



Jefferson Parish Office of Inspector General



Inspector General Report

September 2022

Kim Raines Chatelain, Inspector General

**INSPECTOR GENERAL REPORT
TO THE ETHICS AND COMPLIANCE COMMISSION
Wednesday, September 21, 2022**

I. JPOIG Operations

- A. Budget
None. (NOTE: Next report will be given in October, Budget to Actual thru 9/30/2022)

- B. Compliance
 1. Microsoft 365 e-mail migration of active emails. Archived e-mails have not been migrated. Detected issues with JPECC and JPOIG emails.
 2. Microsoft 365 data cutover took place 9/12/2022.
 3. Outstanding IT actions:
 - a) Firewall and Security. Discussed status of existing firewall and security with Director of IT.
 - b) Back-up. Secure alternative back-up.
 4. Report release protocol. A report release protocol is in draft and expected to be adopted by October. Discuss proposed changes to release process.
 5. Revised Standard Operating Procedures for Audit, in draft.

- C. Procurement
 1. Phones, ATT contract through State. Project manager has been assigned and awaiting date for cutover.
 2. Column Case Management (Case Management Tracking System). Executed Statement of Work (SOW) for upgrade from .4 ver to .8 ver and migration to cloud.

- D. Recruitment and retention
None.

- E. Ordinance re JPOIG Access
Amendment to IG ordinance, JPCO §2-155.10, to provide direct access by JPOIG to Parish Financial Management system was cancelled. Access was restored to two profiles: IG and Data Analyst.

- F. Annual Work Plan published on 9/1/2022.

- G. Civic outreach
Attended BGR Breakfast briefing on Jefferson Parish. Attended MCC Law Enforcement Awards.

H. Social Media
 The status for social media is presented below for the period 08/22/2022-09/19/2022.

| Social Media Platform | Engagement |
|---|---|
| Facebook 590 Total Followers  | <ul style="list-style-type: none"> • Gained 3 Followers • 4 Posts/Re-Posts • Reached a total of 464 viewers across app posts (last 28 days) • Post Engagement: 204 (last 28 days) |
| Twitter 114 Total Followers  | <ul style="list-style-type: none"> • Gained 0 Followers • 3 Tweets • 287 Tweet Impressions (last 28 days) • 194 Profile Visits (last 28 days) |
| Linked-In 223 Total Followers  | <ul style="list-style-type: none"> • Gained 11 Followers (last 30 days) • 4 Posts/Reposts • 398 Post Impressions (last 30 days) |

Jefferson Parish Office of Inspector General
 September 1 at 4:42 PM · 🌐

Please click the link for our 2023 Annual Work Plan posted today.
https://www.jpoig.net/images/2023_Annual_Work_Plan.pdf 📄



2023 Annual Work Plan

September 1, 2022

Kim Raines Chatelain
 Inspector General

Jefferson Parish Office of Inspector General
 September 16 at 4:36 PM · 🌐

Pleased to attend #bgrbriefing on Jefferson's Storm Preparations and to visit with OIG employees new and old, Jeffrey Adolph and Jim Mitchell. Very informative presentation. Watch at <https://www.youtube.com/watch?v=kvHBH6prgE&t=238s> 📺 Jefferson Parish Bureau of Governmental Research



II. JPOIG Reports to be presented

None. NOTE: Production has been impaired while processes are adjusted. These processes need to be adjusted to address and resolve integrity issues both present and future. Issues will continue to present unless and until such time as they are resolved. These resolutions will be reflected in Inspector General Annual Report..

III. Complaints/Intakes

Modifications to complaint/intake process eliminating redundancy of processes, redundancy of digital and paper files and reducing risk of human error. Assessment of Case Management capabilities for improvement and in anticipation of update and migration continues. Improvements will support reporting of complaints and intakes on a monthly basis and will support Annual Report.

| Intakes Opened | Intakes Closed |
|---|---|
| <ul style="list-style-type: none">➤ 2022-0045 (08/29/2022)➤ 2022-0046 (08/31/2022)➤ 2022-0047 (09/14/2022)➤ 2022-0048 (09/14/2022)➤ 2022-0049 (09/16/2022)➤ 2022-0050 (09/16/2022) | <ul style="list-style-type: none">➤ 2015-0026 (09/01/2022)➤ 2015-0036 (09/01/2022)➤ 2016-0010 (09/16/2022)➤ 2016-0027 (08/25/2022)➤ 2016-0034 (09/16/2022)➤ 2016-0039 (09/09/2022)➤ 2017-0003 (09/16/2022)➤ 2017-0021 (08/25/2022)➤ 2022-0027 (08/25/2022)➤ 2022-0039 (08/25/2022)➤ 2022-0043 (08/25/2022)➤ 2022-0044 (09/09/2022)➤ 2022-0045 (09/01/2022)➤ 2022-0046 (09/09/2022) |
| Cases Opened | Cases Closed |
| None | <ul style="list-style-type: none">➤ 2015-0016 (08/25/2022) |

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 | CLOSED | | | | | |
| 2017-0045 | Water Physical Security | | | | | | |
| 2019-0003 | Office of Fire Service | | | | | | |
| <i>Audits</i> | | | | | | | |
| 2021-0009 | Water Accounts Receivable | CLOSED | | | | | |
| 2022-0026 | BP Funds | | | | | | |
| 2022-0024 | Live Oak VFC | | | | | | |
| 2022-0025 | Nine Mile Point VFC | | | | | | |
| 2022-0028 | Bridge City VFC | | | | | | |
| 2022-2029 | Marrero Harvey VFC | | | | | | |

Risk Assessment: Risk Assessment to be undertaken in a timely fashion to deliver report by deadline.

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 (as of 09/19/2022)
 Open Intakes: 22 (fka “Active Intakes”)
 Open Cases: 16 (fka “Active Cases”)

VII. Implementation of Recommendations
 Recommendation Tracker has been removed from website due to discrepancies, inability to reconcile and need to assess. Recommendation Tracker can be re-deployed with reliable data generated from Case Management system once cases have been assessed and system updated.

VIII. Public outreach and engagement
 No new reports at this time.

REPORT FRAUD, WASTE, OR ABUSE

BY INTERNET:

Visit our website at www.jpoig.net, click
"Report Waste, Fraud or Abuse"

BY PHONE:

Call our tip line at (504) 736-8962

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

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



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