

SIX MONTH STATUS REPORT

October 1, 2015 - March 31, 2016

John A. Carey, Inspector General

OUTLINE



- > MISSION & RESPONSIBILITIES
- > OIG ACTIVITIES (October 1, 2015 March 31, 2016)
- > FISCAL YEAR 2016 BUDGET & STAFFING
- > LAWSUIT UPDATE
- > PLANS, OBJECTIVES, & INITIATIVES

OIG MISSION



- Our mission is to provide independent and objective insight, oversight, and foresight in promoting efficiency, effectiveness, and integrity in government.
- Ultimately, enhancing public trust in government.

OUR OIG APPROACH



Oversight

Holding government accountable for resources and performance

Insight

Helping good people do things better

Promoting efficiency & effectiveness

Foresight

Looking ahead

Preventing fraud, waste, and abuse

INSPECTOR GENERAL'S RESPONSIBILITIES



- Publish Audit and Investigative Reports.
- Meet with Inspector General Committee every six months.
- Issue an Annual Report by December 31st.





October 1, 2015 – March 31, 2016

Office of Inspector General Activities Related to:

- Intake & Investigations
- Contract Oversight
- > Audit



October 1, 2015 – March 31, 2016

Intake & Investigations

Highlights



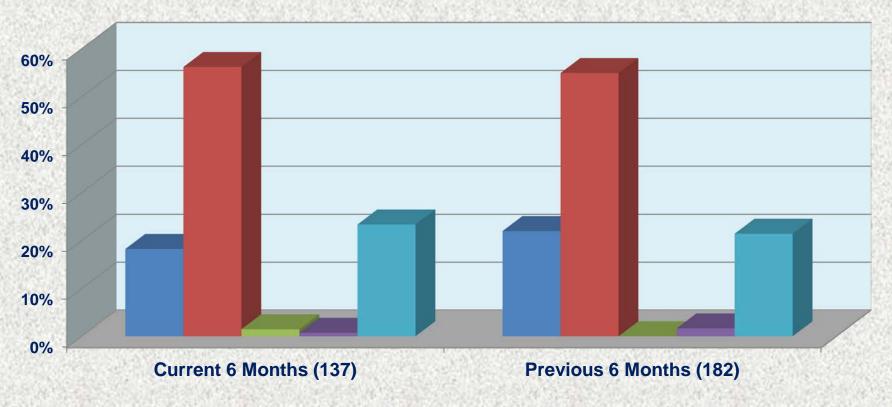
INTAKE ACTIVITIES

	Current 6 Months		Previous 6 Months	
399	Number of calls to the Office & Hotline	400	Number of calls to the Office & Hotline	
137	Written Correspondences received	182	Written Correspondences received	
	 84 (61%) Complaints consisting of 84 Allegations of wrongdoing 		 105 (58%) Complaints consisting of 107 Allegations of wrongdoing 	
4	Correspondences led to the initiation of 3 Investigations and 1 referred to OIG Contract Oversight	12	Correspondences led to the initiation of 6 Investigations and 6 referred to OIG Contract Oversight	
26	Public Records Requests	47	Public Records Requests	



October 1, 2015 – March 31, 2016

Total Correspondences



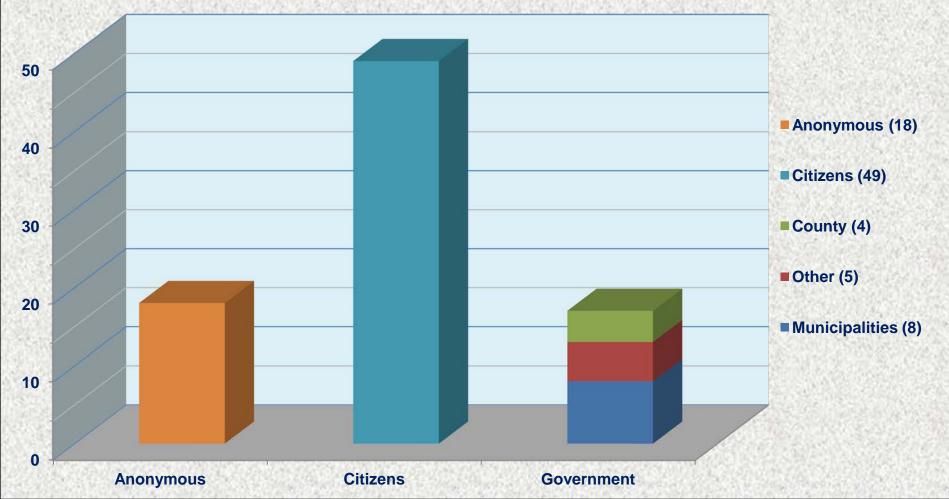
County Cities ■ Children's Services Council ■ Solid Waste Authority

