

MONTHLY REPORT

APRIL 2022



OIG

**NEW ORLEANS
OFFICE OF INSPECTOR GENERAL**

**EDWARD MICHEL, CIG
INSPECTOR GENERAL**

ADMINISTRATION DIVISION



1,849

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

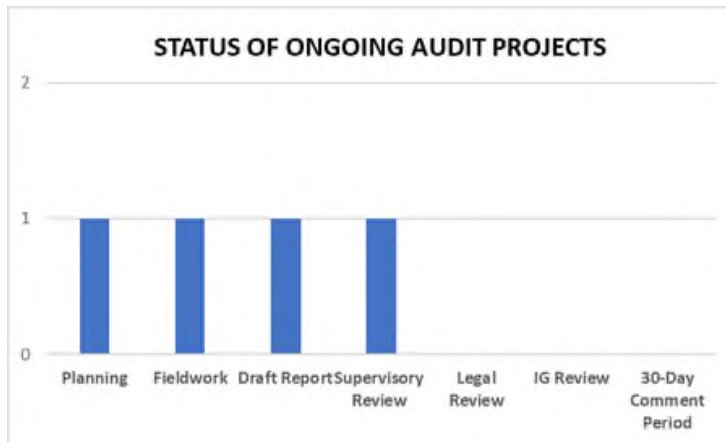
INFORMATION SECURITY

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.



In April 2022, the Audit and Review Division issued the following report:

- BRASS Procurement System

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
- Orleans Parish Sheriff's Office
- 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	Supervisory Review	05/31/2022
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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.

Orleans Parish Sheriff's Office	Planning	Ongoing
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Summary of Objectives: To be determined.

Safety & Permits City Employee Inspections	Draft Report	Ongoing
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Summary of Objectives: To determine if City employees performed on-site inspections at various locations.

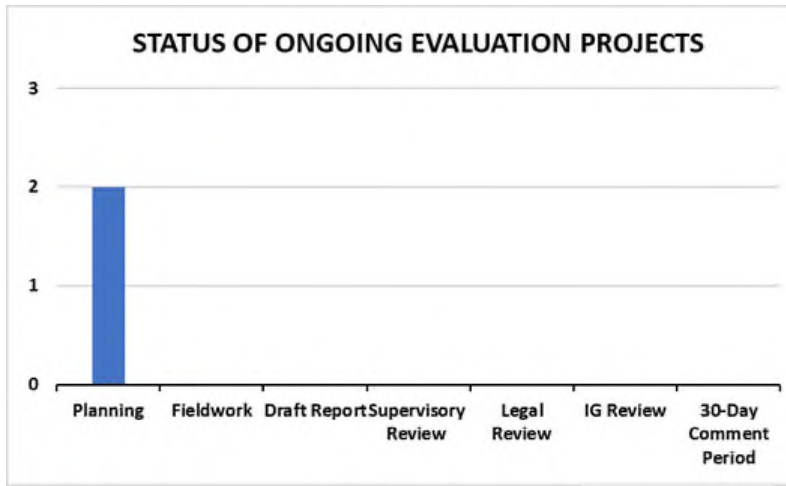
Footnotes:

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:

- City of New Orleans (CNO) Property Transfers to the New Orleans Redevelopment Authority (NORA)
- New Orleans Police Department (NOPD) Violent Crime Response Analysis

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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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

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 Property Transfers
to the NORA

Planning

Ongoing

Summary of Objectives: To determine whether the City is compliant with applicable laws and standards in the transfer of properties to New Orleans Redevelopment Authority.

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 (APRIL HIGHLIGHTS)

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 11. Assessor's Office acknowledged receipt of the letter.

Received City Council resolution requesting the New Orleans Office of Inspector General investigate any potential ethical or other improper actions by City employees in the procurement of the advanced broadband and smart cities RFP awarded to Smart + Connected NOLA and monies being awarded to nongovernmental agencies through one-year CEAs including public monies diverted to Forward Together New Orleans.

