



Illinois Ethics Matters

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Honesty, Integrity, Service

A newsletter from the Office of Executive Inspector General for the Agencies
of the Illinois Governor

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Recent News

- Acting Executive Inspector General Susan Haling testified before the House Appropriations-General Services Committee and the Senate Appropriations II Committee on March 27 & 28, 2019, in support of the OEIG's Fiscal Year 2020 budget request, and before the Senate Executive Committee on April 3, 2019, in support of Senate Bills 1233, 1234, and 1235.

Annual Ethics Training Roll Out



State officials and employees are required to participate in ethics training on an annual basis under the State Officials and

Employees Ethics Act. This training is overseen by the OEIG and the Executive Ethics Commission.

This year, for the first time, ethics training will be offered through the OneNet Learning Management System for officials and employees under the jurisdiction of the Governor. The OEIG is pleased to partner with the Illinois Department of Innovation & Technology to utilize this existing training platform to deliver this required training.

Agencies under the Governor will be assigned a specified month-long training period in the OneNet system between April 15 and July. The training program covers topics such as the roles of the OEIG and EEC, when and how to report misconduct, rights and responsibilities of employees in investigations, conflicts of interest, timekeeping, prohibited political activities, the gift ban, the revolving door prohibitions, hiring and employment practices, and procurement. The training uses examples to illustrate what is and is not ethical conduct. It should require about 30-60 minutes of uninterrupted time for employees to complete the program. All employees must certify completion of training through the OneNet system in order to comply with the Ethics Act.

Employees with any questions about the OneNet system or the ethics training should contact their ethics officer or other agency training designee.

C-List Reminders

Section 5-45(c) of the State Officials and Employees Ethics Act requires each executive branch officer to designate which positions "by nature of their duties, may have the authority to participate personally and substantially in the award of State contracts or in regulatory or licensing decisions." These employees on the so-called "c-list" are required to notify and obtain approval from the OEIG prior to accepting non-State employment.

Ethics officers or their designees are generally responsible for updating their c-lists. The lists should be updated whenever an employee transitions in or out of a position on the list, or new positions or duties are created. Employees must be notified in writing if they are hired, promoted, or transferred into a relevant position, or if their duties change as to qualify them for the c-list. Employees also must certify in writing that they were advised of the revolving door prohibition and the requirement to notify the OEIG.

Employees will face penalties if they fail to notify the OEIG of their non-State employment. Last month, the EEC imposed a \$500 fine for a c-lister's failure to notify the OEIG ([Haling v. Hittmeier, 19-EEC-003](#)).