



**Jefferson Parish Office of Inspector General**



# **Inspector General Report**

## **March 2023**

**Kim Raines Chatelain, Inspector General**

**INSPECTOR GENERAL REPORT  
TO THE ETHICS AND COMPLIANCE COMMISSION  
Wednesday, March 8, 2023**

**I. JPOIG Operations**

**A. Budget**

2022 Budget to actual report. *See attached.* First Quarter 2023 will be presented in May.

**B. Compliance**

1. Inspector General Annual Report is due March 31<sup>st</sup>. The report will be timely published.
2. Vault Room, update on new platform. Vault room has moved platforms, and we have experienced changes in service and quality. Notably, reports were not printing with individual watermarks, a security feature which was relied upon in part.
3. Engagement Access, to support referencing/indexing and supervisory authority for migration to GAGAS and for future evaluations. Office wide training for new system occurs on 01/09-01/10.
4. Previously reported outstanding IT items will resolve with executed Managed Services Contract:
  - a) Firewall and Security. Discussed status of existing firewall and security with Director of IT.
  - b) Back-up. Secure alternative back-up.
5. Report release. 2023 is an election year. JPCO §2-155.10(9)(f) provides, “The inspector general shall not conclude a report nor distribute any report for responses that involves elected officials, the parish president, or any parish councilmember, within ninety (90) days preceding an election in which the affected official may be a candidate.” According to Secretary of State, elections for Jefferson Parish council members and president election are on the calendar for October 14, 2023 election, with November 18, 2023 being a run-off date. The deadline for release of reports, draft or final, is on or about July 14, 2022 for the JPOIG.

**C. Procurement**

1. Contract with outside counsel.
2. Discussion of Resolution to satisfy Case Management System migration.

**D. Recruitment and retention**

None

E. Professional Development




Deputy Inspector General Erica Smith has been accepted to the AIG institute as a candidate for Inspector General Certification.

F. Civic outreach

None

G. Social Media

The status for social media is presented below for the period 01/06/2023-03/05/2023.

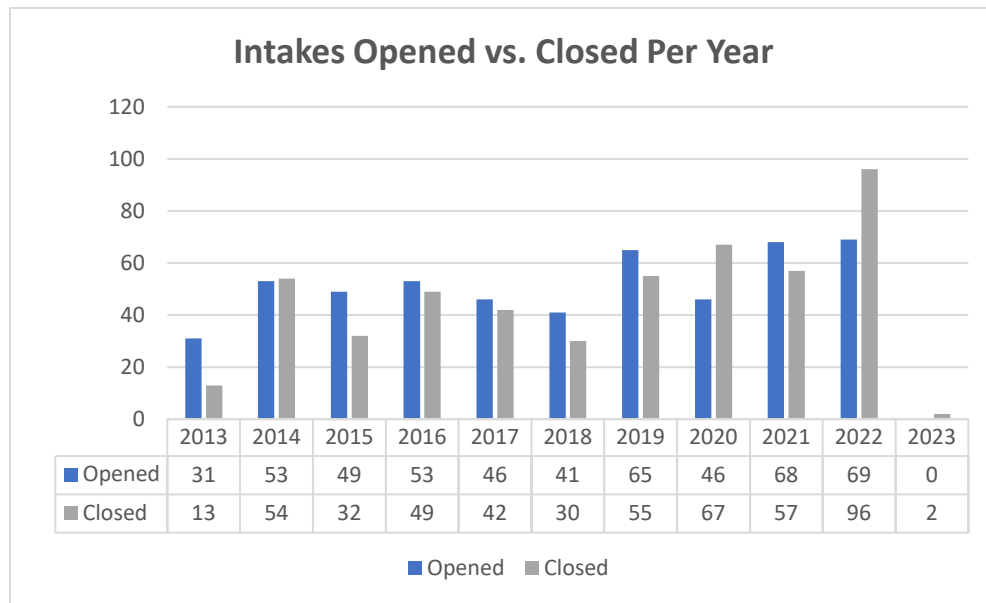
Social Media Platform	Engagement
<b>Facebook</b> 599 Total Followers 	<ul style="list-style-type: none"><li>• Gained 3 Followers</li><li>• 2 Posts/Re-Posts</li><li>• Reached a total of 951 viewers across app posts (since last ECC)</li><li>• Page Visits: 196 posts (since last ECC)</li></ul>
<b>Twitter</b> 114 Total Followers 	<ul style="list-style-type: none"><li>• Gained 1 Follower</li><li>• 2 Tweets</li><li>• 145 Tweet Impressions (since last ECC)</li><li>• 8 Profile Visits (since last ECC)</li></ul>
<b>Linked-In</b> 249 Total Followers 	<ul style="list-style-type: none"><li>• Gained 6 Followers (since last ECC)</li><li>• 2 Posts/Reposts (since last ECC)</li><li>• 223 Post Impressions (since last ECC)</li></ul>

