

MONTHLY REPORT

JULY 2022



OIG

**NEW ORLEANS
OFFICE OF INSPECTOR GENERAL**

**EDWARD MICHEL, CIG
INSPECTOR GENERAL**

ADMINISTRATION DIVISION



1,867

Number of registered Twitter followers

ADMINISTRATION

The Office Manager is responsible for the following ongoing tasks:

- Human Resources
 - Coordinating the hiring process
- Finance
 - Managing and refining the OIG budget
- Procurement Process
 - Communicating with OIG vendors
 - Processing requisitions to create purchase orders
 - Overseeing the timely payment of OIG expenditures
- Operations
 - Coordinating with the OIG's landlord and various City departments on administrative matters

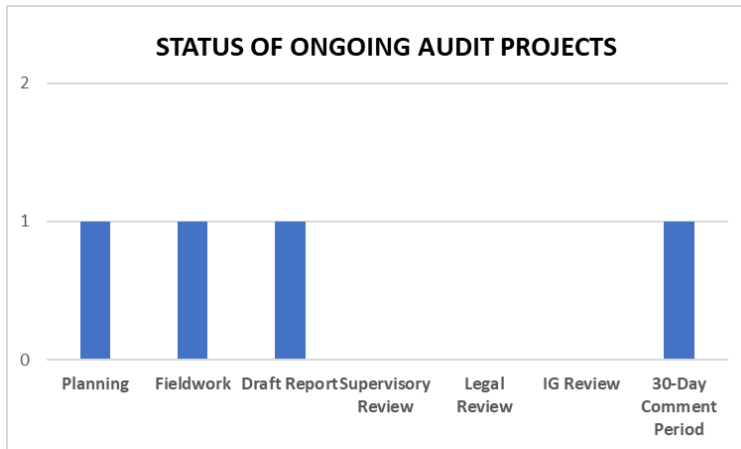
INFORMATION SECURITY

The OIG Information Security Specialist is responsible for the following tasks to maintain the OIG's information technology (IT) integrity

- Technical Support
- Hardware and Software Updates
- Communication and Coordination
- Consultation for IT Purchases

AUDIT & REVIEW DIVISION

The Audit and Review Division conducts financial audits, attestations, compliance, and performance audits of City programs and operations. Auditors test for appropriate internal controls and compliance with laws, regulations and other requirements.



The Audit and Review Division has the following projects in process:

- Department of Public Works (DPW)/SW&B Coordination
- Orleans Parish Communications District (OPCD) Expenditures
- Wisner Fund
- Safety and Permits City Employee Inspections

Project Phase Descriptions:

Planning - includes background research, data gathering, initial interviews, and/or internal controls assessment.

Fieldwork - includes data and statistical analyses, interviews, testing of procedures, onsite observations, and/or physical inspections.

Draft Report - includes data and statistical reviews, documenting fieldwork results, initial report writing, revisions and internal Quality Assurance Review (QAR) prior to supervisory review.

Supervisory Review - includes the review by both Deputy Inspector General and First Assistant Inspector General to ensure sufficiency and appropriateness of evidence, adequate fieldwork procedures, and proper conclusions, content, presentation and readability.

Legal Review - Report review by in-house General Counsel and/or outside Legal Counsel to ensure appropriate and proper legal citations and/or interpretations.

IG Review - Report review by the Inspector General based on corrections and recommended changes resulting from the Legal Review.

30-Day Comment Period - 30-day deadline for the department to review the draft report and submit management responses for inclusion in the final report.

MEASURING PROGRESS

AUDIT AND REVIEW DIVISION

The following information provides a summary of the Audit Division's project phase and a summary of the audit objectives.

Project Name	Project Phase ¹	Anticipated ² Completion Date
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DPW/S&WB Coordination	30-Day Comment Period	08/24/2022
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Summary of Objectives: To determine if the City of New Orleans and S&WB have sufficient policies and procedures relevant to coordinating the \$2 billion Capital Improvement Program and that the internal controls are operating effectively.

Orleans Parish Communications District	Fieldwork	Ongoing
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Summary of Objectives: To determine if management's internal controls are designed properly and implemented and operating effectively to ensure expenses and disbursements were business-related and allowed by law.

Wisner Fund	Planning	Ongoing
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Summary of Objectives: To be determined.

Safety & Permits City Employee Inspections	Supervisory Review	08/2022
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Summary of Objectives: To determine if City employees performed on-site inspections at various locations.

