

2024 4th Quarter
(October 1, 2024 – December 31, 2024)
&
End of the Year Report



January 14, 2025

Kamau C. Marable, MA., CIG, CFE
Inspector General

Message from the Inspector General



First, let me start this 4th Quarter/End of Year Report by wishing all a happy and healthy New Year. This report encompasses not only a look back at the 4th Quarter activities but also the cumulative work of our office over the entire year of 2024. Last year was a year of transition for the Office of Inspector General. For only the 3rd time in our history, a new Inspector General was appointed to lead the office.

During the last quarter, in addition to our core investigative and audit responsibilities, we were busy growing the functionality of our Office.

We hired the first OIG Information Analyst, Mr. Srinivas Gampa. The position was approved by the City Council in July 2024 and was filled in November. Mr. Gampa has worked with the City for nearly 20 years, servicing various departments and programs. As the Information Analyst, Mr. Gampa will assist our investigators and auditors in collecting, analyzing, and utilizing data that is relevant and crucial to our investigations and audits. Moreover, he will provide direct assistance in centralizing OIG data collection as well as administering the OIG specific software platform and management systems. Mr. Gampa is well trained and capable of carrying out all these duties and expectations.

We ended the year in preparation for the next, by reestablishing our annual Training and Strategic Planning Retreat. We spent 2 days in early December at the Carhartt Community Space near the campus of Wayne State University. We refined our investigative techniques as well as our report writing skills. We also collaborated with the Chicago OIG on best practices around community engagement. The remainder of our time was spent on strategic prioritization and goal setting, individually and for the office. This effort will serve as a guidepost for all of 2025 and take us to greater heights as an organization. I would like to thank the Office of Talent Development and Performance Management for their assistance with our retreat. Specifically, Drs. Tamiko Ogburn and Iris Ware were invaluable to us in this effort.

Finally, I want to draw your attention to a new feature of our 4th Quarter/End of Year report. Although we started tracking the status of the various recommendations we make to departments and agencies, we have never quantified the adoption of such a policy until now. We are honored that many of our recommendations are considered and adopted. It is an indication that our value to our fellow public servants spans beyond punitive or corrective action. It is equally impactful and more gratifying to know that we have contributed to making an operation of city government better and less susceptible to fraud, abuse, waste, and corruption. Ideally, that impacts not only our employees but our citizens as well. We are here to help the city achieve the Good Government our Citizens desire and deserve.

Introduction

Prior to filing for bankruptcy in 2013, the City of Detroit suffered another negative historic moment in 2008. At the request of the Detroit City Council, then Governor Jennifer Granholm presided over a forfeiture hearing of then Mayor Kwame Kilpatrick, who was criminally charged with public corruption and eventually sentenced to a lengthy prison term.

Shortly thereafter, the 2009 Charter Commission was created to review and recommend certain revisions to the Charter. The people of the City of Detroit later adopted the Commission's recommendations on November 8, 2011, to ensure such negative history does not repeat itself. The 2012 Detroit City Charter therefore contains lessons learned in 2008 and the prior years.

More specifically, the 2012 Charter of the City of Detroit created the Office of Inspector General (OIG); and provided the OIG with independent authority "to ensure honesty and integrity in City government."

Although the creation of the OIG appears to make the Inspector General (IG) omnipotent over all branches of City government and contractors, its powers are limited under the Charter.

Specifically, Section 7.5-305 of the Charter limits the jurisdiction of the IG to "the conduct of any Public Servant and City agency, program or official act, contractors and subcontractors . . . business entities . . . and persons" seeking certification or who are participating in "any city programs."

Section 7.5-306 of the Charter further restricts the power and the authority of the IG to "investigate. . . in order to detect and prevent waste, abuse, fraud and corruption;" and to report such matters and/or recommend certain actions be taken in accordance with Sections 7.5-308 and 311.

To conduct such investigation, Section 7.5-307 of the Charter provides the IG with the power to subpoena witnesses and evidence; to administer oaths and take testimony of individuals; to enter and inspect premises; and to enforce the same.

The Charter further requires that every public servant, contractor, subcontractor, licensee, applicant for certification to cooperate in the IG's investigation, as failure to do so would subject that person "to forfeiture of office, discipline, debarment or any other applicable penalty." See, Section 7.5-310.

To encourage individuals to report "waste, abuse, fraud and corruption," Section 7.5-313 requires all investigative files to be confidential except where production is required by law; and Section 7.5-315 prohibits retaliation against any persons who participate in the IG's investigation.

In keeping with due process, Section 7.5-311 of the Charter requires that when issuing a report or making recommendations "that criticizes an official act," the affected party be allowed "a reasonable opportunity to be heard at a hearing with the aid of counsel."

Since all governmental bodies must be held accountable in their role, the Charter requires that the IG issue quarterly reports to the City Council and the Mayor, which shall be made public and published on the City's website. See, Section 7.5-306.

The Detroit Office of Inspector General is a proud and active member of the Association of Inspectors General (AIG). The Association is a professional organization for offices dedicated to government accountability and oversight. The Detroit Office of Inspector General was founded on the model principals of the Association, and the OIG staff participated in AIG training and received their certification in their area of discipline.

How OIG Complaints Are Resolved

All complaints submitted to the OIG, regardless of the method, are given a complaint number and assigned to an OIG staff member for further review. Based on initial review of the complaint, the Inspector General may:

- 1) Close the complaint and open an investigative file with a new file number.
- 2) Have an OIG employee follow-up with the complainant to obtain additional information pertaining to the complaint; or
- 3) Close the complaint without opening an investigation.

