

# MONTHLY REPORT

NOVEMBER 2021



# OIG

NEW ORLEANS  
OFFICE OF INSPECTOR GENERAL

**EDWARD MICHEL, CIG**  
**INTERIM INSPECTOR GENERAL**

# ADMINISTRATION DIVISION

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# 1,810

Number of registered Twitter followers

## ADMINISTRATION

The Office Manager is responsible for the following ongoing tasks:

- Reviewing applications for the Criminal Investigator, and Evaluator vacancies
- Organizing and securing OIG personnel files and creating a comprehensive filing system
- Coordinating and maintaining the OIG vehicle service records and travel logs
- Coordinating the OIG records management activities
- Finalizing the OIG's 2022 Budget and 2021 Year-end purchases

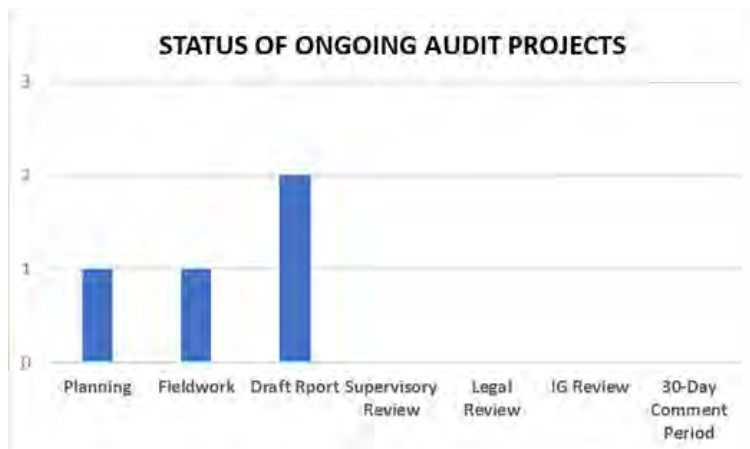
## INFORMATION SECURITY

The OIG Information Security Manager 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:

- BRASS Procurement System
- Orleans Parish Communications District (OPCD) Expenditures
- Department of Public Works (DPW)/SW&B Coordination
- 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 <sup>1</sup> | Anticipated <sup>2</sup> Completion Date |
|--------------|----------------------------|--|
|--------------|----------------------------|--|

|                       |              |           |
|-----------------------|--------------|-----------|
| DPW/S&WB Coordination | Draft Report | 1/31/2022 |
|-----------------------|--------------|-----------|

**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.

|                          |              |           |
|--------------------------|--------------|-----------|
| BRASS Procurement System | Draft Report | 1/31/2022 |
|--------------------------|--------------|-----------|

**Summary of Objectives:** To determine if management's BRASS Procurement System's internal controls are designed properly and implemented and operating effectively.

|  |          |         |
|--|----------|---------|
| Orleans Parish Communications District | Planning | Ongoing |
|--|----------|---------|

**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.

|  |           |         |
|--|-----------|---------|
| Safety & Permits City Employee Inspections | Fieldwork | Ongoing |
|--|-----------|---------|

**Summary of Objectives:** To determine if City employees performed on-site inspections at various locations.

### Footnotes:

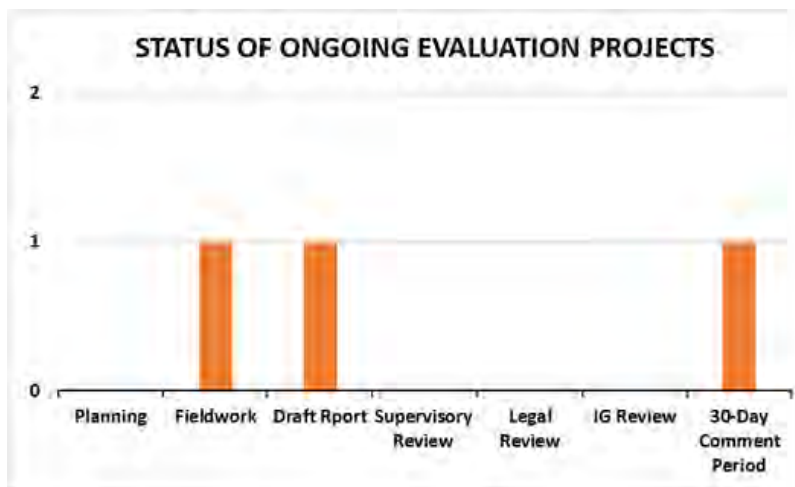
1 - Project phase determination is based on the objective(s), scope, and methodology for each project. It is not determined by a standard set of hours and/or phase deadline.