Other



October 1, 2015 – March 31, 2016

Complaint Reporting Sources – 84 of the 137 Correspondences





Top Correspondences Per County Department

Current 6 Months - Top County Departments





Top Correspondences Per Municipality

Top Cities					
Current 6 Months Previous 6 Months					
Delray Beach (24)	Delray Beach (61)				
Riviera Beach (19)	Riviera Beach (14)				
Loxahatchee Groves (12)	Loxahatchee Groves (6)				
West Palm Beach (6)	Pahokee (4)				
Boynton Beach (3)	West Palm Beach (3)				



Top Allegations Made

Current 6 Months		
Employee Misconduct	36	
Contract Improprieties	6	
Financial Improprieties	2	
Public Records	2	

Previous 6 Months		
Employee Misconduct	31	
Financial Improprieties	6	
Contract Improprieties	4	
Public Records	2	



Investigative
Activities

Investigations Initiated (including Management

Cases Initiated by OIG (Audit & Investigations) -

Referred to PCU for Criminal Prosecution

Corrective Actions/Recommendations Made

Corrective Actions/Recommendations Accepted

Self Initiated Preliminary Inquiries

Reviews)

Issued Reports

Current 6 Months	Previous 6 Months
6	15
N/A	6
2	1
4	2
16	5
16	5



Investigation #2015-0008 ERM Automotive Repair Discount

- A PBC Environmental Resources Management employee falsified County documents in order to use a County vehicle for personal reasons.
- The employee also attempted to intimidate a local merchant and staff by claiming he would conduct regulation inspections, if the repairs to his personal vehicle were not discounted.

Both allegations were supported.

Questioned Costs \$167
Identified Costs \$45

The Department Director terminated the employee and implemented a new vehicle use policy to include a supervisory review of vehicle use logs.





Investigation #2015-0004 PBC Medical Examiner's Office

- A PBC Medical Examiner's Office employee used the County's internet connections and resources to conduct work related to his personal businesses and excessively visited social media websites while on official duty, which interfered with his work productivity.
- The employee also violated the County's email policy, Merit Rules, and State Statutes by disseminating through the County email system Public Records exempt from disclosure.

The employee retired after our report was released. The Medical Examiner implemented three recommendations to limit access to and the dissemination of records exempt from public disclosure.



All three allegations were supported.



Investigative Related Report #2015-0003 Delray Beach Employee Vendor

• A Treatment Plant Operator and a Traffic Maintenance Supervisor were identified as owners of American Traffic Products & Services, Inc., a registered City vendor, who caused the City to pay for 24 purchases totaling \$129,484.79 (QC) for products the City never received.



Due to the criminal aspect, we referred the case to the SAO PCU. PCU's expanded scope identified an additional \$28,654.42 (QC) and a City Streets & Traffic Superintendent.

Questioned Costs \$158,139 Identified Costs \$133,445 Avoidable Costs \$71,036



All three former City employees were arrested in mid-February 2016 and charged with one count each of Organized Scheme to Defraud (\$50,000 or more) [1st Degree Felony] and Grand Theft over \$100,000 [2nd Degree Felony].