If the Inspector General elects to close the complaint without opening an investigation, one or more of the following actions will be taken:

- 1) The OIG will send a letter or an email to the complainant, or call the complainant, stating that we have decided not to investigate your complaint or that we are closing the complaint.
- 2) Refer the complaint to another department, agency, or legal entity, such as the City's Ombudsman's Office, Detroit Police Department, City of Detroit Buildings, Safety Engineering, and Environmental Department, Wayne County Sheriff or Prosecutor's Office, FBI, Michigan Department of Health and Human Services, or a legal aid office; or
- 3) The OIG will close the complaint without notifying the complainant. This usually occurs when the complainant has not left contact information or if the OIG does not believe it is appropriate to contact the complainant¹.

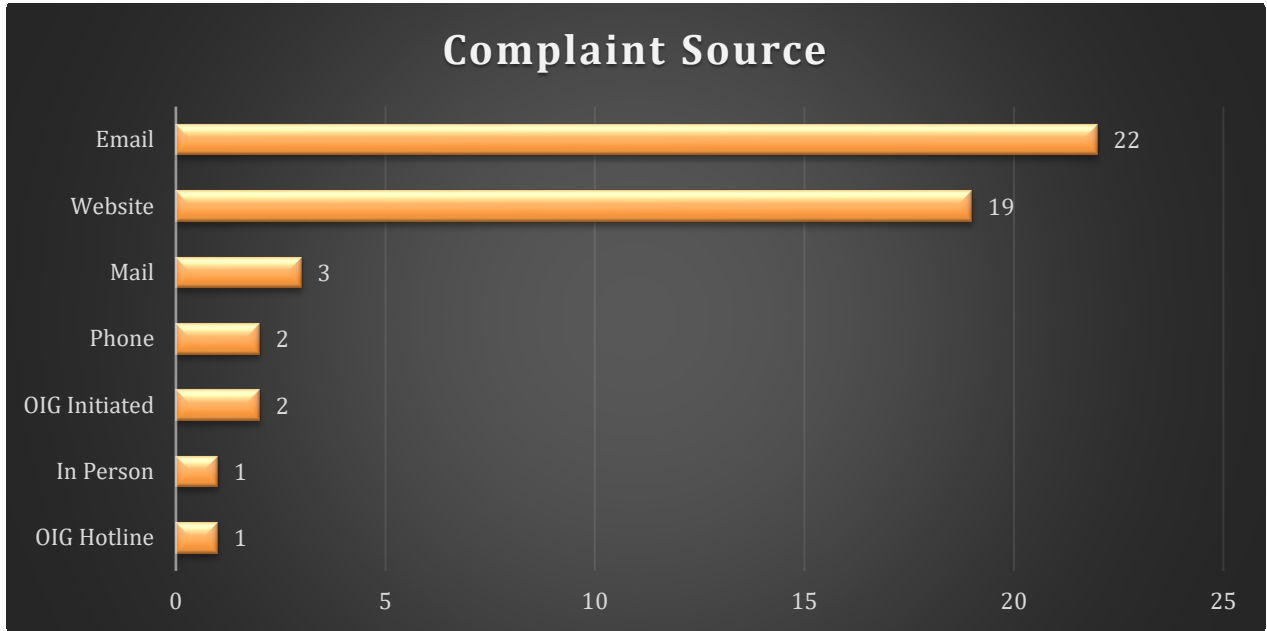
Based on the OIG's historical data, most of the complaints received by the OIG do not result in an investigation. However, every complaint is carefully reviewed before the complaint is closed without additional action or referred to another agency. For more information on how complaints are resolved, please visit www.detroitmi.gov/inspectorgeneral.

¹ For example, on occasion, two complainants with competing interests will file separate complaints with the OIG. If the OIG has a reasonable suspicion that criminal charges may result from a law enforcement investigation, the OIG will not notify either complainant before referring the case and closing it.