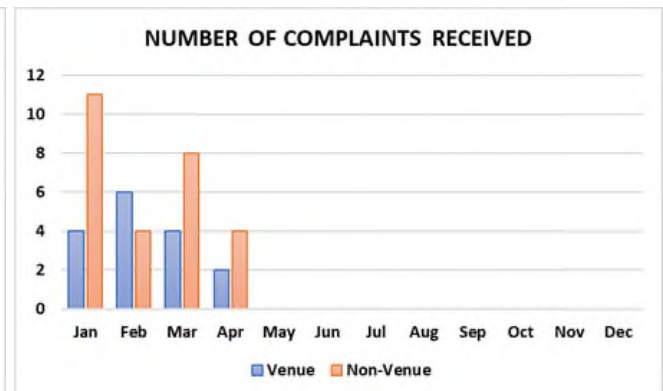
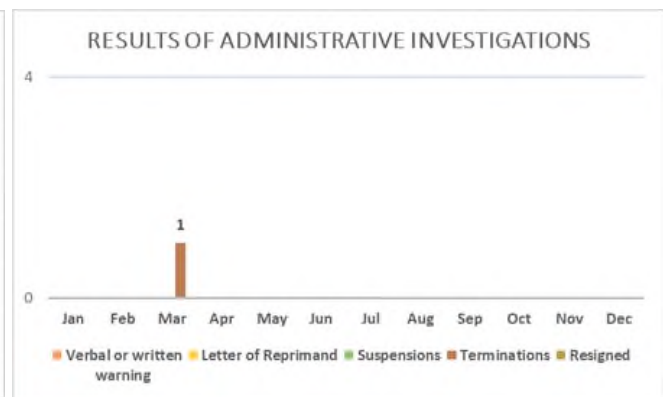
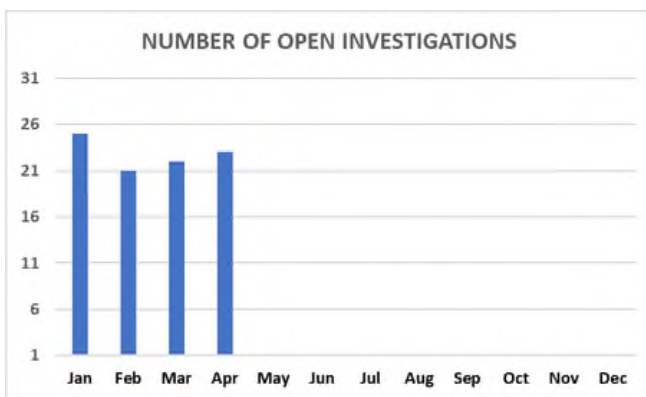
Issued a Request for Documents to the Sewerage and Water Board.

In March 2022, the Investigations Division issued two Requests for Documents to the JJIC. Responses were received in March 2022 and April 2022.

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

2022 OIG Fund Balance & Expenditures

Funding:	\$3,581,754	
Expenditures:	Encumbered Amount	Actual Amount
Personnel	\$2,376,897	\$541,374
Operating	\$337,668	\$43,348
Total Expenditures	\$2,714,565	\$584,722
Fund Balance	\$867,189	

As of 05/03/2022

OIG IN THE NEWS

https://www.nola.com/news/politics/article_30528612-b5eb-11ec-a1f5-c36a5b6306d2.html

Cantrell improved New Orleans' system for managing \$1.1B in city contracts, report says

BY MATT SLEDGE | STAFF WRITER
APR 7, 2022 - 4:00 AM

The city's new system for managing \$1.1 billion in annual invoices is a big improvement over the problem-plagued system it replaced, according to a new report from the Office of Inspector General, though New Orleans still fails to pay some of its bills on time.

Inspector General Ed Michel gave high marks to Mayor LaToya Cantrell's administration for the new purchasing and accounts payable system rolled out in 2019. An audit of the system, known

RESOLUTION

NO. R- 22-203

CITY HALL: April 27, 2022

BY: COUNCILMEMBERS MORENO, MORRELL AND GREEN

WHEREAS, the New Orleans City Council ("Council") recently launched an investigation into the Advanced Broadband and Smart City Systems Request for Proposals No. 1193 ("RFP") awarded to Smart + Connected NOLA to review potential quid pro quos or contract rigging by City employees; and

WHEREAS, the Council learned the Mayor's Office plans to move forward with a one-year Cooperative Endeavor Agreement ("CEA") to advance the smart cities project instead of a multi-year CEA with Council approval; and

WHEREAS, this revealed additional information of other one-year CEAs that may be questionable including a CEA that sends public funding to Forward Together New Orleans;
NOW THEREFORE

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF NEW ORLEANS, That the Council requests the **New Orleans Office of Inspector General ("OIG")** investigate any potential ethical or other improper actions by City employees in the procurement of the advanced broadband and smart cities RFP awarded to Smart + Connected NOLA; and

BE IT FURTHER RESOLVED BY THE COUNCIL OF THE CITY OF NEW ORLEANS, That the Council also requests the **OIG** investigate monies being awarded to nongovernmental agencies through one-year CEAs including public monies diverted to Forward Together New Orleans; and

BE IT FURTHER RESOLVED, That the Clerk of Council is directed to transmit a copy of this resolution to the Mayor of the City of New Orleans and the **New Orleans Office of Inspector General**.

OIG ON SOCIAL MEDIA



New Orleans OIG @NOLAOIG · Apr 1

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Great collaboration by the FBI, the Louisiana Office of Inspector General, the U.S. Department of Education – Office of Inspector General and the U.S. Attorney's Office, Middle District of Louisiana.



justice.gov

Federal Jury Convicts Baton Rouge Man of Fraud S...
United States Attorney Ronald C. Gathe, Jr.,
announced the conviction of Elliot Sterling, age 33...



