

TEXAS ETHICS COMMISSION

**ANNUAL REPORT OF
NONFINANCIAL DATA**

For The Year Ended August 31, 2018

**Seana Willing
Executive Director**

TABLE OF CONTENTS

I.	LETTER OF TRANSMITTAL	i
II.	SUPPLEMENTARY SCHEDULES	
	1. Schedule 1: Appropriation Item Transfers	1
	2. Schedule 2: HUB Strategic Plan Progress Report	2
	3. Schedule 3: Indirect Costs	3
	4. Schedule 4: Professional/Consulting Fees and Legal Service Fees	4
	5. Schedule 5: Space Occupied	5
	6. Schedule 6: Bonded Employees	6

TEXAS ETHICS COMMISSION

Steven D. Wolens
Chair

Chad M. Craycraft
Vice Chair

Seana Willing
Executive Director



Commissioners

Randall H. Erben
Chris Flood
Mary K. "Katie" Kennedy
Patrick W. Mizell
Richard S. Schmidt
Joseph O. Slovacek

December 11, 2018

Honorable Greg Abbott, Governor
Ursula Parks, Director, Legislative Budget Board
Lisa Collier, First Assistant State Auditor

Dear Ladies and Gentleman:

We are pleased to submit the Annual Report of Nonfinancial Data of the Texas Ethics Commission for the year ended August 31, 2018, in compliance with TEX. GOV'T CODE ANN. Sec. 2101.0115 and in accordance with the instructions for completing the Annual Report of Nonfinancial Data.

The accompanying report has not been audited and is considered to be independent of agency's Annual Financial Report.

If you have any questions, please contact Cristina Hernandez at 512-463-5784.

Sincerely,

A handwritten signature in blue ink, appearing to read "Seana Willing".

Seana Willing
Executive Director

www.ethics.state.tx.us

P.O. Box 12070 o Austin, Texas 78711-2070 o MAIN (512) 463-5800 o FAX (512) 463-8808

Promoting Public Confidence in Government

UNAUDITED

TEXAS ETHICS COMMISSION (356)
 SCHEDULE 1
 APPROPRIATION ITEM TRANSFERS *
 For the Fiscal Year Ended August 31, 2018

ITEMS OF APPROPRIATION

	<u>Transfers In</u>	<u>Transfers Out</u>	<u>Net Transfers</u>
A. Goal: Administer Ethics Laws			
Strategies:			
A.1.1. Disclosure Filing	\$ 0.00	\$ 0.00	\$ 0.00
A.1.2. Advisory Opinions			0.00
A.1.3. Enforcement			0.00
	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Goal A: Administer Ethics Laws	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
B. Goal: Indirect Administration			
Strategies:			
B.1.1. General Administration	0.00	0.00	0.00
B.1.2. Information Resources			0.00
	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Goal B: Indirect Administration	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Net Appropriation Item Transfers	<u>\$ 0.00</u>	<u>\$ 0.00</u>	<u>\$ 0.00</u>

*This schedule does not include benefit replacement pay, salary increase, or rider transfers.

UNAUDITED

TEXAS ETHICS COMMISSION (356)
 SCHEDULE 2
 HUB STRATEGIC PLAN PROGRESS REPORT
 For the Fiscal Year Ended August 31, 2018

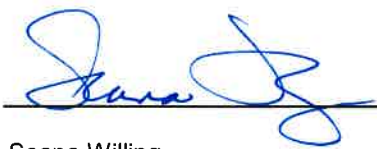
(Source: Texas Government Code, Title 10, Subtitle D, Section 2161.124)

HUB Report Procurement Categories	Fiscal 2017		Fiscal 2018		Fiscal 2019
	Agency Specific HUB Goal	% of Dollars Spent with HUBs	Agency Specific HUB Goal	% of Dollars Spent with HUBs	Agency Specific HUB Goal
Heavy Construction other than building contracts	n/a		n/a		n/a
Building Construction, including general contractors and operative builders contracts	n/a		n/a		n/a
Special Trade construction contracts	n/a		n/a		n/a
Professional Service Contracts	23.70%	100.0%	23.70%	100.0%	23.70%
Other Services Contracts	26.00%	67.3%	26.00%	69.2%	26.00%
Commodities Contracts	21.10%	49.3%	21.10%	6.2%	21.10%