Investigative Review #2015-0006 Palm Beach Tran Connection



- Palm Tran Connection supervisors were altering times and/or directing dispatchers to alter times in their computerized reservations and monitoring system resulting in inaccurate and inflated On-Time Performance Rate (OTPR) data being presented to the BOCC and other stakeholders.
- From February, 2015 through March, 2016, between 21,000 and 46,000 time changes were made thereby inaccurately increasing the OTPR.

We found the allegation to be true.

Palm Tran accepted all nine recommendations, some of which have already been implemented.



October 1, 2015 – March 31, 2016

Contract Oversight

Highlights



Contract Oversight

PREVENTION: To reduce the appearance of and opportunity for vendor favoritism and inspire public confidence that contracts are being awarded equitably and economically, Contract Oversight staff routinely attend selection committee meetings and perform contract oversight activities.

- Current Number of Contracts Monitored: 105
- > Current Contract Value: \$1.22 Billion
- Number of Procurement Meetings Attended: 59



October 1, 2015 – March 31, 2016

Contract	
Oversight	

Current 6 Months

Previous 6 Months

Issued Reports	2	2
Recommendations Made	4	1
Recommendations Accepted	4	1
Questioned and Identified Costs	\$683,901	\$3,075,543
Avoidable Costs		\$9,024,710



Contract Oversight Notification 2016-N-0001
Palm Beach County – Water Utilities Department (WUD)
Palm Beach County COU 2014-N-0003 Corrective Action Review

FINDINGS:

- 1. The Contract Review Committee deferred the approval of eight requests for final payment which did not comply with the Local Government Prompt Payment Act (F.S. §218.70).
- 2. WUD submits items such as final payments, change orders, and work authorizations with a comparatively high rate of deferred items by the Contract Review Committee. Deferrals add time to the Committee's approval process and delay the start or completion of projects.

CORRECTIVE ACTIONS TAKEN BY WUD:

- 1. Developed a policy to ensure that payments are made to contractors within 20 business days as required by the Law.
- 2. Developed a Payment/Final Contract Summary Check List.
- 3. Created Pay Request and Final Pay Request Routing Process Diagrams.





Contract Oversight Report 2016-R-0001
City of West Palm Beach
Municipality Contract Monitoring Follow Up

FINDINGS:

- 1. No documented policy or procedure for contract monitoring, which increased the likelihood of City funds not being expended appropriately.
- 2. No policy or procedure about the manner in which contract files are maintained, which increased the opportunity for errors in contract management to occur.
- 3. No citywide contract risk assessment tool being used. Therefore staff resources available for contract monitoring not focused in an efficient and effective manner.



Questioned & Identified Costs = \$683,901

Recommendations:

- 1. Implement a citywide contract monitoring policy/procedure and provide staff training.
- 2. Address in a policy or procedure a uniform method by which contract files are maintained.
- 3. Develop and implement a contract monitoring risk assessment tool.



October 1, 2015 – March 31, 2016

Audit

Highlights



October 1, 2015 – March 31, 2016

Audit
Activities

Current 6 Months

Previous 6 Months

Issued Reports	2	1
Recommendations Made	27	40
Recommendations Accepted	27	40
Questioned and Identified Costs	\$1,265,832	\$2,308,793
Avoidable Costs	\$84,675	\$1,630,407



Audit Report 2016-A-0001 - Village of Palm Springs, Public Service Department

FINDINGS: Internal control weaknesses identified; resulting in 16 recommendations.

- No Monitoring of Fuel Transactions
- Incorrect Mileage Entries and Discrepancies between Vehicle Lists
- No Contract for Purchase and Delivery of Fuel
- No Policies and Procedures for Fuel Program
- Insufficient Justification for Some Credit Card Purchases
- No Maintenance Management Work Order System
- No Process for Contract Monitoring
- No Scrapping Policy and Procedure

Questioned Costs \$1,145,202

Avoidable Costs \$84,675

<u>Corrective Actions</u>: All 16 recommendations accepted, 15 implemented as of March 31, 2016.