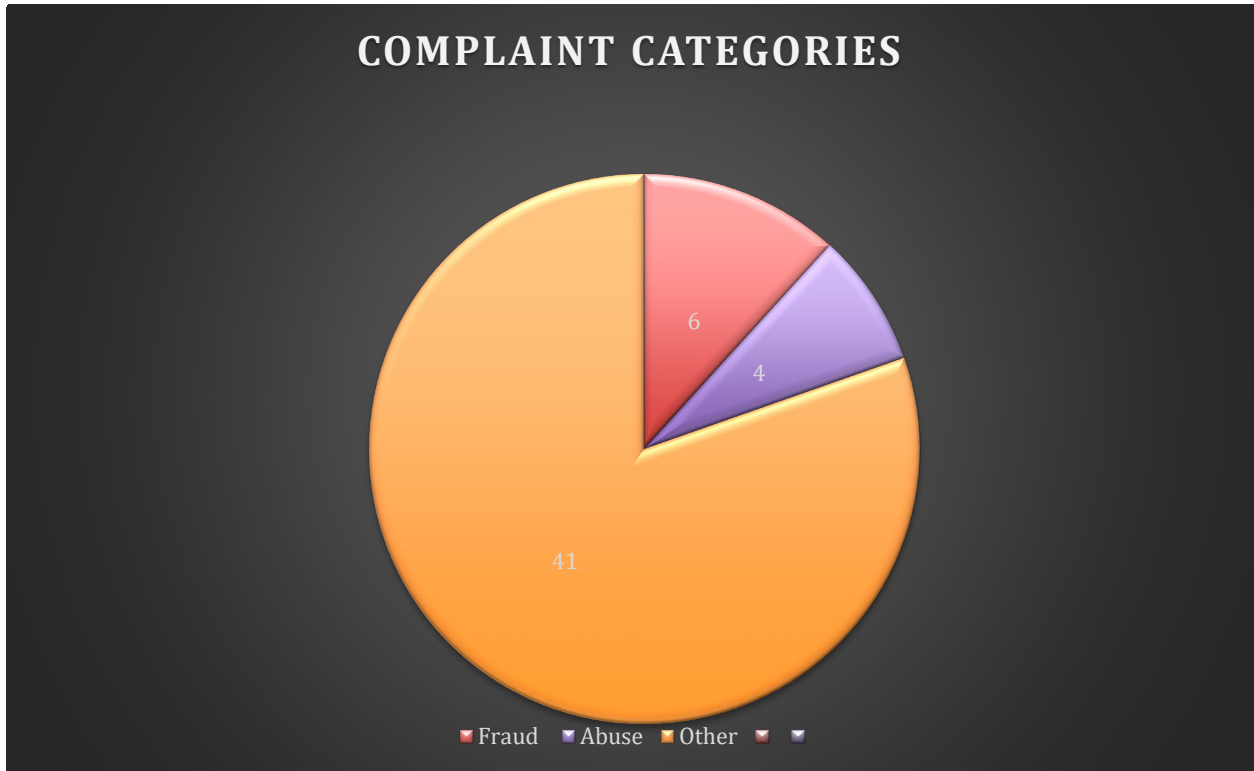
2024 4th QUARTER COMPLAINT STATISTICS

(October 1, 2024-December 31, 2024)

Sources of the 51 Complaints Received by the OIG in the 4th Quarter



Categories of the 51 Complaints Received by the OIG in the 4th Quarter



How Complaints Were Resolved by the OIG in the 4th Quarter

Complaints Pending Prior to Quarter	8
Complaints Received During the Quarter	51
Total	59
Open investigative files	4
Open audit files	0
Pending	13
Referral	0
Decline investigation (No Action)	42
Total	59

The statistics above show the OIG actively worked on 59 complaints this quarter. By the end of the quarter, 4 of the 59 complaints were resolved by opening a new investigation. The OIG declined to investigate 42 of the 59 complaints. The number of complaints with no action includes the various complaints received by the OIG that do not fall under our jurisdiction, such as trash pickup, blight reporting or disputes between neighbors. In those instances, the OIG directs the complainant to the correct agency to assist them further. As of December 31, 2024, the OIG still had 13 complaints pending.

2024 YEAR END COMPLAINT STATISTICS
(January 1, 2024-December 31, 2024)

Complaint Source	Number Received in 2024
Internet (Website)	81
Hotline	9
Telephone	30
Mail	9
Personal Visit	4
Email	115
OIG Initiation	4
Other	4
Total	256

Categories of Complaints	Number Received in 2024
Waste	1
Abuse	22
Fraud	24
Corruption	1
Other	208
Total	256

Complaints Pending Prior to 2024	7
Complaints Received During the Year	256
Total	263
Open investigative files ²	11
Open audit files	0
Pending	13
Referral	1
Decline investigation (No Action)	238
Total	263

The statistics above show the OIG actively worked on 263 complaints throughout 2024. By the end of the year, 12 of the 263 complaints were resolved by either opening a new investigation or referring the matter to the appropriate agency for investigation. The OIG declined to investigate 238 of the 263 complaints. As of December 31, 2024, the OIG still had 13 complaints pending.

² One complaint resulted in opening 27 separate investigations as noted on the pages that follow that further detail OIG investigations.

How OIG Investigations Are Conducted and Resolved

The OIG may initiate an investigation based on information received in the complaint or on its own initiative.

An investigation is initiated when an Investigative File is opened, and an auditor(s) and/or investigator(s) is/are assigned to the file.

An investigation would generally involve one or more of the following:

- 1) Interview of complainant(s) and/or witness(es).
- 2) Acquisition of evidence and/or documents and review of the same; and
- 3) Analyses of the evidence and/or documents reviewed, including forensic audit or review.

An OIG investigation may result in findings by the OIG which substantiate the complainant's allegation of waste, abuse, fraud or corruption in the City's operation or personnel or that of its contractors and/or subcontractors.

In some instances, although the complainant's allegations do not equate to waste, abuse, fraud, or corruption, during the investigation of the allegations, the OIG may find other evidence of waste, abuse, fraud, or corruption that was not contained in the initial complaint. In such instances, the OIG may initiate an investigation on its own initiative.

Likewise, if the investigation reveals that criminal activity may be involved, pursuant to Section 7.5-308 of the 2012 Charter of the City of Detroit (the Charter), the Inspector General is required to "promptly refer the matter to the appropriate prosecuting authorities."