II. JPOIG Reports to be Presented

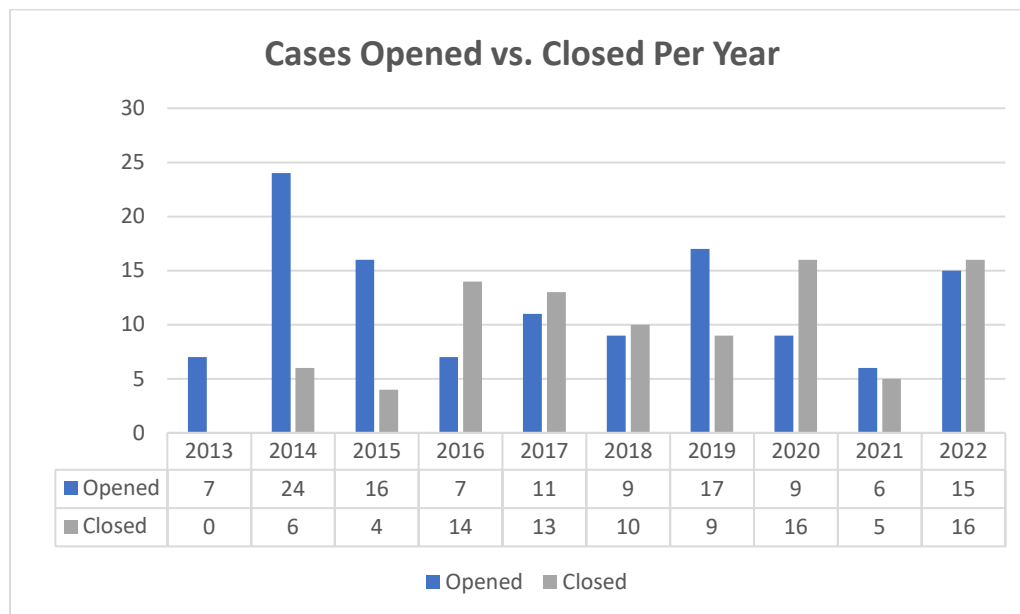
Nine Mile Point will be presented at the next meeting.

III. Complaints/Intakes

1/6/2023-3/5/2023	
<u>Intakes Opened</u>	<u>Intakes Closed</u>
(Case Management Migration pending)	➤ 2022-0048 (01/31/2023)
<u>Cases Opened</u>	<u>Cases Closed</u>
(Case Management Migration pending)	➤ None.



\*One number was erroneously generated in 2021 and was not used.



\*Two cases were incorrectly reported as being opened in 2016 and one as incorrectly opened in 2013.

#### 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						
2017-0045	Water Physical Security						
2019-0003	Office of Fire Service						
<i>Audits</i>							
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						

#### 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

Investigations (As of 03/05/2023)	
Open Intakes:	22
Open Cases:	17

Currently working on 2 open matters with outside law enforcement agencies.

#### VII. Implementation of Recommendations

Recommendation Tracker has been removed from website due to discrepancies, inability to reconcile and need to assess.

Going forward, we will be deploying a Findings Tracker. Deploying as a Findings Tracker is our best option for capturing important historical data, while focusing on resolution of Findings going forward.

#### **VIII. Public outreach and engagement**

Deputy Inspector General Jeffrey Adolph has been invited to present Case Studies at the AIG Institute.