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

# INSPECTIONS & EVALUATIONS DIVISION

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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 four projects in process:

- Firefighters' Pension Fund Governance
- Competitive Bidding & Selection Processes
- NOLA 311 Potholes

## **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.

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# MEASURING PROGRESS

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## 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 <sup>1</sup> | Anticipated <sup>2</sup><br>Completion Date |
|--------------|----------------------------|---|
|--------------|----------------------------|---|

|  |              |            |
|--|--------------|------------|
| Firefighters' Pension<br>Fund Governance | Draft Report | 12/31/2021 |
|--|--------------|------------|

**Summary of Objectives:** To determine if the Firefighters' Pension Fund investment policies and practices are consistent with authoritative sources and best practices, and adequately consider risks.

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|  |                       |            |
|--|-----------------------|------------|
| Competitive Bidding and<br>Selection Process | 30-Day Comment Period | 12/30/2021 |
|--|-----------------------|------------|

**Summary of Objectives:** To determine if the City's procurement practices encourage sufficient competition among potential contractors.

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|                   |           |           |
|-------------------|-----------|-----------|
| NOLA 311 Potholes | Fieldwork | 3/31/2022 |
|-------------------|-----------|-----------|

**Summary of Objectives:** To determine if the City properly and timely triages and resolves complaints received for the reporting of potholes on streets throughout the community.

**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 (NOVEMBER HIGHLIGHTS)

Issued a second Request for Documents to the Orleans Parish Communications District regarding identification cards

Issued a Referral for three residences claiming a Homestead Exemption where the owner is listed as deceased

Issued a Referral for one residence claiming a Homestead Exemption while operating a Short-Term Rental property

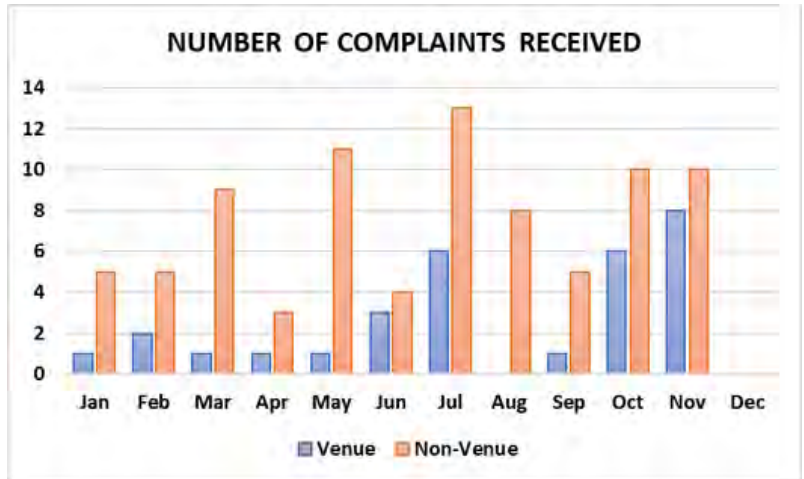
Received documents from Sewerage and Water Board (S&WB) in response to Request for Documents concerning parking garage contract

One City employee resigned while under investigation in lieu of suspension

Three S&WB employees received suspensions pending appeal to the Civil Service Board

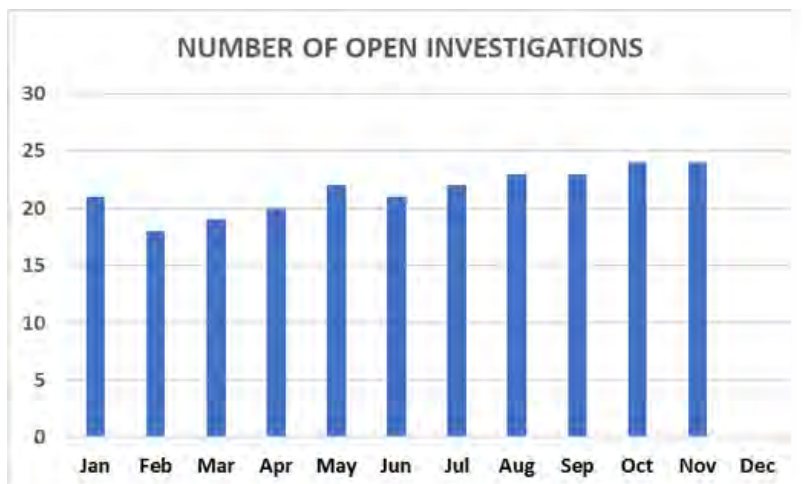
## CRIMINAL INVESTIGATIONS (NOVEMBER HIGHLIGHTS)

None reported.



