



METROPOLITAN
TRANSPORTATION
COMMISSION

Joseph P. Bort MetroCenter
101 Eighth Street
Oakland, CA 94607-4700
TEL 510.817.5700
TDD/TTY 510.817.5769
FAX 510.817.5848
E-MAIL info@mtc.ca.gov
WEB www.mtc.ca.gov

Memorandum

To: Members, MTC Advisory Council
Members, MTC Elderly and Disabled Advisory Committee
Members, MTC Minority Citizens Advisory Committee

Date: Oct. 7, 2008

Fr: Pam Grove, Therese Knudsen and Ursula Vogler,
advisory committee staff liaisons

Re: **Ethics Training Requirement**

MTC's legal counsel has identified that MTC's advisory committee members are required to participate in a general ethics training once every two years. Below is information on the law, as well as course options.

Background

As mandated by Assembly Bill AB 1234 and California Government Code Section 53235, local agency officials serving on boards and standing committees must receive two hours of ethics training every two years. Because you sit on one of MTC's three advisory committees, and because you are eligible to receive reimbursement for your expenses, you fall within the definition of a "local agency official" and need to take the training. Many of you took the training in 2006 and so your training will expire at the end of 2008.

Training Scheduled in December, Remote Training Also Available

There are two possible training options prior to the end of the year: a free online course and an in-person course given by the Association of Bay Area Governments (ABAG).

1) Online training. This free, accessible and easy ethics course is being administered by the Fair Political Practices Commission and is the preferred option. The course consists of completion of five required online quizzes, which allow you to retake them if you don't answer enough questions correctly. To start, you must create an account by entering in your name and email address. At the end of the course, the Web site creates a pdf of the completed course information for the recipient to forward to MTC staff and/or print out for your records. Here's the link to begin: <http://localethics.fppc.ca.gov/login.aspx>

2) In-person ABAG course. ABAG is offering their ethics training session on December 17, 2008, from 9 a.m. to 11 a.m. at the Joseph P. Bort MetroCenter Auditorium, 101

Eighth Street in Oakland. The cost is \$90. If this is the only option that works for you, please let us know and MTC will make a reservation on your behalf. Here is the link: <http://www.abag.ca.gov/cgi-bin/newspro/viewnews.cgi?newsid1222116454,39639>,

Other Information

MTC will pay the cost of the training, pay a meeting stipend (for the in-person training only, up to the maximum allowable number per month, which is three for members serving on one committee and five for members who serve on two committees), and will reimburse you for the travel costs to attend the training (for the in-person training only). If you opt to receive training from another source, MTC cannot reimburse you for that training.

You may have already received this training from another local jurisdiction, such as a city, county, transportation agency or other appointing authority. If so, and if you have already received a certificate of completion for that training, you do not have to take it again for this year. Please email or bring in your certificate as soon as possible.

Requested Action From You

Please notify Georgia Lambert with MTC's Public Information Office at glambert@mtc.ca.gov or 510/817-5787 as soon as possible if: 1) you would like to take the in-person course, or 2) neither option works for you (we will work with you to make alternate arrangements.)

Thank you in advance for your attention to this request.