



Jefferson Parish Office of Inspector General



Inspector General Report

July 2024

Kim Raines Chatelain, Inspector General

**INSPECTOR GENERAL REPORT
TO THE ETHICS AND COMPLIANCE COMMISSION
Wednesday, July 17, 2024**

- I. JPOIG Operations
 - A. Orientation presentation
 - B. Budget
 - 1. Budget to actual report through 2nd Quarter. *See attached.*
 - 2. Proposed 2025 Budget prepared and proposed for adoption.
 - C. Compliance
 - 1. Risk Assessment (Presentation).
JPCO 2-155.10(17) provides that:
The inspector general shall present an annual work plan for the ensuing calendar year to the ethics and compliance commission, no later than September 1 of each year. The plan shall include:
 - (a) Risk assessment criteria used in establishing the work plan;
 - (b) A schedule of projects and anticipated completion dates; and
 - (c) Quality assurance procedures planned for implementation.
 - 2. Peer Review is scheduled for September (Presentation).
JPCO 2-155.10(16)(b) provides that:
The office of inspector general shall be subject to peer review by the Association of Inspectors General every three (3) years. Such peer review shall be paid for by the office of the inspector general. When completed, the Association of Inspectors General shall submit its recommendations and findings of such peer review to the ethics and compliance commission and the inspector general.
 - 3. Staff evaluations
The following employees were timely evaluated and received raises in accordance with JPOIG policy:
Auditor/Evaluator Greg Lampard, 06/25
Deputy Inspector General Erica Smith, 07/11
Administrative Aide Gina Dabdoub, 07/19
 - D. Procurement
None.
 - E. Recruitment and retention
None.



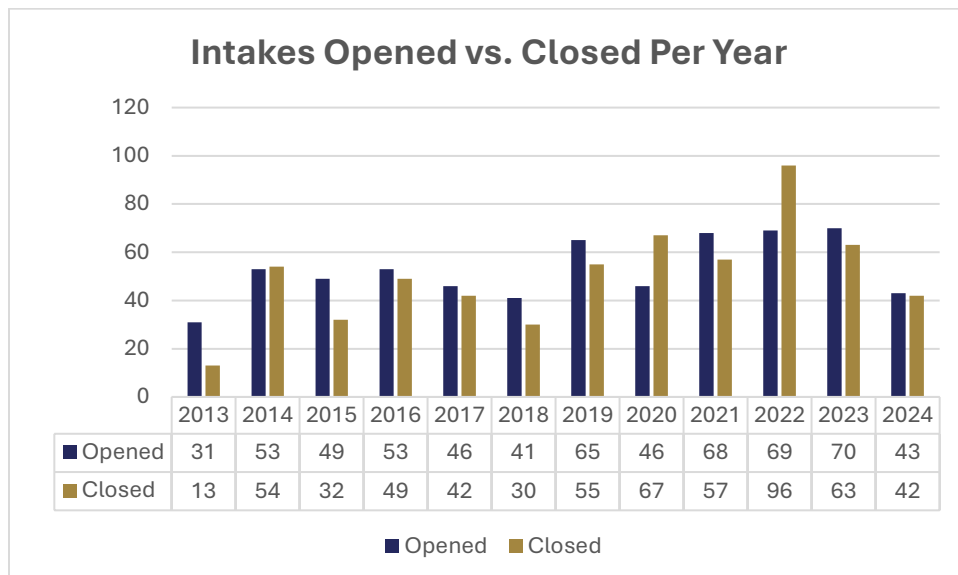
F. Professional Development

Inspector General Kim Raines Chatelain and Deputy Inspector General Jeffrey Adolph attended the Association of Fraud Examiners Conference. Each earned 40 hours of CEUs.

