

# **MONTHLY REPORT**

**SEPTEMBER 2022**



# **OIG**

**NEW ORLEANS  
OFFICE OF INSPECTOR GENERAL**

**EDWARD MICHEL, CIG  
INSPECTOR GENERAL**

# ADMINISTRATION DIVISION

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1,883

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

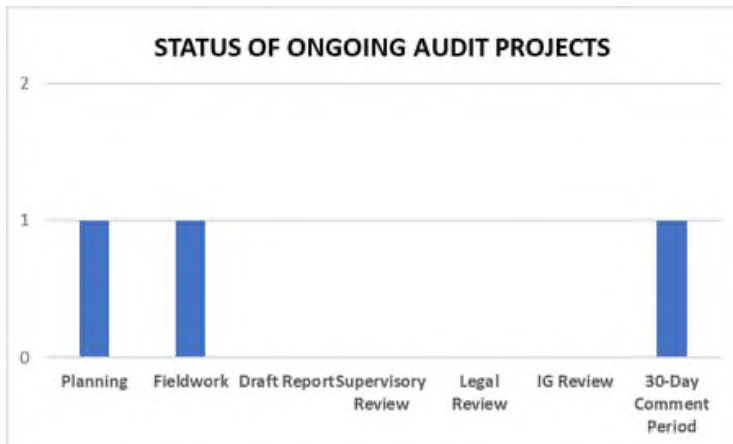
## INFORMATION SECURITY

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:

- Orleans Parish Communications District (OPCD) Expenditures
- Wisner Fund
- Short Term Rentals

## **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
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Orleans Parish Communications District

Fieldwork

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.

Wisner Fund

Ongoing

**Summary of Objectives:** To be determined.

Safety & Permits City Employee Inspections

30 - Day Comment Period

10/20/2022

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

Short-Term Rentals

Planning

Ongoing

**Summary of Objectives:** To be determined.

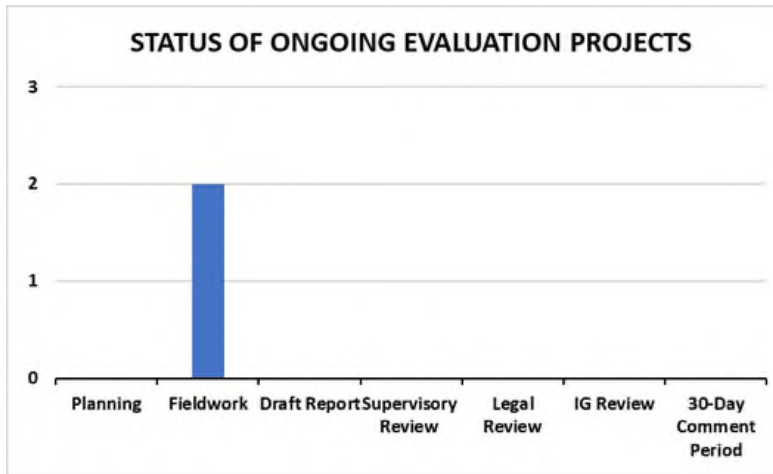
**Footnotes:**

**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
- EMD Fuel Dispensing Follow-Up

## **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.

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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 <sup>1</sup>	Anticipated <sup>2</sup> Completion Date
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CNO Employee Time and Attendance Reporting

Fieldwork

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

Fieldwork

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

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## **ADMINISTRATIVE INVESTIGATIONS (SEPTEMBER HIGHLIGHTS)**

Issued a Report of Investigation (ROI) to the Chief Administrative Officer concerning employee misconduct.

Published a ROI concerning Sewerage & Water Board Employee threatening a City Parking Enforcement Officer on social media.

Issued a letter and related documents 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 59. Assessor's Office acknowledged receipt of the letter.

Issued a Request for Documents to the Department of Public Works regarding parking citations.

Issued a Request for Documents to the Information Technology and Innovation Department.