2022 JPOIG BUDGET to ACTUAL - Department 3562 - Office of Inspector General								
Class	Account#	Account Desc	2022 Amended Budget	2022 First Quarter YTD	2022 Second Quarter YTD	2022 Third Quarter YTD	2022 Year End	% Used
69 - PerSer/Bf	7011	ADMINISTRATIVE SALARIES	957,667.00	213,795.66	405,560.70	601,208.28	769,423.83	80%
69 - PerSer/Bf	7011.3	ADMINISTRATIVE COMP	0.00	495.94	632.48	632.48	632.48	
71 - PerSer/Oth	7022	CONTRACT PERSONNEL	0.00					
69 - PerSer/Bf	7031	ACC LEAVE	42,717.00		49,975.65	49,975.65	52,253.72	122%
69 - PerSer/Bf	7033	EXPENSE ALLOWANCES	35,040.00	9,097.50	17,525.48	27,320.48	36,320.48	104%
70 - PerSer/Bf	7110.1	MEDICARE	13,918.00	3,143.89	6,695.20	9,598.69	12,095.43	87%
70 - PerSer/Bf	7110.2	FICA	0.00					
70 - PerSer/Bf	7121.1	J P EMPLOYEES' RETIRE SYS	2,400.00	559.66	1,186.51	1,701.25	2,153.47	90%
70 - PerSer/Bf	7122.1	PAROCHIAL EMPLOYEES' RET	107,559.00	22,591.71	42,249.86	62,339.85	79,619.47	74%
70 - PerSer/Bf	7131.1	HEALTH-CURRENT EMPLOYEES	53,004.00	15,273.84	28,828.10	40,966.22	53,778.68	102%
70 - PerSer/Bf	7132.1	LIFE-CURRENT EMPLOYEES	1,416.00	359.94	625.89	891.96	1,185.53	84%
70 - PerSer/Bf	7133	PENSION FACTOR	2,190.00	489.89	916.19	1,351.87	1,726.62	79%
71 - PerSer/Oth	7134	POST EMPLOYEE BENEFITS	10,909.00		10,909.00	10,909.00	10,909.00	100%
70 - PerSer/Bf	7136	EMPLOYEE BENEFITS	252.00	48.75	91.00	133.25	182.00	72%
70 - PerSer/Bf	7140	UNEMPLOYMENT INSURANCE	960.00	223.98	474.78	680.64	861.51	90%
70 - PerSer/Bf	7150	WORKMEN'S COMPENSATION	0.00					
70 - PerSer/Bf	7161	TENURE PAYMENTS	160.00	0.00	0.00	0.00	1,010.00	631%
71 - PerSer/Oth	7163.1	PHYSICALS	150.00			60.00	60.00	40%
71 - PerSer/Oth	7163.2	DRUG TESTS	150.00			44.15	44.15	29%
72 - Supplies	7210	OFFICE SUPPLIES	5,358.00	381.64	381.64	847.60	3,284.91	61%
72 - Supplies	7211	POSTAGE	800.00	294.98	384.94	452.41	497.39	62%
72 - Supplies	7212	DUES & SUBSCRIPTIONS	20,000.00	4,626.15	8,854.01	13,322.97	19,236.53	96%
72 - Supplies	7214.1	PC SOFTWARE	5,000.00	1,091.40	3,041.40	3,041.40	3,041.40	61%
72 - Supplies	7214.2	ACCESSORIES	0.00					
73 - Prof/Tech	7311	INDIRECT COSTS	14,112.00		7,056.00	9,408.00	14,112.00	100%
73 - Prof/Tech	7312.1	ASSESSOR'S OFFICE	784.00		427.62	570.16	784.00	100%
73 - Prof/Tech	7312.2	SHERIFF'S OFFICE	778.00		424.38	565.84	778.00	100%
74 - Prof/Tech	7321	ATTORNEYS FEES	5,001.00					0%
73 - Prof/Tech	7331	PROFESSIONAL SERVICES	44,602.00	5,362.61	11,388.87	17,391.65	38,038.65	85%
73 - Prof/Tech	7332.1	COMPUTER SERVICE	8,982.00		4,899.30	6,532.40	8,982.00	100%
74 - Serv/Prop	7431.1	BUILDINGS & STRUCTURE	5,000.00		4,451.00	4,451.00	4,451.00	89%
74 - Serv/Prop	7442	BUILDINGS	100,000.00	32,896.00	57,568.00	82,240.00	106,912.00	107%
