



**Jefferson Parish Office of Inspector General**



# **Inspector General Report**

**April 2022**

**Kim Raines Chatelain, Inspector General**

**INSPECTOR GENERAL REPORT  
TO THE ETHICS AND COMPLIANCE COMMISSION  
Wednesday, April 20, 2022**

**I. JPOIG Operations**

- A. Budget  
Budget to actual report, quarterly or as requested. *See attached.*
- B. Compliance
  - 1. Financial Disclosure Reminders, deadline May 15th
  - 2. Mandatory Training Governmental Ethics and Employee Discrimination, due prior to performance evaluations
  - 3. Policies. Reviewed, updated and published. Bi-weekly staff advisories.
- C. Procurement  
Requests for proposals and/or Statement of Qualifications to be developed for the purposes of assessing cost benefit to improving technology and/or resolving current technology challenges.
- D. Recruitment and retention
  - 1. JPOIG employee survey, assessments and meetings. On-boarding and orientation.
  - 2. Position descriptions to be amended as needed to recruit for new Deputy Inspector General-Legal.
  - 3. Staff training and education, all staff asked to report training needs.
- E. Social Media  
New initiatives to develop digital content targeted at (1) informational posts on history and work of inspectors general; (2) informational posts of work of JPOIG; (3) current events and important actions taken by Parish; (4) recommendations resolved. *See attached.*

**II. JPOIG Reports to be presented**

- A. Grand Isle Volunteer Emergency Services, Inc. (GIVES), JPOIG #2021-0027, published 02/17/2022. Presented by Malon Thompson, Auditor.
- B. Terrytown Volunteer Fire Company, 2021-0006, published 02/11/2022. Presented by Greg Lampard, Auditor.

**III. Complaints/Intakes**

Modifications to complaint/intake process to facilitate reporting of complaints and intakes on a monthly basis, in addition to reporting in Annual Report.

**Investigation Intakes Closed**

2022-0016 (03/25/22)

2022-0017 (03/25/22)

2022-0018 (03/25/22)

2022-0019 (03/24/22)

2022-0022 (03/30/22)

**Intake(s) to Investigations**= None for**IV. Audits**

JPOIG #	Description	Planning	Field Work	Report/ Review	Draft Report	Non-Parish Draft	Public
<i>Follow-up Audits</i>							
2017-0027	Security Services Contract						
2017-0041	Overtime Pay						
2017-0045	Water Physical Security						
<i>New Audits</i>							
2021-0009	Water Accounts Receivable						
2022-0026	BP Funds						
2022-0024	Live Oak VFC						
2022-0025	Nine Mile Point VFC						

**V. Evaluations**

JPOIG #	Description	Planning	Field Work	Report/ Review	Draft Report	Non-Parish Draft	Public
2021-0019	VFC and EBCFC Drug Policies and Testing						
2021-0045	Ida Debris Removal						
2022-0020	Personnel: Classified Service						

**VI. Investigations**

Active Intakes: 20

Active Cases: 12

**VII. Implementation of Recommendations**

Modifications to the Recommendation Tracker to achieve greater readability and clarity are currently being discussed and considered.

**VIII. Quality Review**

Members of the Quality Assurance Review Committee met with IG McClintock prior to the end of his term.

**IX. Public outreach and engagement**

Susan Andrews jointly presented with Erica Smith of the New Orleans Inspectors General Office before the local chapter of the Institute of Internal Auditors and Association of Fraud Examiners on “ROI,” Return on Investment.