New Orleans OIG @NOLAOIG · Apr 6

It was a pleasure to present 'New Orleans Office of Inspector General Initiatives' to the Business Council of New Orleans today.



OIG ON SOCIAL MEDIA



New Orleans OIG @NOLA0IG · Apr 7

New Orleans OIG releases the 'Budget, Requisition and Accounting Services System : Purchasing and Accounts Payable Audit Report'.



New Orleans OIG @NOLA0IG · Apr 8

The New Orleans OIG is currently seeking interns!

nola0ig.gov/images/OIG_-_1...

 **NEW ORLEANS OFFICE OF INSPECTOR GENERAL**

Edward Michel
Inspector General

INTERNSHIP POSTING

The New Orleans Office of Inspector General (OIG) is seeking a group of interns to join our team for a 3-month paid program. Interns will gain professional analytical, technical, and administrative knowledge in one or more areas of municipal government administration and related work as required.

Duties may include the following:

- Preparation of administrative and public information reports and manuals including monthly reports, training manuals, procedural manuals, pamphlets, flow charts, and organizational charts.
- Provide OIG Divisions assistance with general administrative support as requested.
- Conduct bulk data research for OIG Divisions.
- Maintaining an organized filing system within the various OIG Divisions as requested.
- Process various types of paperwork as requested by the immediate supervisor.
- Respond to emails in a timely manner.
- Answer phone calls and transfer calls to the appropriate individual(s), if necessary.
- Act in a courteous and professional manner to all OIG employees and external individuals.
- Other duties as assigned.

Qualifications:

- Currently pursuing a Bachelor's degree (or higher) in accounting, finance, business administration, public administration, criminal justice, social science, or a closely related field from an accredited college or university
- Provide an official transcript from an accredited college or university
- Thorough knowledge of the English language and ability to write, speak, and clearly communicate.
- Ability to work independently.
- Ability to maintain effective working relationships with employees, public officials, industry representatives, the general public, and representatives of the press.
- Ability to obtain information through research.
- Ability to plan, organize, and coordinate the work performing varied clerical operations, and to develop and initiate policies and procedures.

Details:

- Work Schedule & Hours: Interns are guaranteed a minimum of 20 hours per week.
- Compensation: \$17.09 per hour
- Location: New Orleans, LA

Application Process: Candidates must apply by sending the following to careers@nola0ig.gov

1. Cover letter;
2. CV or resume;
3. Copy of official transcript from an accredited college or university (Please note, an official transcript will be required upon start of program).

All applications must be received on or before Friday, April 29, 2022.

Contact: Please direct questions to Ana Reyes at areyes@nola0ig.gov or (504) 681-3206. Note that candidates must apply through the email identified above.

525 St. Charles Avenue, New Orleans, LA 70130 • Phone (504) 681-3200 • Fax (504) 681-3200 • nola0ig.gov

OIG ON SOCIAL MEDIA



New Orleans OIG @NOLAIG · Apr 11

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The New Orleans Office of Inspector General is hiring Auditors, Evaluators and Investigators as well as Interns.

nolaig.gov/about/careers



New Orleans OIG @NOLAIG · Apr 11

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Another productive month for the New Orleans OIG.

Special thanks to the dedicated professionals of the New Orleans OIG.

nolaig.gov/images/reports...



OIG ON SOCIAL MEDIA

New Orleans OIG Retweeted



New Orleans OIG @NOLAIG - Apr 15

The New Orleans OIG is now accepting applications for the OIG Citizens Academy.

nolaig.gov/component/rsfo...

OIG COMMUNITY ENGAGEMENT



NEW ORLEANS OFFICE OF INSPECTOR GENERAL ANNOUNCES THE IMPLEMENTATION OF THE INSPECTOR GENERAL CITIZENS ACADEMY

Our Citizens Academy program is an engaging four-week program that gives business, religious, civic, and community leaders an inside look at the Office of Inspector General (OIG). Classes will meet in the evenings at the New Orleans Office of Inspector General Office at the Federal Reserve Bank in New Orleans.

The mission of the OIG Citizens Academy is to foster a greater understanding of the role and mission of the OIG in the community through discussion and education. Upon completion, attendees will have a greater understanding of how the OIG assesses and mitigates fraud, waste, abuse and public corruption through audits, evaluations and investigations. Upon completion of the Academy, attendees will have a firm understanding of the root causes of fraud, waste, abuse and public corruption, as well as the proper protocols for reporting fraudulent behavior. Candidates are nominated by New Orleans City Employees, the Ethics Review Board, former Citizens Academy graduates, and community leaders. Participants are selected by the Inspector General. Please see the below application for the New Orleans OIG Citizens Academy.



New Orleans OIG @NOLAIG - Apr 19

The New Orleans Office of Inspector General and Independent Police Monitor presented the March Monthly Reports to the Ethics Review Board.