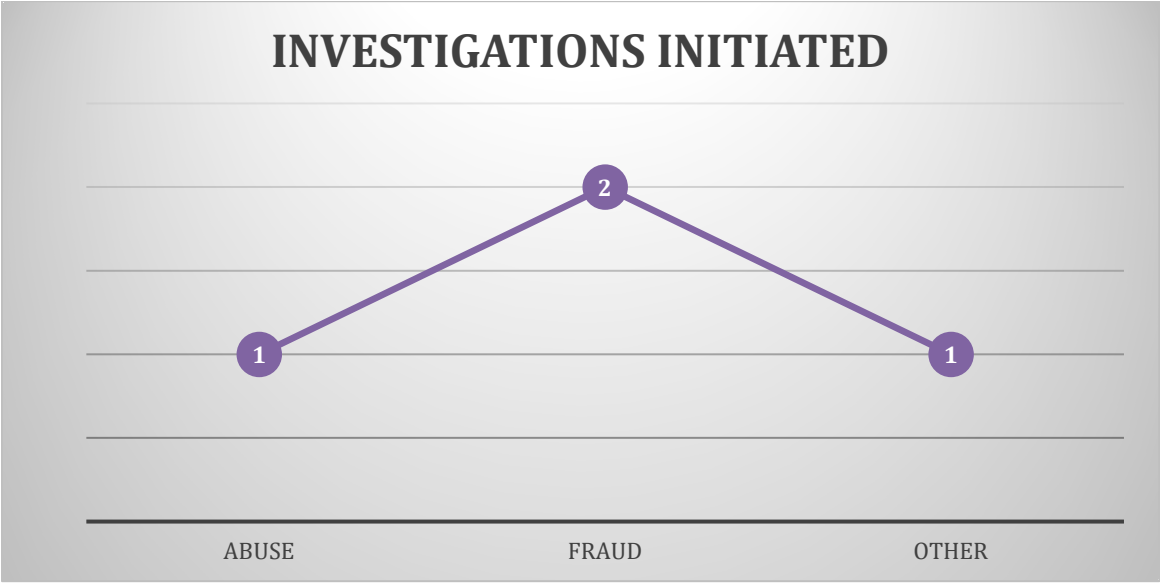
Pursuant to Section 7.5-311(1) of the Charter, "no report or recommendation that criticizes an official act shall be announced until every agency or person affected [by the report or recommendation] is allowed a reasonable opportunity to be heard at a hearing with the aid of counsel." Therefore, when our draft findings are critical, we send a copy of our draft findings, either as a draft memorandum or as a draft report to the affected parties. Thereafter, pursuant to the OIG's Administrative Hearing Rules (Hearing Rules), the parties have 14 calendar days to either provide a written response and/or seek an administrative hearing. Reports and memorandums are not finalized until the Administrative Hearing process has concluded. For additional information on this process, please visit our website at www.detroitmi.gov/inspectorgeneral.

The OIG summarizes the findings of the investigation in the OIG's final memorandum. At times, the OIG can elect to issue a formal final report instead of an internal memorandum. All formal final reports have been and will continue to be published on-line. In addition, from time to time, we exercise our discretion to publish some of our internal memoranda through the City and the OIG's website at: www.detroitmi.gov/inspectorgeneral. For more information on what type of reports and memorandums are published, please visit our website. You can also find copies of previously posted reports and memorandums.

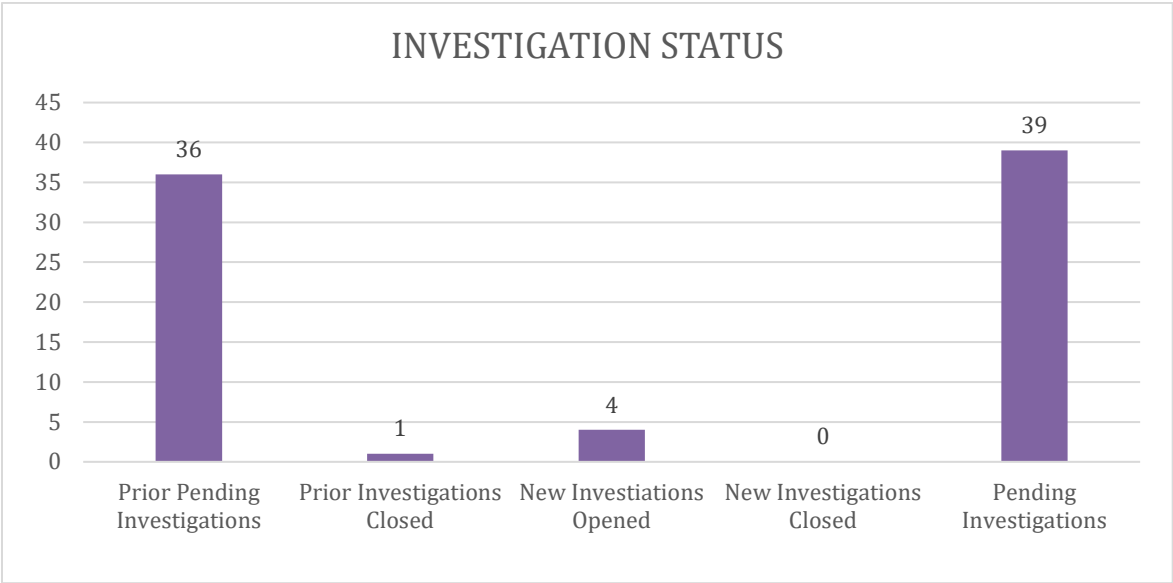
2024 4th QUARTER INVESTIGATION STATISTICS

(October 1, 2024-December 31, 2024)

Categories of OIG Investigations Initiated by the OIG in the 4th Quarter



Status of OIG Investigations in the 4th Quarter



The statistics above show the OIG had 40 active investigations during the quarter. By the end of the quarter, 1 of the 40 investigations was closed. As of December 31, 2024, the OIG still had 39 investigations pending.