- Fuel Monitoring with Exception Reporting
- > Reconciliations being Performed
- > New Fuel Contract
- ➤ New Village Council Resolution and New Policies and Procedures



Audit Report 2016-A-0002 - City of Delray Beach, Purchasing

FINDINGS: Internal control weaknesses identified; resulting in 11 recommendations.

- Three quotes not always obtained as required by City Ordinance.
- Purchases identified as Sole Source and City Standard lacked proper justification.
- Purchasing Card transactions split into multiple transactions, circumventing established single transaction limits.
- Duties not adequately segregated in City warehouses.
- No written policies and procedures for store credit cards and food related purchases.



Questioned Costs \$120,630

Corrective Actions: All 11 recommendations accepted, 8 implemented as of March 2,

2016.

Criminal Action: Questionable transactions referred to State Attorney's Office.

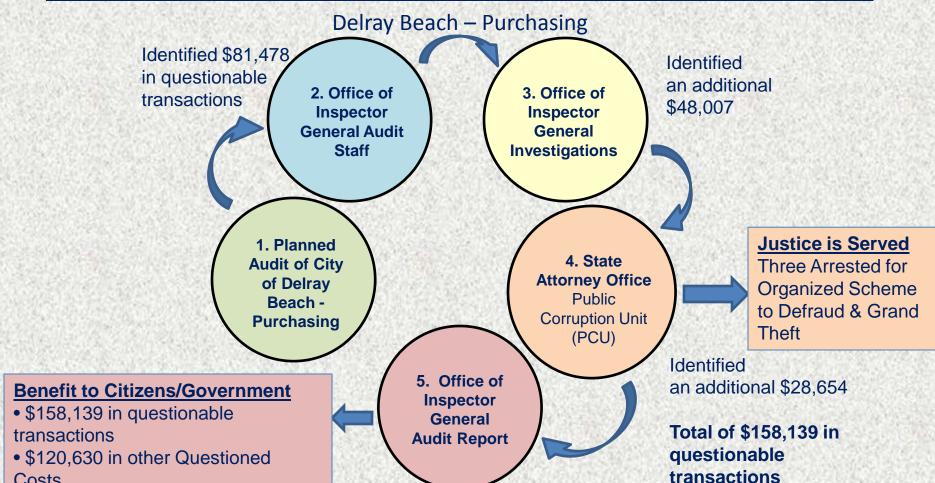
Three former City employees arrested and charged with Organized

Scheme to Defraud and Grand Theft over \$100,000.

Costs



How we work together to fight fraud, waste, and abuse





March 22, 2016 Letter to Village of Royal Palm Beach – Fleet/Fuel Review

Preliminary review of the Village's fueling operations revealed adequate internal controls. No significant risks were identified; thus, we did not engage an audit. The following positive controls were identified:

- A Fuel Card Program is utilized and includes:
 - a) One fuel card issued per vehicle.
 - b) Required entry of odometer reading and PIN #.
 - c) Immediate exclusion of local taxes.
 - d) Monthly Purchase Activity detail reports.
 - e) Monthly summary reports including Financial, Tax, Exception, and Site (location).
- Invoiced fuel charges are reviewed and posted monthly.



To further strengthen internal controls we suggested:

- Fuel Purchase Activity Reports (detail) be distributed to the each department for review and approval of the monthly transactions.
- Monthly Exception Summary Reports be reviewed and approved by the Director of Public Works.



Prior Years Significant

Open Recommendations



Investigations - Prior Years Significant Open Recommendations

Investigation 2014-0009, Issued April 15, 2015
PBC Engineering & Public Works – CCNA Short List

Open Recommendation:

(2) The County implement a policy requiring County employees, with procurement responsibilities, to recuse themselves in matters that involve those with whom they have personal or private relationships that could reasonably be a perceived or actual conflict.

Management Response dated July 7, 2015:

Procurement responsibilities (recuse when conflict) – no action taken to date, pending clarification of how to accomplish.

(Subsequent requests for updates to Management on 9/29/2015, 12/2/2015, 12/17/2015, and 4/4/2016 have not been responded to.)