74 - Serv/Prop	7445	OFFICE EQUIPMENT RENTAL	5,000.00	1,098.59	2,247.94	3,270.97	3,992.21	80%
75 - Other Serv	7512.4	CENTRAL TELEPHONE SERVICE	649.00		398.22	464.53	639.66	99%
75 - Other Serv	7513	DATA LINES	1,000.00	200.18	440.46	680.66	920.87	92%
75 - Other Serv	7517	INTERNET ACCESS SERVICE	0.00					
75 - Other Serv	7531	INSURANCE	0.00					
75 - Other Serv	7532	INSURANCE POLICIES	12,000.00	7,938.00	6,445.37	10,362.37	11,662.37	97%
75 - Other Serv	7540	ADVERTISING	1,000.00		578.00	578.00	578.00	58%
75 - Other Serv	7551	CENTRAL PRINTING CHARGE	500.00		69.00	92.00	92.00	18%
75 - Other Serv	7562.1	AUTOMOBILE EXPENSES	0.00					
75 - Other Serv	7562.3	TRAINING AND TRAVEL COSTS	20,000.00	300.00	495.00	7,771.01	13,979.16	70%
75 - Gen'l Exp	7693	ELECTION EXPENSES						
76 - Gen'l Exp	7699.9	OTHER MISCELLANEOUS EXP	4,500.00					
77 - Cap Outlay	7743	OFFICE EQUIPMENT	2,000.00					
77 - Cap Outlay	7744	FURNITURE & FIXTURES	2,580.00					
77 - Cap Outlay	7746	COMPUTER EQUIPMENT	7,962.00		1,140.00	1,140.00	1,140.00	14%
77 - Cap Outlay	7748	VIDEO & AUDIO EQUIPMENT	2,000.00					
<b>TOTAL Office of Inspector General</b>			<b>1,498,100.00</b>	<b>320,270.31</b>	<b>676,361.99</b>	<b>970,996.74</b>	<b>1,255,378.52</b>	<b>84%</b>
2022 Budget to Actual - Ethics & Compliance Commission								
Class	Account#	Account Desc	2022 Amended Budget	2022 First Quarter YTD	2022 Second Quarter YTD	2022 Third Quarter YTD	2022 Year End Expenditures	% Used
71 - PerSer/Oth	7022	CONTRACT PERSONNEL	0.00					
72 - Supplies	7210	OFFICE SUPPLIES	0.00					
72 - Supplies	7211	POSTAGE	200.00				0.00	0%
72 - Supplies	7212	DUES & SUBSCRIPTIONS	0.00					
72 - Supplies	7214.1	PC SOFTWARE	0.00					
73 - Prof/Tech	7321	ATTORNEYS FEES	45,000.00	5,160.06	14,571.06	17,383.56	21,478.56	47%
73 - Prof/Tech	7331	PROFESSIONAL SERVICES	5,000.00				0.00	0%
74 - Serv/Prop	7442	BUILDINGS	0.00					
75 - Other Serv	7512.4	CENTRAL TELEPHONE SERVICE	0.00					
76 - Gen'l Exp	7694	CONTINGENCIES	5,000.00				0.00	0%

77 - Cap Outlay	7744	FURNITURE & FIXTURES	5,000.00				3,049.04	61%
77 - Cap Outlay	7746	COMPUTER EQUIPMENT	0.00					
<b>TOTAL Ethics and Compliance Commission</b>			<b>60,200.00</b>				24,527.60	41%
<b>2022 Beginning Fund Balance</b>							\$1,292,404.03	
<b>2022 Revenue</b>							\$1,422,906.13	
2022 Ethics & Compliance Commission expenditures							\$ (24,527.60)	
2022 Office of Inspector General expenditures							\$ (1,255,378.52)	
<b>2022 Projected Ending Fund Balance</b>							\$1,435,404.04	



## **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) 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

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## **JPOIG Social Media**



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