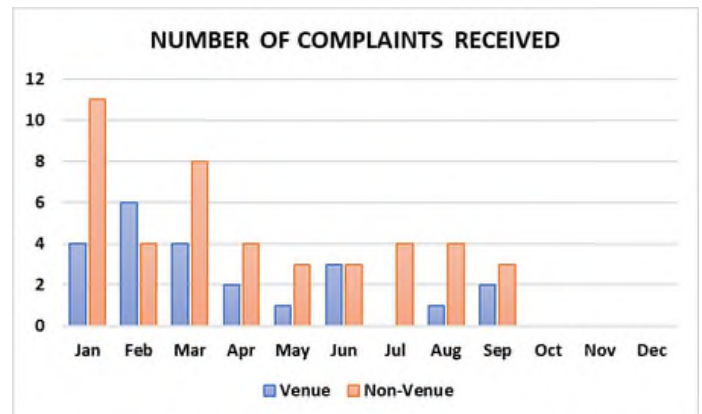
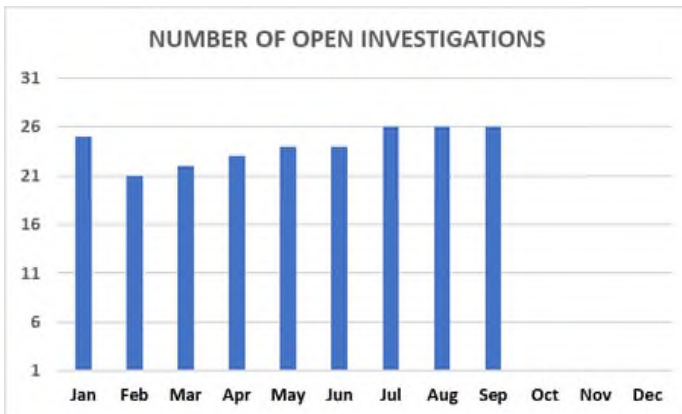
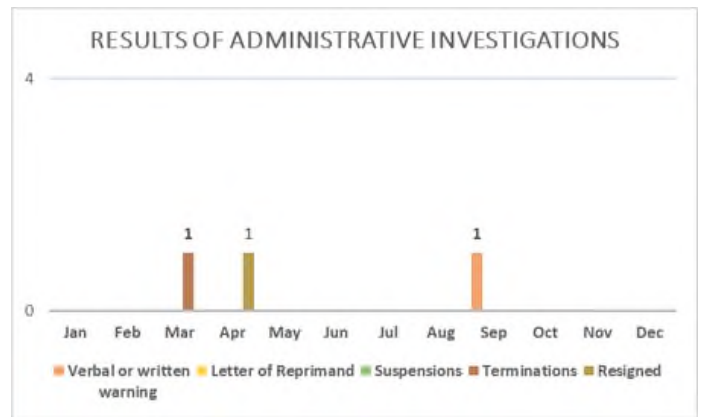
Issued a Request for Documents to the City Attorney regarding Financial Disclosure Statements.

Issued four (4) referral letters to Sewerage & Water Board concerning allegations of employee misconduct concerning take-home vehicles

# 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.



Venue: Matters that the OIG has the jurisdiction to investigate

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



# 2022 BUDGET

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**TOTAL APPROPRIATION FOR 2022: \$3,581,754**

<b>Expenditures</b>	<b>Spent YTD</b>
<b>Personnel</b>	<b>\$ 1,295,284</b>
<b>Operating</b>	<b>\$ 114,571</b>
<b>Total</b>	<b>\$ 1,409,855</b>
<b>Remaining Balance</b>	<b>\$ 2,171,899</b>

As of 10/01/2022

# OIG ON SOCIAL MEDIA

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New Orleans OIG @NOLAIG · Sep 29



The New Orleans OIG released the City of New Orleans Sewerage and Water Board Coordination Audit today:

[nolaig.gov/index.php?option...](https://nolaig.gov/index.php?option=com_content&view=article&id=1234)



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New Orleans OIG @NOLAIG · Sep 28



[nolaig.gov/reports/all-re...](https://nolaig.gov/reports/all-reports)



# OIG ON SOCIAL MEDIA



New Orleans OIG @NOLAIG - Sep 15

The Metropolitan Crime Commission has exposed corruption and promoted Criminal Justice accountability since 1952!



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New Orleans OIG @NOLAIG - Sep 8

The New Orleans OIG released the August, 2022 Monthly Report:

[nolaig.gov/images/reports...](https://nolaig.gov/images/reports...)



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New Orleans OIG @NOLAIG - Sep 2

The New Orleans OIG has a vacancy for a Forensic Auditor I:

[governmentjobs.com/careers/neworl...](https://governmentjobs.com/careers/neworl...)



New Orleans OIG @NOLAIG - Sep 1

The New Orleans OIG announces the 2023 Annual Work Plan:

[nolaig.gov/images/reports...](https://nolaig.gov/images/reports...)