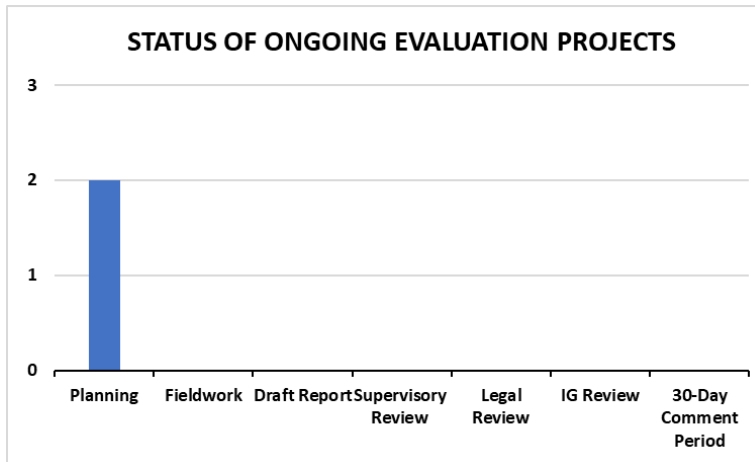
Footnotes:

1 - Project phase determination is based on the objective(s), scope, and methodology for each project. It is not determined by a standard set of hours and/or phase deadline.

2 - The completion date may be re-evaluated if necessary.

INSPECTIONS & EVALUATIONS DIVISION

The Inspections and Evaluations Division works to increase the efficiency, effectiveness, transparency, and accountability of City programs, agencies, and operations. Evaluators conduct independent, objective, empirically based and methodically sound inspections, evaluations, and performance reviews.



The Inspections & Evaluations Division has the following projects in process:

- New Orleans Police Department (NOPD) Violent Crime Response Analysis
- CNO Employee Time and Attendance Reporting

Project Phase Descriptions:

Planning - includes background research, data gathering, initial interviews, and/or internal controls assessment.

Fieldwork - includes data and statistical analyses, interviews, testing of procedures, onsite observations, and/or physical inspections.

Draft Report - includes data and statistical reviews, documenting fieldwork results, initial report writing, revisions and internal Quality Assurance Review (QAR) prior to supervisory review.

Supervisory Review - includes the review by both Deputy Inspector General and First Assistant Inspector General to ensure sufficiency and appropriateness of evidence, adequate fieldwork procedures, and proper conclusions, content, presentation and readability.

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30-Day Comment Period - 30-day deadline for the department to review the draft report and submit management responses for inclusion in the final report.

MEASURING PROGRESS

INSPECTIONS AND EVALUATIONS DIVISION

The following information provides a summary of the Inspections and Evaluations Division's project phase and a summary of the each project's objectives.

Project Name	Project Phase ¹	Anticipated ² Completion Date
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CNO Employee Time and Attendance Reporting

Planning

Ongoing

Summary of Objectives: To determine whether the City has policies, procedure, and controls to ensure that Time and Attendance is reported accurately.

NOPD Violent Crime Response Analysis

Planning

Ongoing

Summary of Objectives: To assess the NOPD's response to violent crimes in the City in relation to best practices and industry standards.

Footnotes:

1 - Project phase determination is based on the objective(s), scope, and methodology for each project. It is not determined by a standard set of hours and/or phase deadline.

2 - The completion date may be re-evaluated if necessary.

INVESTIGATIONS DIVISION

ADMINISTRATIVE INVESTIGATIONS (JULY HIGHLIGHTS)

Issued a Report of Investigation (ROI) to Sewerage & Water Board concerning employee misconduct.

Issued a supplemental ROI to Sewerage & Water Board concerning employee misconduct.

Issued a Request for Documents to Department of Public Works concerning Parking Enforcement Officer assignments.

Issued a Request for Documents to the Equipment Maintenance Division for a list of current City vehicles.

Issued a Request for Documents to the Office of Secondary Employment.

Issued a Request for Documents to Chief Administrative Officer for employee annual and sick leave submissions.

Issued a Request for Documents to New Orleans Police Department for information concerning vehicle equipment.

Issued a Request for Documents to the Chief Information Officer for emails concerning employee annual and sick leave requests.

Issued a Request for Documents to the Orleans Parish Communications District regarding electronic card access system records.

