblower Protection program for the Seattle Public Schools.

Program Expenditures	2012 Actuals	2013 Adopted	2014 Endorsed	2014 Proposed
Ethics and Elections	791,670	898,310	782,800	771,278
<b>Total</b>	<b>791,670</b>	<b>898,310</b>	<b>782,800</b>	<b>771,278</b>
Full-time Equivalents Total*	6.20	6.20	6.20	6.20

\* FTE totals are provided for information purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.