Summary of Investigations Closed in the 4th Quarter of 2024

24-0001-INV

The OIG investigated allegations of potential abuse of authority and waste at the Board of Police Commissioners (BOPC) and the Office of the Chief Investigator (OCI). The allegations concerned unauthorized out-of-class assignments and payments given to several OCI investigators without proper documentation or approval from the full Board.

The OIG reviewed numerous records and documents including email correspondence, payroll records, personnel documents, meeting minutes and transcripts, and the BOPC's Bylaws and voting records. The investigation revealed that two current and two former BOPC commissioners abused their positions by implementing out-of-class pay for several OCI employees without the full Board's knowledge and approval. The OIG also found that neither the BOPC nor the City Human Resources Department (City HR) retained accurate documentation regarding the relevant employees' changes in assignments and out-of-class pay.

Based on the findings, the OIG recommended the following:

- Training for BOPC Commissioners and staff on laws and policies that are unique to the BOPC's personnel matters and voting requirements.
- The Board should adopt records management practices that are compliant with the City's Record Management policy and with State laws governing the retention of public and personnel records.
- The Board should implement a formal process for initiating personnel changes and submitting various requests to City HR.
- Training for City HR employee services officers who process and manage requests from organizations like the BOPC which require a vote of a decision-making body before personnel changes can be implemented.
- City HR should review and revise, as necessary, its records management practices to ensure they are compliant with State laws governing the retention of individual personnel documents, including job descriptions and classification histories.

Finally, in the event City HR had not already done so, the OIG recommended that the department review and revise its use of UltiPro for recording personnel changes to ensure the program does not erase/overwrite information that City is required to retain.

2024 YEAR-END INVESTIGATION STATISTICS

(January 1, 2024-December 31, 2024)

Categories of OIG Investigations Initiated in 2024:

Categories of Investigations	Number Initiated
Abuse	2
Fraud	33
Corruption	1
Other	2
Total	38

Status of OIG Investigations in 2024:

Investigations Pending Prior to 2024	Investigations Opened in 2024	Investigations Closed in 2024	Investigations Pending as of December 31, 2024
22	38	21	39

The statistics above show the OIG had 60 active investigations from January 1-2024-December 31, 2024. The OIG closed 21 investigations in 2024, with 15 of the closed investigations initiated in prior years and 6 of the investigations initiated in 2024. As noted above, the OIG still had 39 investigations pending as of December 31, 2024.

How OIG Audits Are Conducted and Resolved

The OIG's Forensic Auditors are specially trained to investigate programs, practices, and financial transactions to obtain evidence of fraud, abuse, waste, and corruption in City of Detroit government. The Forensic Auditors use this expertise to identify fraud risks, detect the misappropriation of City assets and make recommendations to prevent future incidents. In addition, OIG Forensic Auditors review various programs, policies, and procedures to determine whether they are sufficient to detect and prevent fraud, abuse, waste, and corruption. The OIG may initiate an audit based on information received in the complaint or based on an assessment of risk.

An audit generally involves performing one or more of the following:

- 1) A preliminary survey to gather background information and identify audit objectives.
- 2) A risk assessment to identify areas of concern.
- 3) Interviews department staff and leadership.
- 4) Review of requested documents.
- 5) Analytical procedures for detailed testing.

An OIG audit may result in findings that identify actual incidents, or actions that increase the risk of waste, abuse, fraud, or corruption in the City's operations. If the audit reveals that criminal activity may be involved, pursuant to Section 7.5-308 of the 2012 Charter of the City of Detroit (the Charter), the Inspector General is required to "promptly refer the matter to the appropriate prosecuting authorities." An audit can also result in an OIG investigation.

A report is drafted at the end of each audit that includes any conditions that increase the risk of fraud, abuse, waste, and corruption as well as recommendations to mitigate the conditions identified during the audit. Pursuant to Section 7.5-311(1) of the Charter, "no report or recommendation that criticizes an official act shall be announced until every agency or person affected [by the report or recommendation] is allowed a reasonable opportunity to be heard at a hearing with the aid of counsel." Therefore, when our draft findings are critical, we send a copy of our draft findings, either as a draft memorandum or as a draft report to the affected parties. Thereafter, pursuant to the OIG's Administrative Hearing Rules (Hearing Rules), the parties have 14 calendar days to either provide a written response and/or seek an administrative hearing. Reports are not finalized until the Administrative Hearing process has concluded. For additional information on this process, or to see copies of our audit reports, please visit our website at www.detroitmi.gov/inspectorgeneral.

2024 YEAR END AUDIT STATISTICS

(January 1, 2024-December 31, 2024)

Audits Pending Prior to 2024	1
New Audits Initiated	0
Total	1
Audits Closed in 2024	1
Audits Pending as of 12/31/2024	0

The statistics above show the OIG worked on one audit between January 1-2024-December 31, 2024. As of December 31, 2024, the audit was closed and there were no additional audits pending.

Summary of Audits Closed in the 4th Quarter of 2024

23-0001-AUD

The OIG initiated a follow up audit of the disposal of scrap parts at the Detroit Department of Transportation (DDOT). The previous OIG audit report included five recommendations to reduce the risk of waste, abuse, fraud and corruption. Of these findings, DDOT implemented one by working with the Office of the Chief Financial Officer (OCFO) to establish a contact with a ferrous metal processor. In addition, DDOT partially implemented two recommendations by installing cameras bins to monitor access to scrap bins and revising policies and procedures related to the disposal of scrap parts. However, the policies and procedures did not require DDOT security to ensure that only authorized personnel access the scrap bins. In addition, two recommendations remain outstanding. The OIG recommended that DDOT identify all the scrap parts with scrap value. Finally, the OIG recommended OCFO establish financial and inventory policies and procedures to monitor and ensure DDOT and other departments efficiently and effectively dispose of scrap parts with scrap value.