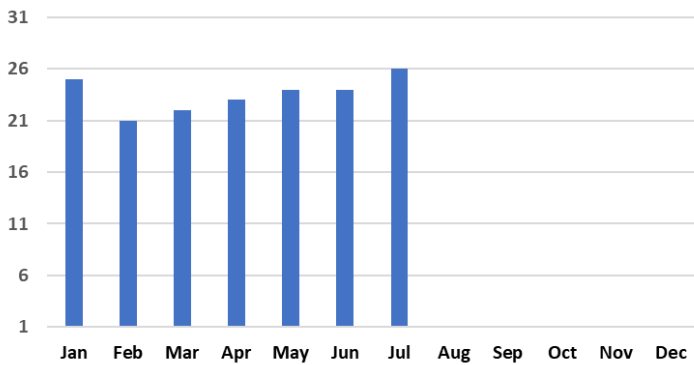
Issued a letter to the Assessor's Office concerning eight (8) residential properties which continued to receive a homestead exemption and senior freeze reduction despite the listed homeowner reportedly being deceased. The total number of residential properties submitted for 2022 is 44. Assessor's Office acknowledged receipt of the letter.

MEASURING PROGRESS

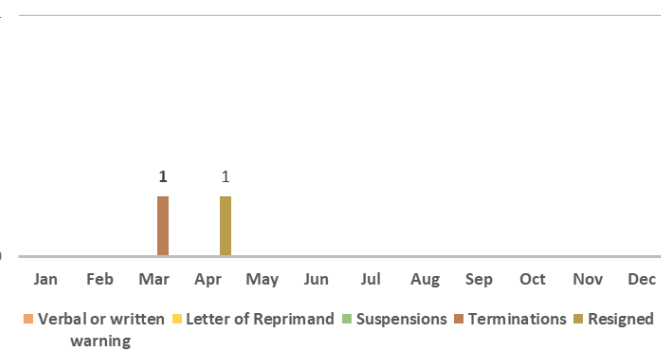
INVESTIGATIONS DIVISION

The Investigations Division conducts criminal and administrative investigations involving City of New Orleans employees, contractors, and vendors that receive City funds. Investigators also work with local, state, and federal partners to conduct joint investigations. The Investigations Division is also available to provide fraud awareness training to City employees and to engage in other outreach programs with businesses and citizens.

NUMBER OF OPEN INVESTIGATIONS



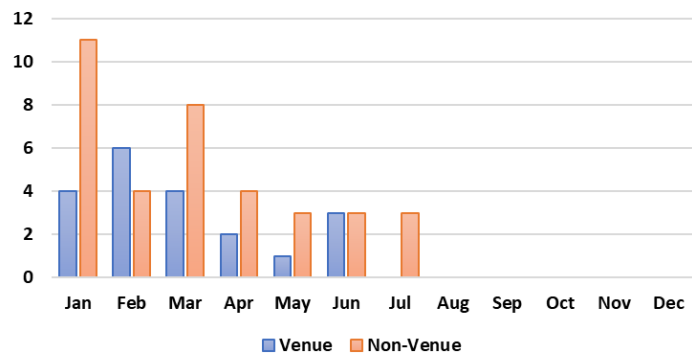
RESULTS OF ADMINISTRATIVE INVESTIGATIONS



RESULTS OF CRIMINAL INVESTIGATIONS



NUMBER OF COMPLAINTS RECEIVED



Venue: Matters that the OIG has the jurisdiction to investigate

Non-Venue: Matters outside of the OIG's jurisdiction

2022 BUDGET

Total Appropriation
\$ 3,581,754

BUDGETED EXPENSES

SPENT YTD

Personnel Expenditures

\$ 2,210,615

\$ 954,710

Operating Expenditures

\$ 276,124

\$ 95,578

Total Expenditures

\$ 2,486,739

\$ 1,050,288

Remaining Fund Balance

\$ 1,095,015

\$ 2,531,466

Remaining at the end of the year if we spend according to our budgeted expenditures.

Actually remaining balance as of 8/1/2022

As of 08/01/2022

OIG ON SOCIAL MEDIA

Tweets

Tweets & replies

Media

Likes



New Orleans OIG @NOLAOIG · Jul 20

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The New Orleans OIG is hiring a Chief Auditor!
inspectorsgeneral.org/job/city-of-ne...



↻ 1



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The New Orleans OIG has an opening for a Chief Evaluator!
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New Orleans OIG @NOLAOIG · Jul 8

...

New Orleans OIG June, 2022 Monthly Report:

nolaoig.gov/images/reports...



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OIG ON SOCIAL MEDIA

New Orleans OIG Retweeted



FBI @FBI · Jul 8

2022 marks the 50th anniversary of female special agents in the #FBI — like @FBIMiamiFL Supervisory Special Agent Maria Llompert. Read her story at go.usa.gov/xSx6X. #WomenWearTheBadge



ALT

18

58

249