Audit - Prior Years Significant Open Recommendations

Report Number 2014-A-0005, Issued September 22, 2014 City of Belle Glade – Audit of Cash Disbursements

Open Recommendations:

- (2) The City Manager should direct the establishment of a contract management process.
- (3) The City Manager should propose a policy that ensures all contracts containing an auto-renewal are brought to the Commission in a timely manner before the contract renewal date.
- (14) The City should seek an opinion from the State Attorney General as to the legality of the City's Retirement Recognition Ordinance.

Management Response dated March 21, 2016:

The City Manager indicated completion dates are undeterminable, and that staff will continue to address the recommendations to the extent that limited time and staff resources permit.



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Cost of OIG to date: Approx \$12 M	Oct 2015 - March 2016	June 2010 – Present	
Questioned Cost			
A finding that the expenditure of funds for the intended purpose is unnecessary or unreasonable and/or lacks adequate documentation.	\$2,107,801	\$20.5 M	
Identified Cost		\$1.9 M	
Those dollars that have the potential of being returned to offset the taxpayers' burden.	\$133,728		
Potential Avoidable Costs			
Dollar value that will not be spent over three years if OIG's recommendations are implemented.	\$155,711	\$19.9 M	
Recommendations/Corrective Actions	47 (100% Acceptance Rate)	524 (94% Acceptance Rate)	
Calls and Correspondences	536	8,959	



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OIG RETURN ON INVESTMENT



Cost of OIG to date: Approx \$12 M	2015 - March 2016	June 2010 – Present
Questioned Cost		
A finding that the expenditure of funds for the intended purpose is unnecessary of unreasonable and/or lacks adequate documentation.	\$2,107,801	\$20.5 M
Identified Cost	error in the street	\$1.9 M
Those dollars that have the potential of being returned to offset the taxpayers' burden.	\$133,728	
Potential Avoidable Costs		
Dollar value that will not be spent over three years if OIG's recommendations are implemented.	\$155,711	\$19.9 M
Recommendations/Corrective Actions	47 0% Acceptance Rate)	524 (94% Acceptance Rate)
Calls and Correspondences	536	8,959

At the End of the Day, the OIG Provides Trust in Government.

GENERAL TRENDS (SINCE OIG INCEPTION)



- Lack of, or weak, Internal Controls
- □ Contract Selection Committee Issues
- Wide variety of employee misconduct based on:
 - Motive of personal gain and
 - □ Lack of management oversight