During the current audit the OIG identified two additional conditions that increase the risk of waste, abuse fraud or corruption. First, non-metal parts (e.g., plastic) that DDOT mechanics remove from coaches, which may have financial value, are subject to waste or fraud due to inefficient or improper disposal. The OIG recommended DDOT establish policies and procedures and establish a contract with a processor for these scrap parts. This will allow DDOT to receive revenue for these additional scrap coach parts. Secondly, the OIG identified the risk that the DDOT and OCFO would be unable to confirm the metal processor paid DDOT accurately for the tons of scrap materials submitted. As such, the OIG recommended DDOT ensures the OCFO has proof (i.e., shippers) of the tons of scrap DDOT submitted to the scrap processor. This will allow the OCFO to ensure the scrap processor accurately submits payment for all scrap materials they receive from DDOT.

OIG’S OPEN RECOMMENDATIONS MADE TO CITY DEPARTMENTS AND AGENCIES

Status Report as of December 31, 2024

Case Number	Public Servant, Department, Board or Agency	Date	Status
22-0018-INV	Construction & Demolition Department	9/27/2023	Open

Recommendation: Develop a data documentation policy and procedures that can better track dirt to ensure properly tracked from source to site.

Response: On October 24, 2024, CAD stated that it had completed its first audit of backfill documents and that they are in process of reviewing results. CAD is working to prepare a written summary of the findings and next steps by the end of the year.

Case Number	Public Servant, Department, Board or Agency	Date	Status
23-0001-AUD	DDOT	12/4/2024	Open

Recommendations from Prior Audit: Establish policies and procedures to restrict unauthorized individuals from obtaining access to the scrap, especially the scrap bin in the yard of the main campus; Identify all the scrap parts with scrap value that mechanics have removed from coaches; Revise the relevant existing policies and procedures to formalize employee expectations related to parts with scrap value to safeguard parts for waste, fraud, abuse or corruption.

Response: DDOT has installed cameras in the yard of the main campus. However, they have not yet established policies and procedures to restrict access or monitor the scrap bin. DDOT is currently testing a scanner that will allow them to catalog and track the parts. DDOT has partially revised their existing policies and procedures and are working on additional revisions.

New Recommendations: Establish policies and procedures regarding the non-ferrous scrap materials and enter into a contract with a non-ferrous processor; Ensure ODFS has the shipping records for each bin of scrap material DDOT transfers to the ferrous vendor.

Response: DDOT has requested to establish a three-year contract for scrap pickup from the DDOT Central Facility. DDOT is looking to procure recyclable parts for the upcoming bus builds to reduce the scrap quantity. DDOT established a process to keep a digital copy of the shippers in the Maintenance SharePoint for future reference. This established process is included in the VM SOP 59 for MMD employees. Also, this same receipt will be shared with the ODFS team for verification. The receipt reference in the response is the one provided by the vendor that is used for disposal purposes.

Case Number	Public Servant, Department, Board or Agency	Date	Status
23-0005-INV	HR	2/29/2024	Open

Recommendation: Training for City HR employees on Charter provisions and other laws/policies that are unique and relevant to the BOPC’s personnel matters and voting requirements.

Response: On July 16, 2024, City HR stated that they are developing a formal training plan on policies and procedures, and that several teams within HR are in the early stages of auditing its processes to identify areas where technology can be used to improve efficiency and better ensure compliance.

Case Number	Public Servant, Department, Board or Agency	Date	Status
23-0008-INV	OCFO/ODFS/Payroll	7/2/2024	Open

Recommendation: Develop policies and procedures that require job codes to be checked against the department’s approved budget to ensure that Payroll only processes payments to legitimate employees with job code that match the budgeted positions that are properly approved.

Response: On October 21, 2024, the OCFO/ODFS/Payroll departments stated it is working with its team to review the current processes and OIG recommendations to determine next steps for any process and policy changes.

Case Number	Public Servant, Department, Board or Agency	Date	Status
23-0008-INV	OCFO/ODFS	7/2/2024	Open

Recommendation: Develop a policy and process that requires formal escalation of the budget issues flagged by OCFO/ODFS when the department or agency repeatedly fails to address the flagged issue and requires any budget issues flagged to be addressed before the start of the new fiscal year.

Response: On October 21, 2024, the OCFO/ODFS/Payroll departments stated it is working with its team to review the current processes and OIG recommendations to determine next steps for any process and policy changes.

Case Number	Public Servant, Department, Board or Agency	Date	Status
23-0008-INV	OIG	7/2/2024	Open

Recommendation: The OIG should audit the BOPC’s personnel processes to ensure all positions filled within the BOPC, including the OCI, are compliant with the Charter and City HR Rules.

Response: OIG management is currently reviewing the audit request to decide on the next steps.

Case Number	Public Servant, Department, Board or Agency	Date	Status
23-0012-INV	DTC	3/12/2024	Open

Recommendation: DTC should follow up on any duplicate payments to UPS and GE not resolved by the OIG and obtain the necessary refund or credit; Submit the status of the duplicate payments to the OAG to be included in their subsequent audit report; Adopt the various recommendations made in the OAG’s audit report.