Prepared By: 

Printed Name: Cristina Hernandez

Phone Number: (512) 463-5784

Approved: 

Printed Name: Seana Willing

UNAUDITED

TEXAS ETHICS COMMISSION (356)
 SCHEDULE 3
 INDIRECT COSTS
 For the Fiscal Year Ended August 31, 2018

a.	Payroll Related Costs (does not include amounts paid from appropriated funds for employee benefits)		
	FICA Employer Matching Contribution	\$	131,925.32
	Group Health Insurance		325,378.94
	Retirement		156,694.65
	Unemployment Compensation		0.00
	Total Payroll Related Costs		<u>613,998.91</u>
	Benefit Replacement Pay (BRP)		5,647.58
	Total BRP and Workers' Compensation		<u>5,647.58</u>
b.	Indirect Costs		
	Bond Debt Service Payments:		
	TFC		42,646.00
	Total Indirect Costs		<u>42,646.00</u>
c.	Indirect Costs - Statewide Cost Allocation Plan (based on FY16 data) - Full Cost Method		
	Building Depreciation		18,373.00
	Equipment Depreciation		0.00
	CPA Administration		15,687.00
	CPA Fiscal and ITD		7,002.00
	CPA Purchasing & Support (TPASS)		10,217.00
	CPA Rebates		(276.00)
	DIR		0.00
	DPS Capitol Security		28,923.00
	TFC Admin		0.00
	TFC Building & Utilities		0.00
	TFC Planning & Real Estate Management		159,945.00
	Governor Budget & Planning		129.00
	SORM		0.00
	State Preservation Board		0.00
	State Senate		71.00
	Hse of Representatives		93.00
	Legislative Council		77.00
	Legislative Budget		647.00
	Reference Library		81.00
	Sunset Advisory Brd		105.00
	Total Indirect Costs - Statewide Cost Allocation Plan		<u>241,074.00</u>
	TOTAL INDIRECT COSTS	\$	<u><u>903,366.49</u></u>

UNAUDITED

TEXAS ETHICS COMMISSION (356)
 SCHEDULE 4
 PROFESSIONAL/CONSULTING FEES AND LEGAL SERVICE FEES
 For the Fiscal Year Ended August 31, 2018

<u>NAME</u>	<u>CITY</u>	<u>SERVICE RENDERED</u>	<u>AMOUNT</u>
<u>PROFESSIONAL/CONSULTING FEES</u>			
Diane W. Fulmer, CPA	Round Rock	Accounting Services	\$ 8,036.00
Tx Dpt of Information Resources	Austin	Computer Services	4,000.00
Tx Dpt of Information Resources	Austin	Information Technology	4,000.00
Lillian Hardwick	Austin	Educational/Training Svcs	500.00
Workers Assistance Program Inc	Austin	Other Professional Svcs	617.76
Other Less than \$200			<u>3.00</u>
		Total Professional Fees	\$ <u>17,156.76</u>
<u>LEGAL SERVICE FEES</u>			
Beck Redden LLP	Houston	Legal Services	\$ <u>143,280.76</u>
		Total Professional and Legal Fees	\$ <u><u>160,437.52</u></u>

UNAUDITED

TEXAS ETHICS COMMISSION (356)
SCHEDULE 5
SPACE OCCUPIED
For the Fiscal Year Ended August 31, 2018

<u>LOCATION</u>	<u>SQ. FT.</u>	<u>COST PER SQ. FT.</u>	<u>COST PER MONTH</u>	<u>ANNUAL COST</u>
Headquarters: Sam Houston Building 201 E. 14th St. Austin, Texas Period 9/1/17-8/31/18	9,708	\$0.00	\$0.00	\$0.00
The agency occupies space in a state owned building at no cost to the agency.				
Leased Space: Storage of Records/Disks State Library & Archives 1201 Brazos Austin, Texas	100.8	\$0.43	\$43.73	\$524.72

UNAUDITED

TEXAS ETHICS COMMISSION (356)
SCHEDULE 6
BONDED EMPLOYEES
For the Fiscal Year Ended August 31, 2018

Not applicable - there are no bonded employees