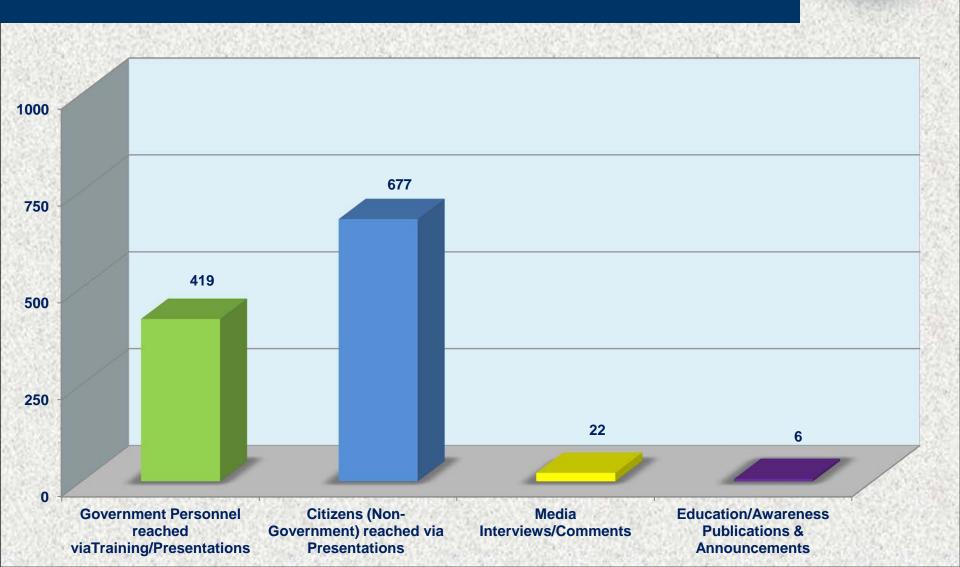
October 1, 2015 – March 31, 2016

Training

and

Outreach







Education/Awareness Publications & Announcements

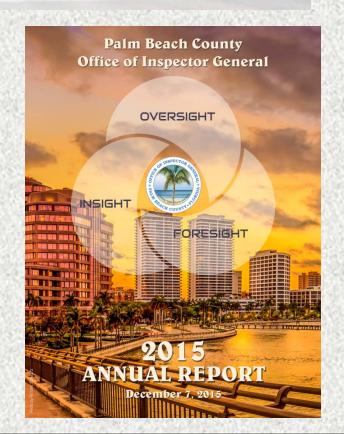
OFFICE OF INSPECTOR GENERAL NEWSLETTER

"A Quarterly Publication of the Office of Inspector General, Palm Beach County"

- -Lee County Charter Review Committee
- -Florida Audit Forum
- -PB County Internal Auditors/Inspectors General Forum



Suncoast High School Career Day





Education/Awareness Publications & Announcements



REFERENCE GUIDE FOR MANAGERS: RESPONSIBILITIES RELATED TO THE OFFICE OF INSPECTOR GENERAL PALM BEACH COUNTY

Management and the OIG: "Working together to promote efficiency, effectiveness, and integrity in government."

February 2016



Education/Awareness Publications & Announcements

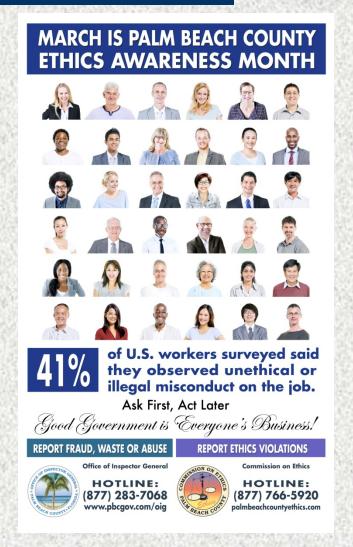
March is Ethics Awareness Month!

Join us to explore the latest ethics updates in Palm Beach County!

Monday, March 28, 2016 1:30 pm to 3:00 pm

Public Safety Conference Center, PSD 108 (campus map)
Palm Beach State College – Lake Worth







October 1, 2015 – March 31, 2016

Budget

and

Staffing

INSPECTOR GENERAL FY 2016 BUDGET & STAFFING



OIG Budget & Staffing

- Annual Budget: \$2.9 M
- Total Structure: 40
- Current Funded Positions: 23
- Current On-Hand Personnel: 22

\$1.71

That's what the average person spends on 1 cup of coffee



Compare with OIG Oversight Responsibilities

- County, Cities, SWA, and CSC Employees: 13,000 (+)
- Combined Budgets: \$7.5 Billion
- Current Contract Value Monitored:
 \$1.22 Billion
- "Auditable Units" identified: 788



October 1, 2015 – March 31, 2016

Lawsuit

Update

LAWSUIT STATUS UPDATE



- November 14, 2011 Lawsuit filed by 15 municipalities
- March 12, 2015 Trial Court entered Final Judgment against municipalities

"The people are the municipalities, and the officials who represent the people may not undermine the electorate process because they disagree with the vote of the people." Judge Brunson

- May 5, 2015 13 municipalities appealed
- March 31, 2016 Final Brief submitted to the 4th District Court of Appeal

Relevant Issues: The cities contend that they do not challenge the existence or authority of the OIG. Instead, they challenge whether the voters and the County "can force the Municipalities to pay for it."

LEGISLATIVE INITIATIVES



- □ The Legislature made permanent the provision that audit and investigative reports and related work papers and notes are confidential and exempt from public inspection until the report is final.
- □ The Legislature granted a new public records exemption for personal information of certain personnel of OIGs and internal audit offices.