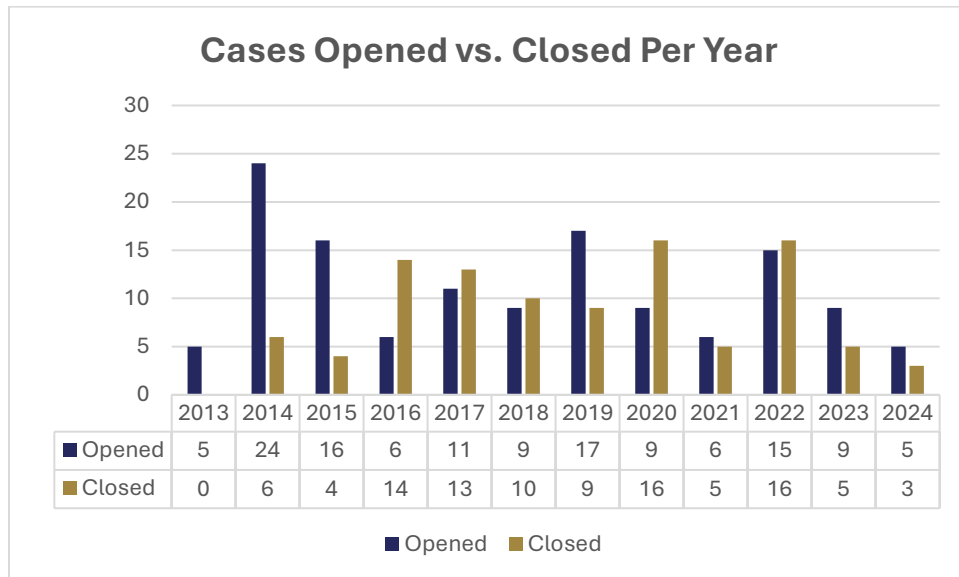
II. JPOIG Reports

Findings Tracker was updated as of 06/30/2024.

III. Milestones



05/13/2024 through 07/14/2024			
Intakes Opened	Complaint Date	Intakes Closed	Close Date
2024-000000036	5/14/2024	2023-000000023	5/29/2024
2024-000000037	5/15/2024	2024-000000013	5/29/2024
2024-000000038	5/30/2024	2024-000000031	5/29/2024
2024-000000039	6/3/2024	2024-000000034	5/29/2024
2024-000000040	6/6/2024	2024-000000036	5/29/2024
2024-000000041	6/12/2024	2024-000000038	7/12/2024
2024-000000042	6/28/2024		
2024-000000043	7/10/2024		



05/13/2024 through 07/14/2024			
Cases Opened	Open Date	Cases Closed	Close Date
None	None	2022-000000024	5/29/2024
		2024-000000004	5/29/2024

IV. Audits

JPOIG #	Description	Planning	Field Work	Report/ Review	Draft Report	Non-Parish Draft	Public
<i>Follow-up Audits</i>							
<i>Audits</i>							
2023-0006	East Bank Consolidated Fire (Payroll-Sick Leave)						
<i>Examination/Review</i>							
2024-0001	Jefferson Facilities, Inc. and Jefferson Redevelopment, Inc.						

JPOIG 2023-0006, East Bank Consolidated Fire, is delayed due to the Parish Attorney's office withholding documents pertinent to the Audit. The issue is being addressed. A resolution is unknown. The delay and impact on the audit cannot be calculated at this time.

V. Evaluations/Inspections

JPOIG #	Description	Planning	Field Work	Report/ Review	Draft Report	Non-Parish Draft	Public
2021-0019	VFC and EBCFC Drug Policies and Testing						
2022-0020	Personnel: Classified Service						
2024-0002	West Jefferson Medical Center						





JPOIG 2022-0020, Personnel: Classified Service is delayed due to Personnel withholding documents pertinent to Evaluation without the knowledge of JPOIG. The JPOIG learned of the failure to provide documents. The issue is being addressed, and a resolution is expected. Withholding of documents will cause delays of 30+ days.

VI. Investigations

Investigations (As of 07/14/2024)	
Open Intakes:	34
Open Cases:	23

VII. Public outreach and engagement
None to report.

VIII. Social Media

Social Media Platform		Engagement
	Facebook 755 Followers	<ul style="list-style-type: none">• Gained 4 followers.• 11 Posts/Re-posts.• Reached 2,390 viewers across app posts.• Page Visits: 546.
	Instagram 6 Followers	<ul style="list-style-type: none">• Gained 6 followers.• 7 Posts/Re-posts.• Reached 11 viewers across app posts.• Page Visits: 7.
	X 149 Followers	<ul style="list-style-type: none">• Lost 4 followers.• 10 Tweets/Re-tweets.
	Linked-In 310 Followers	<ul style="list-style-type: none">• Gained 13 followers.• 9 Posts/Re-posts.• 1,386 Post Impressions.