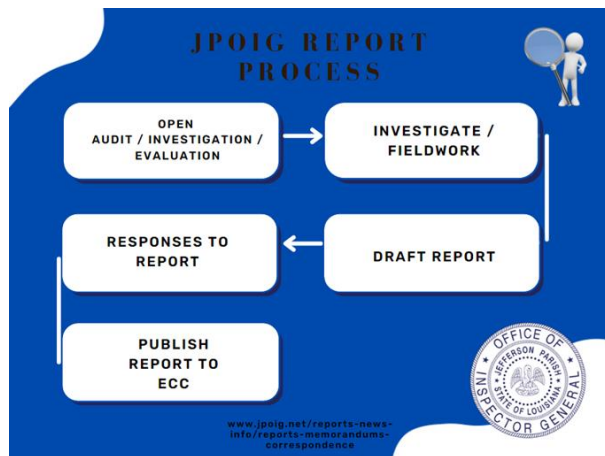
## 1<sup>st</sup> QUARTER BUDGET TO ACTUAL

First Quarter 2022 JPOIG BUDGET- Department 3562 - Office of Inspector General						
Class	Account#	Account Desc	2022 Amended Budget	2022 YTD Expenses	% Used	2022 Amended Budget less YTD balance
69 - PerSer/Bf	7011	ADMINISTRATIVE SALARIES	957,667.00	213,795.66	22%	743,871.34
69 - PerSer/Bf	7011.3	ADMINISTRATIVE COMP	0.00	495.94	0%	(495.94)
69 - PerSer/Bf	7031	ACC LEAVE	0.00			0.00
69 - PerSer/Bf	7033	EXPENSE ALLOWANCES	35,040.00	9,097.50	26%	25,942.50
70 - PerSer/Bf	7110.1	MEDICARE	13,918.00	3,143.89	23%	10,774.11
70 - PerSer/Bf	7110.2	FICA	0.00			0.00
70 - PerSer/Bf	7121.1	J P EMPLOYEES' RETIRE SYS	2,400.00	559.66	23%	1,840.34
70 - PerSer/Bf	7122.1	PAROCHIAL EMPLOYEES' RET	107,559.00	22,591.71	21%	84,967.29
70 - PerSer/Bf	7131.1	HEALTH-CURRENT EMPLOYEES	53,004.00	15,273.84	29%	37,730.16
70 - PerSer/Bf	7132.1	LIFE-CURRENT EMPLOYEES	1,416.00	359.94	25%	1,056.06
70 - PerSer/Bf	7133	PENSION FACTOR	2,190.00	489.89	22%	1,700.11
70 - PerSer/Bf	7136	EMPLOYEE BENEFITS	252.00	48.75	19%	203.25
70 - PerSer/Bf	7140	UNEMPLOYMENT INSURANCE	960.00	223.98	23%	736.02
70 - PerSer/Bf	7150	WORKMEN'S COMPENSATION	0.00			0.00
70 - PerSer/Bf	7161	TENURE PAYMENTS	160.00			160.00
71 - PerSer/Oth	7022	CONTRACT PERSONNEL	0.00			0.00
71 - PerSer/Oth	7134	POST EMPLOYEE BENEFITS	10,909.00			10,909.00
71 - PerSer/Oth	7163.1	PHYSICALS	150.00			150.00
71 - PerSer/Oth	7163.2	DRUG TESTS	150.00			150.00
72 - Supplies	7210	OFFICE SUPPLIES	5,840.00	381.64	7%	5,421.46
72 - Supplies	7211	POSTAGE	300.00	294.98	98%	5.02
72 - Supplies	7212	DUES & SUBSCRIPTIONS	20,000.00	4,626.15	23%	15,373.85
72 - Supplies	7214.1	PC SOFTWARE	5,000.00	1,091.40	22%	3,908.60
72 - Supplies	7214.2	ACCESSORIES	0.00			0.00
73 - Prof/Tech	7311	INDIRECT COSTS	14,112.00			14,112.00
73 - Prof/Tech	7312.1	ASSESSOR'S OFFICE	784.00			784.00
73 - Prof/Tech	7312.2	SHERIFF'S OFFICE	778.00			778.00
74 - Prof/Tech	7321	ATTORNEYS FEES	25,000.00			25,000.00
73 - Prof/Tech	7331	PROFESSIONAL SERVICES	25,010.00	5,362.61	22%	19,637.39
73 - Prof/Tech	7332.1	COMPUTER SERVICE	8,982.00			8,982.00
74 - Serv/Prop	7431.1	BUILDINGS & STRUCTURE	2,000.00			2,000.00
74 - Serv/Prop	7442	BUILDINGS	100,000.00	32,896.00	33%	67,104.00
74 - Serv/Prop	7445	OFFICE EQUIPMENT RENTAL	5,000.00	1,098.59	22%	3,901.41
75 - Other Serv	7512.4	CENTRAL TELEPHONE SERVICE	649.00			649.00
75 - Other Serv	7513	DATA LINES	1,000.00	200.18	28%	719.70
75 - Other Serv	7517	INTERNET ACCESS SERVICE	0.00			0.00
75 - Other Serv	7531	INSURANCE	0.00			0.00
75 - Other Serv	7532	INSURANCE POLICIES	11,500.00	7,938.00	69%	3,562.00
75 - Other Serv	7540	ADVERTISING	500.00			500.00
75 - Other Serv	7551	CENTRAL PRINTING CHARGE	500.00			500.00
75 - Other Serv	7562.1	AUTOMOBILE EXPENSES	0.00			0.00
75 - Other Serv	7562.3	TRAINING AND TRAVEL COSTS	20,000.00	300.00	2%	19,700.00