Plans, Objectives,

and Initiatives

PLANS, OBJECTIVES, AND INITIATIVES



OIG Vision Statement:

To lead as a catalyst for positive change throughout local governments and public organizations in Palm Beach County with an inspired and skilled team that strives for continuous improvement.

Turning Vision into Reality Requires:

- Leadership at every level
- > Staff development
- Teamwork (OIG, Government, Citizens)

PLANS, OBJECTIVES, AND INITIATIVES



Focusing OIG limited resources:

- Audit: Execute Audit Plan based on Risk Assessment
- Investigations: Continue to analyze anomalies/red flags
- Contract Oversight: Execute Plan based on Risk Assessment focusing on outcomes over output

Continuing IG awareness/info sharing initiatives:

- Internal (Government) Awareness Initiatives
- Business/Government Stakeholders Meetings
- Citizens Outreach

WEBSITE





Home Report Waste, Fraud, or Abuse ▼ Be Informed ▼ Tips, Trends, & Training ▼ About The OIG ▼ Contact Us ▼

INSPECTOR

OFFICE OF INSPECTOR GENERAL PALM BEACH COUNTY

"ENHANCING PUBLIC TRUST IN GOVERNMENT"

John A. Carey Inspector General



IG Hotline: 877-283-7068

(Toll Free)



Re-Accredited February 25, 2015, CFA IG-012

Welcome from the Inspector General

Thank you for visiting the website of the Office of Inspector General (OIG). Our purpose (why we exist) is to provide independent and objective insight, oversight, and foresight in promoting efficiency, effectiveness, and integrity in government. Our promise (what we do) is to accomplish this through conducting audits, investigations, and contract oversight activities. Our values (how we behave) of Professionalism, Respect, Integrity, Dedication, and Excellence reflect our PRIDE in serving the citizens of Palm Beach County.

By vote of the citizens, our jurisdiction includes the County Government and each of the 38 municipalities. Other public entities that have voluntarily entered into contracts for our oversight include the Children's Services Council and the Solid Waste Authority.

It is an honor to serve as the IG of Palm Beach County, I am committed to championing openness, integrity, and continuous improvement in government. Sincerely.

> John A. Carey Inspector General

Inspector General John A. Carey - Open Letter to the Citizens of Palm Beach

What Have We Done / What Are We Doing? 6/28/2010 - 3/31/2016

We Listen

1,736 Correspondences

\$20,546,829 Found in Questioned Costs

\$1 973 816 Found in Identified Costs

We Make Government Better



30 Seconds About the Office of Inspector General



The OIG needs your help. To report allegations or see illustrations of suspected waste, fraud, misconduct, mismanagement or other abuses.



A listing of common issues found by our staff while performing Audit, Investigative and contract oversight activities. The list contains reports where each issue was found.



What's New

Ethics Awareness Panel Discussion

March Is Ethics Awareness Month

OIG Reference Guide

2015 Annual Report

Inspector General's Six Month Status Report

Video of the IG's Six Month Status Report to the IG Committee 11-12-2015

OIG Newsletter - Winter Edition 2015

Tips and Trends - 2015-0004 - Evaluation

PBC-OIG 2015 Peer Review Opinion Letter

Recent Reports

For a list of all reports completed this fiscal year (click here)

03-31-16 - PBC - Palm Tran Connection -2015-0006

03-22-16 - Royal Palm Beach - Fleet/Fuel

03-22-16 WPB - Municipality Contract Monitoring Follow Up - 2016-R-0001

03-02-16 - Delray Beach - Purchasing Redacted - 016-A-0002

The report has been redacted pursuant to 119.071 (3) F.S. due to findings involving physical security.

7 223 Hotline / Office Calls

We Guard and Save Taxpayers'

\$19,967,732 Discovered in Avoidable Costs

524 Recommendations / Corrective Actions

94% Management Acceptance Rate

457 Implemented

40 Pending Implementation

27 Not Accepted



Undated 4/14/2016



THANK YOU!

visit us online at www.pbcgov.com/OIG