Second Quarter 2024 JPOIG BUDGET - Department 3562 - Office of Inspector General

Class	Account#	Account Desc	2024 Amended Budget	2024 Expenditures thru 6/30/2024	% Used	2024 Amended Budget Less Expenditures
69 - PerSer/Bf	7011	ADMINISTRATIVE SALARIES	1,031,825.00	426,513.72	41%	605,311.28
69 - PerSer/Bf	7011.3	ADMINISTRATIVE COMP				0.00
69 - PerSer/Bf	7031	ACC LEAVE				0.00
69 - PerSer/Bf	7033	EXPENSE ALLOWANCES	46,515.00	19,021.91	41%	27,493.09
70 - PerSer/Bf	7110.1	MEDICARE	14,990.00	6,232.03	42%	8,757.97
70 - PerSer/Bf	7110.2	FICA	2,031.00	275.01	14%	1,755.99
70 - PerSer/Bf	7121.1	J P EMPLOYEES' RETIRE SYS	2,171.00	937.66	43%	1,233.34
70 - PerSer/Bf	7122.1	PAROCHIAL EMPLOYEES' RET HEALTH-CURRENT EMPLOYEES	104,495.00	44,289.14	42%	60,205.86
70 - PerSer/Bf	7131.1	LIFE-CURRENT EMPLOYEES	77,387.00	31,976.70	41%	45,410.30
70 - PerSer/Bf	7132.1	PENSION FACTOR	1,522.00	607.23	40%	914.77
70 - PerSer/Bf	7133	POST EMPLOYEE BENEFITS	2,268.00	960.38	42%	1,307.62
71 - PerSer/Oth	7134	EMPLOYEE BENEFITS	11,695.00			11,695.00
70 - PerSer/Bf	7136	UNEMPLOYMENT INSURANCE	234.00	250.25	107%	(16.25)
70 - PerSer/Bf	7140	WORKMEN'S COMPENSATION	517.00	223.37	43%	293.63
70 - PerSer/Bf	7150	TENURE PAYMENTS	183.00			183.00
70 - PerSer/Bf	7161	PHYSICALS	1,475.00			1,475.00
71 - PerSer/Oth	7163.1	DRUG TESTS	150.00	45.00	30%	105.00
71 - PerSer/Oth	7163.2		150.00	41.70	28%	108.30
72 - Supplies	7210	OFFICE SUPPLIES	4,300.00	1,229.55	30%	3,070.45
72 - Supplies	7211	POSTAGE	545.00	134.94	33%	410.06
72 - Supplies	7212	DUES & SUBSCRIPTIONS	20,000.00	7,930.43	40%	12,069.57
72 - Supplies	7214.1	PC SOFTWARE	4,000.00			4,000.00
72 - Supplies	7214.2	ACCESSORIES	1,700.00	689.89	40%	1,010.11
73 - Prof/Tech	7311	INDIRECT COSTS	15,173.00	7,586.52	50%	7,586.48
73 - Prof/Tech	7312.1	ASSESSOR'S OFFICE	819.00	446.70	55%	372.30
73 - Prof/Tech	7312.2	SHERIFF'S OFFICE	812.00	442.92	55%	369.08
74 - Prof/Tech	7321	ATTORNEYS FEES	70,000.00	8,044.50	12%	61,955.50
73 - Prof/Tech	7331	PROFESSIONAL SERVICES	65,006.00	36,690.31	65%	28,315.69
73 - Prof/Tech	7332.1	COMPUTER SERVICE	12,428.00	5,649.10	46%	6,778.90
73 - Prof/Tech	7339	SECURITY DIVISION				0.00
74 - Serv/Prop	7431.1	BUILDINGS & STRUCTURE	2,000.00			2,000.00
74 - Serv/Prop	7442	BUILDINGS	100,000.00	49,344.00	49%	50,656.00
74 - Serv/Prop	7445	OFFICE EQUIPMENT RENTAL	5,056.00	1,664.93	33%	3,391.07
75 - Other Serv	7512.4	CENTRAL TELEPHONE SERVICE	642.00	137.66	21%	504.34
75 - Other Serv	7513	DATA LINES	1,000.00	298.10	30%	701.90
75 - Other Serv	7532	INSURANCE POLICIES	14,000.00	8,255.00	59%	5,745.00
75 - Other Serv	7540	ADVERTISING	1,000.00			1,000.00
75 - Other Serv	7551	CENTRAL PRINTING CHARGE	500.00	92.00	18%	408.00
75 - Other Serv	7562.3	TRAINING AND TRAVEL COSTS	20,000.00	6,165.86	31%	13,834.14
76 - Gen'l Exp	7699.9	OTHER MISCELLANEOUS EXP	5,000.00	63.00	1%	4,937.00
77 - Cap Outlay	7743	OFFICE EQUIPMENT	2,000.00			2,000.00
77 - Cap Outlay	7744	FURNITURE & FIXTURES	2,500.00			2,500.00
77 - Cap Outlay	7746	COMPUTER EQUIPMENT	8,000.00	3,300.00	41%	4,700.00
77 - Cap Outlay	7748	VIDEO & AUDIO EQUIPMENT	2,000.00			2,000.00
TOTAL Office of Inspector General			1,656,089.00	669,539.51	41%	986,549.49

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) 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



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Parish Office of
Inspector General



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