Response: On January 10, 2025, Robert Cramer responded that UPS has not yet confirmed the status of the duplicate payments. GE submitted supporting documentation showing that no duplicate was issued; instead the original check was voided and a new check was issued. DTC has provided OAG with a status update. DTC is still reviewing its policies and procedures for updates based on recommendations from OAG’s report, needs, adjusting regulations and best practices.

Case Number	Public Servant, Department, Board or Agency	Date	Status
23-0015-INV	OCFO	5/17/2024	Open

Recommendation: Increased training for Travel Coordinators on compliance with the Travel Directive; Updates to the Travel Authorization Request Form to identify the approved travel criteria that apply to the proposed travel; Requirement to fully document any deviations from the Travel Directive, including those who approved the change

Response: In July 2024, OCFO started training the travel coordinators for the departments on a new process for travel authorizations. As of October 2024, a new travel policy has been drafted and is awaiting final approval.

Case Number	Public Servant, Department, Board or Agency	Date	Status
24-0001-INV	BOPC	10/16/2024	Open

Recommendation: The Board should adopt records management practices that are compliant with the City of Detroit’s Records Management Policy. Such practices should also be compliant with State laws governing the retention of public and personnel records. The Board should implement a formal process for initiating personnel and compensation changes, and submitting other various requests to City HR. The process may include, for example, an affidavit regarding Board approval that provides the date on which the Board voted to implement the given change(s).

Response: New recommendation; response not yet due.

Case Number	Public Servant, Department, Board or Agency	Date	Status
24-0001-INV	HR	10/16/2024	Open

Recommendation: City HR should review and revise, as necessary, its records management practices to ensure they are compliant with State laws governing the retention of individual personnel documents, including job descriptions and classification histories. In the event HR has not already done so, we also recommend reviewing or revising the department’s use of Ultipro for recording personnel changes to ensure the program doesn’t erase or overwrite information the City is required to retain.

Response: New recommendation; response not yet due.

Case Number	Public Servant, Department, Board or Agency	Date	Status
24-0003-INV	OCFO	6/10/2024	Open

Recommendation: OCFO should work with the departments to better control overtime payments with limits on discretionary overtime and tiered approvals for employees that exceed the limit

Response: OCFO responded that the report’s recommendations for policies and procedures are appreciated and OCFO will work with the departments to address how to modify or incorporate those recommendations and develop processes that best fit their needs. OCFO will continue to work with OIG to manage personnel costs and identify any inappropriate costs.

OIG'S CLOSED RECOMMENDATIONS MADE TO CITY DEPARTMENTS AND AGENCIES

Status Report as of December 31, 2024

In 2024, the OIG closed recommendations related to 11 OIG investigations. The status of the recommendations breaks down as follows:

Status	Number of Investigations
Accepted	9
Partially Accepted	1
Rejected	1

The following summarizes the OIG's closed recommendations for 2024:

Case Number	Public Servant, Department, Board or Agency	Date Closed	Status
18-0028-INV	DLBA	6/30/2024	Rejected

Recommendation: DLBA Executive Director Tammy Daniels and DLBA Deputy Demolition Director Michele Chittick should be disciplined for abusing their positions and authority for failing to collect contractually required documentation from contractors.

Response: DLBA Board Chair Erica Ward Gerson stated that she will not discipline Ms. Daniels and Ms. Chittick for abusing their authority/ positions.

Case Number	Public Servant, Department, Board or Agency	Date Closed	Status
22-0003-INV	CRIO	6/30/2024	Partially Accepted; Administratively Closed

Recommendation: Revise policies to add an analytical component to its document review process, review the Finance Ordinance to provide clarity to contractors on requirements, training to contractors on requirements, and contractor compliance with all City requests.

Response: CRIO's Director responded that CRIO now has a Policy and Data team, and they are currently working with Law on several items related to our certifications that will strengthen the certification process. We expect to send Ordinance changes to City Council for approval this fall. The certification team has also increased outreach by participating in meetings with department and contractors. For large developments we now require that all contractors involved must be included in the onboarding process of said development.

Case Number	Public Servant, Department, Board or Agency	Date Closed	Status
22-0013-INV &23-0001-INV	OCFO	9/30/2024	Accepted

Recommendation: Revise the City policies to clarify the requirement that hourly employees must enter their time each workday.

Response: OCFO issued a revised Directive # 022-105-01 on August 23, 2024. The Directive requires hourly employees to punch in at the beginning and out at the end of their shift. The policy further states that excessive manual entries will be flagged by Payroll and should include a comment on the timecard for clarity.

Case Number	Public Servant, Department, Board or Agency	Date Closed	Status
22-0013-INV &23-0001-INV	DPW	9/30/2024	Accepted

Recommendation: Require all drivers of City vehicles to read and sign copies of the Use policy.

Response: A DPW Superintendent confirmed that DPW Street Maintenance hourly employees were apprised of the OCFO policy change. She also confirmed that employees were required to sign the vehicle use policy.

Case Number	Public Servant, Department, Board or Agency	Date Closed	Status
23-0006-INV	BOPC	3/31/2024	Accepted

Recommendation: Issue appropriate discipline to the BOPC employee for abusing her authority by submitting pay adjustments to HR without the full authority of the Board; Train all BOPC Board Members and Staff annually the Charter provisions relevant to BOPC, including proper delegation of authority; Initiate an onboarding process for each new Board Chairperson at the onset of their term; and Develop a written policy regarding the use/approval process of the Chairperson's electronic signature on official correspondence. All Commissioners and BOPC staff should be required to acknowledge receipt of the policy and affirm that they read and understood it.