Venue: Matters that the OIG has the jurisdiction to investigate

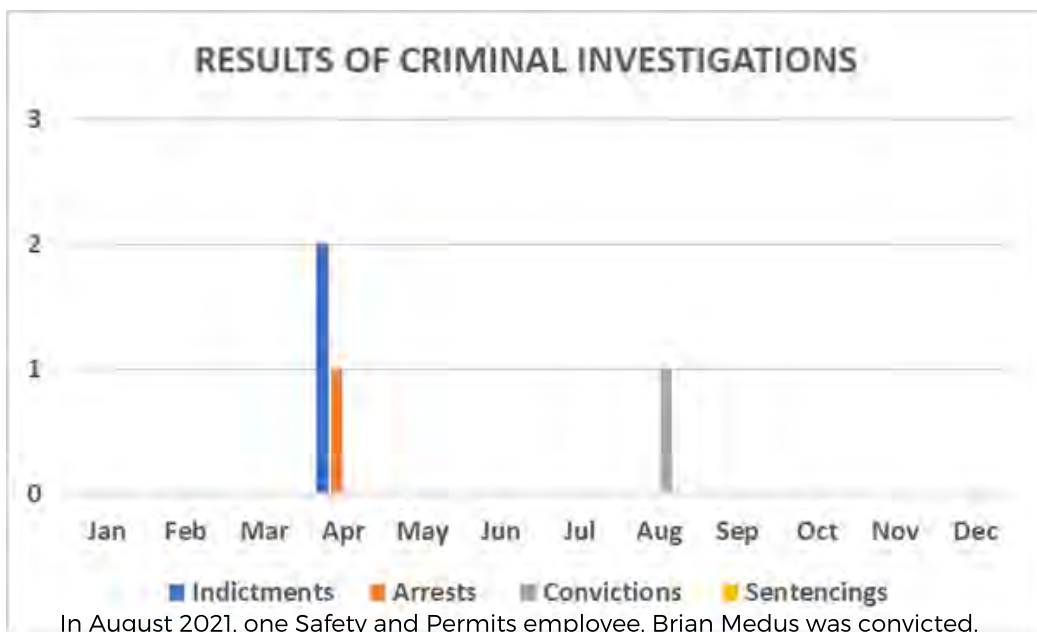
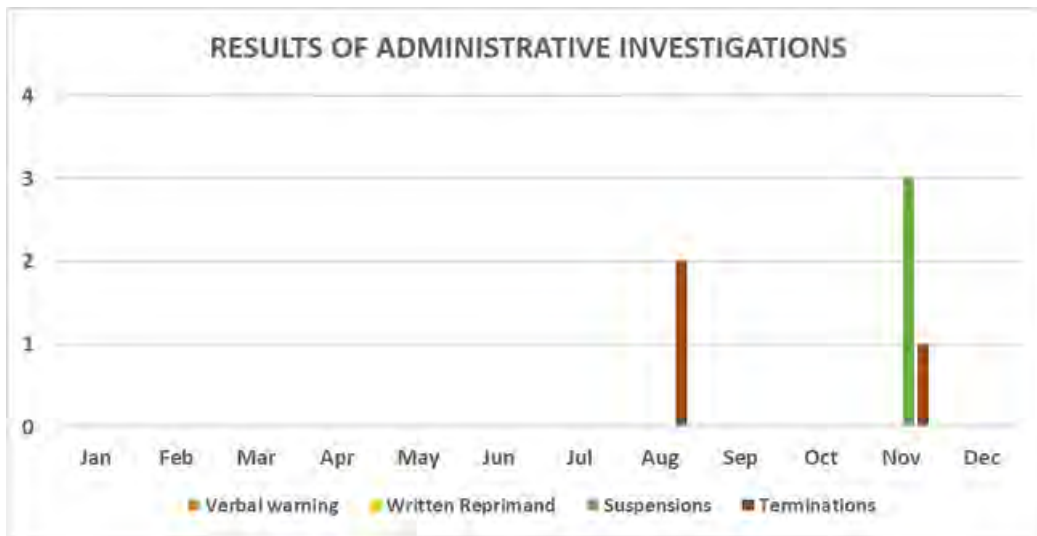
Non-Venue: Matters outside of the OIG's jurisdiction



# 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.





# 2021 BUDGET

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|                     |                    |
|---------------------|--------------------|
| <b>Funding:</b>     | <b>\$3,484,529</b> |
| Expenditures:       | Amount             |
| Personnel           | \$2,002,923        |
| Operating           | \$1,037,319        |
| Total Expenditures  | \$3,040,241        |
| <b>Fund Balance</b> | <b>\$444,288</b>   |

# OIG ON SOCIAL MEDIA

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**New Orleans OIG**  
@NOLAIG

The New Orleans Office of Inspector General presented the annual budget and members of the New Orleans City Council were appreciative of a "Noticeable Difference" in OIG operations. <https://t.co/85oqlbZnqK>



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# OIG ON SOCIAL MEDIA

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**FBI New Orleans** ✓ @FBINewOrleans · Nov 13

...

Election crime when a ballot includes one or more federal candidates, an election or polling place official abuses their office, conduct involves false voter registration, crime intentionally targets minority protected classes and activity violates federal campaign finance laws.



# OIG ON SOCIAL MEDIA

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**New Orleans OIG** @NOLA\_OIG · Nov 4

Great collaboration by the New Orleans Office of Inspector General, United States Attorney, FBI, and the Metropolitan Crime Commission.



justice.gov

Irvin Mayfield and Ronald Markham Sentenced to 18 Months Imprisonment



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You Retweeted



**Louisiana OIG** @LouisianaOIG · Nov 11

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