75 - Gen'l Exp	7693	ELECTION EXPENSES				0.00
76 - Gen'l Exp	7699.9	OTHER MISCELLANEOUS EXP	9,000.00			9,000.00
77 - Cap Outlay	7743	OFFICE EQUIPMENT	2,000.00			2,000.00
77 - Cap Outlay	7744	FURNITURE & FIXTURES	2,580.00			2,580.00
77 - Cap Outlay	7746	COMPUTER EQUIPMENT	7,962.00			6,822.00
77 - Cap Outlay	7748	VIDEO & AUDIO EQUIPMENT	2,000.00			2,000.00
<b>TOTAL Office of Inspector General</b>			<b>1,456,272.00</b>	<b>320,270.31</b>	22%	<b>1,134,734.67</b>



## SOCIAL MEDIA AND PUBLIC ENGAGEMENT



### 7 PRINCIPLES OF HIGHLY EFFECTIVE INSPECTORS GENERAL

1. REMAIN INDEPENDENT
2. BE TOUGH BUT FAIR
3. TELL THE GOOD WITH THE BAD
4. PROVIDE POTENTIAL SOLUTIONS
5. STRIVE FOR TIMELINESS
6. DON'T CUT CORNERS
7. DON'T EXPECT TO BE POPULAR.

BY GLENN FINE

### HISTORY OF THE OFFICE OF THE INSPECTOR GENERAL:

On October 29, 1777, George Washington recommended the permanent establishment of an inspector general post to the Continental Congress, and Baron Friedrich Wilhelm von Steuben, a Prussian, was the first inspector general to serve a significant term. On February 18, 1779, the Continental Congress formally created a charter for the Office of Inspector General. The concept of oversight has been integral to the military since then, and has expanded to federal, state and local governments.

[#inspectorsgeneral](#) [#oversight](#) [#accountability](#) [#KnowYourGovernment](#)



## **REPORT FRAUD, WASTE, OR ABUSE**

### **BY INTERNET:**

Visit our website at [www.jpoig.net](http://www.jpoig.net), click  
"Report Waste, Fraud or Abuse"

### **BY PHONE:**

Call our tip line at (504) 528-4444

### **BY MAIL:**

990 N. Corporate Drive, Suite 300  
Jefferson, LA 70123

### **IN PERSON:**

Contact us at (504) 736-8962 to schedule an appointment

## **JPOIG Social Media**



[Twitter.com/JPOIG](https://twitter.com/JPOIG)



Channel: Jefferson  
Parish Office of  
Inspector General



[Facebook.com/JPOIG](https://facebook.com/JPOIG)



[LinkedIn.com/Company/JPOIG](https://LinkedIn.com/Company/JPOIG)



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