Response: On April 8, 2024, BOPC reported that Melanie White was unappointed by the Board on January 18, 2024. The Board is reviewing their by-laws to include language regarding the use

of the Chairperson’s signature. BOPC shared that the training materials have been updated to include an onboarding process for the Chairperson and the delegation of Charter duties.

Case Number	Public Servant, Department, Board or Agency	Date Closed	Status
23-0006-INV	HR	3/31/2024	Accepted

Recommendation: Develop a written policy for HR Staff to obtain a wet or electronic signature from a department director or designated official prior to sending a letter on behalf of the department or board.

Response: On February 5, 2024, HR reported that they obtained DocuSign licenses for all of their staff to use for the Director’s signatures.

Case Number	Public Servant, Department, Board or Agency	Date Closed	Status
23-0010-INV	Media Services	6/30/2024	Accepted

Recommendation: A City computer should be issued to employees who conduct work on the computer in adherence to the City’s Data Security Policy; Employees using Box should have a unique username linked to their full name; Employees should use their City issued email address and equipment when conducting City business whenever feasible and in accordance with applicable City policies.

Response: On April 19, 2024, Vickie Thomas responded that since she became Communications Director in May 2021, the Media Services department adheres to the City’s Data Security Policy. Every employee of the Media Services department who uses Box is signed in using their email address which clearly identifies the user. The department adheres to the City's Asset Management Policy and Workstation Usage Policy. In addition, Ms. Thomas reported that the target of the investigation is no longer with the department and another employee involved has retired.

Case Number	Public Servant, Department, Board or Agency	Date Closed	Status
23-0018-INV	BSEED	6/30/2024	Accepted

Recommendation: BSEED’s Director and the Law Department should correct the application approval made in error and go through the BZA process; Develop policies to address internal disputes regarding

variances and the correct application of the Zoning Ordinance; Issue appropriate discipline to the BSEED Director.

Response: On April 29, 2024, Dave Bell stated that BSEED issued a revised grant related to this matter and it is now requiring a board of zoning appeals approval. In addition, BSEED rescinded the certificate of occupancy, and Mr. Bell will consult with law on any similar discrepancies in the future prior to giving approval.

Case Number	Public Servant, Department, Board or Agency	Date Closed	Status
23-0019-INV	OCP	6/30/2024	Accepted

Recommendation: OCP should revoke Staffing Equipment Evolution's status as a pre-qualified bidder.

Response: OCP and the Construction and Demolition Department confirmed that Staffing Equipment Evolution is no longer a prequalified contractor.

Case Number	Public Servant, Department, Board or Agency	Date Closed	Status
23-0021-INV	DDOT/OCFO	9/30/2024	Accepted

Recommendation: All employees enter their arrival and departure times using their badges or logging into a computer; Timekeepers should note the reason for any manual entries; Training for timekeepers on their responsibilities to ensure employee time is accurately reported.

Response: OCFO issued a revised Directive # 022-105-01 on August 23, 2024. The Directive requires hourly employees to punch in at the beginning and out at the end of their shift. The policy further states that excessive manual entries will be flagged by Payroll and should include a comment on the timecard for clarity.

Case Number	Public Servant, Department, Board or Agency	Date Closed	Status
24-0004-INV	DPW	9/30/2024	Accepted

Recommendation: Disciplinary action for the employee for violating the City's and DPW's vehicle-use policies; Disciplinary action for the employee for falsifying inspection reports; Periodic training for DPW employees regarding vehicle-use policies, work rules and expectations; Installing a Global Positioning System (GPS) in City-owned vehicles for tracking

and verifying the dates and times that an inspector is on a work site; Training supervisors on OpenGov to accurately capture inspectors daily assignments.

Response: DPW agreed with the recommendations from the OIG. The employee was disciplined, and DPW will review their internal practices to retrain employees as well as prevent incidents like this in the future. DPW is also working with GSD to determine if GPS units can be added to vehicles that lack the system.

Office of the Inspector General Organizational Structure: 4th Quarter of 2024

Between October 1, 2024, and December 31, 2024, the City of Detroit Office of the Inspector General (OIG) consisted of the following individuals:

Kamau Marable, M.A., CIG, CFE, **Inspector General**

Jennifer Bentley, Esq., CIGI, **Deputy Inspector General**

Beverly L. Murray, CIGA, CFE, **Manager Investigations and Audit (Working Title)**

Tiye Greene, Esq., **Associate Attorney**

Edyth D. Porter-Stanley, CIGA, CFE, **Forensic Auditor**

Kelechi Akinbosede, Esq., CIGI, **Investigator**

April Page, M.A., CIGI, **Investigator**

Srinivas Gampa, **Information Analyst**

Kasha Graves, **Administrative Assistant**

Kaniya Foster, **Administrative Assistant**

OIG Contact Information

Via Internet: www.detroitmi.gov/inspectorgeneral

(The website is on a secure server, which allows individuals to provide information on a secure electronic report form 24 hours a day, 7 days a week.)

Via Telephone Hotline: 313-964-TIPS (8477)

Via OIG Telephone Line: 313-628-2517

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Via Email: oig@detoig.org or Suggestions@detoig.org

Via Social Media: Facebook: facebook.com/DetroitOIG

Instagram: instagram.com/detroitoig/

Twitter: x.com/DetroitOIG

LinkedIn: linkedin.com/company/detroitoig/

Please use social media to stay connected to the OIG but ***social media should not be used to file complaints*** with our office. You can use any of the other methods listed above to file a complaint. You can also visit the OIG at the address above to file a complaint in person.