



CITY AUDITOR ETHICS HOTLINE ACTIVITY REPORT AS OF DECEMBER 31, 2023

BACKGROUND

As part of the City of Olathe's commitment to government accountability and transparency, the City maintains a hotline for citizens and stakeholders to anonymously report potential ethics violations. The hotline is administered by an independent outside vendor, and has both phone and online report filing options. Incident reports are compiled by the vendor and forwarded to designated City management personnel for investigation and resolution. Report filers are given a password to obtain updates and information on their cases.

2023 HOTLINE ACTIVITY

To ensure the ethics hotline process is functioning, the Auditor periodically reviews hotline activity to determine reports are received, promptly investigated and resolved. Based on review of the online incident database and discussion with management personnel, 2 incident reports occurred via the phone hotline for the 12 months ending December 31, 2023. One report related to employee acceptance of gifts and was determined **not** to be a policy violation; the item received was below Olathe City Code of Ethics Section B.10 trivial dollar limits. The second report was determined to relate to Johnson County functions, and the caller was furnished County contact information to further pursue the complaint.

2023 HOTLINE AVAILABILITY

To ensure the hotline website is available for ethics reporting, the Auditor monitors web portal 'uptime' with an automated robotic monitor. This monitor reported no significant website downtime in 2023.

Two test calls were placed to the phone hotline number to ensure it was also 'live' and available to answer potential calls. The phone was answered by personnel in both instances.