

# Office of the Inspector General

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**Activities Report**

**2<sup>nd</sup> Half, FY 2009**



**Metro**

# OIG Activities Report 2<sup>nd</sup> Half

## Audit Unit

Started 7 Projects

Issued 7 Final Reports

- Department Information Security – The 11 recommendations will strengthen department level information security controls.
- Metro Rewards Program – The recommendations ensure that Metro gift cards are adequately controlled, safeguarded, and accounted for.
- Advertising Revenue – The 5 recommendations will strengthen controls over revenue from advertisements.
- Accounts Payable Checks – The recommendation will ensure that written procedures are updated.
- Travel and Business Expense Reports – Controls were adequate to identify and correct errors; however, providing additional policy information to travelers would reduce the number of errors being found by the Travel coordinator.
- Quarterly Audits of Miscellaneous Expenses – The two quarterly audits found no reportable conditions.



**Metro**

# OIG Activities Report 2<sup>nd</sup> Half

## Audit Unit

Issued 3 Draft Reports

Completed 20 of the 25 projects in the FY2009 Audit Plan.

- Five projects in the original plan were deferred because 6 other unplanned projects were started.
- Resources were shifted to respond to more critical needs.

# OIG Activities Report 2<sup>nd</sup> Half

## Investigations Unit

### Opened 55 Matters

- 27 Investigations
- 7 Multi-site reviews in 1 area (Petty Cash Security Reviews)
- 18 Inquiries referred to Metro departments or did not warrant further investigation
- 3 Professional investigation service requests

### Completed 47 Matters

### 14 Matters Warranted Reports To Management

- 24-Hour Vehicle Assignments
- Theft of Copper Wire
- Investigation of Bad Checks
- Alleged Payroll Fraud
- Missing Petty Cash Funds



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# OIG Activities Report 2<sup>nd</sup> Half

## Investigations Unit

### 14 Matters Warranted Reports To Management, continued

- Alleged Consumption of Alcohol at Divisions
- Alleged Employee Misconduct and Unreported Outside Employment
- Loan Sharking Activities
- Contractor Misconduct
- False Information Provided to Mortgage Lender
- Misuse of Metro Purchase Card
- Employee Misuse of Metro Vehicle
- Alleged Unreported Outside Employment
- Attempt to Improperly Obtain Metro Replacement Check

# OIG Activities Report 2<sup>nd</sup> Half

- We began a program where Metro departments may request investigation assistance. Since April 2008, 20 requests have been received and completed.
- Participation on the Sharp Credit Practices Project Team.
  - Issued letter advising loan sharks to stay off Metro property.
  - Notified Transit Security.
  - Preparing education campaign.
  - Accompanied 2 employees to small claims court resulting in dismissal of claim and reduced debt.
  - Discussions with credit union ongoing.
  - Reviewing policy on direct deposits.
  - Other options also under discussion.

# OIG Activities Report 2<sup>nd</sup> Half

## Investigations Unit

- **Department Administration**
  - Completed draft policy on offsite-data back-up procedures.
  - Deployed network printers to transition from individual printers to keep cost down.
  - Hired a replacement for Information Technology consultant services.
  - Continued the process to develop a website for posting audit and possibly investigation reports.
- Began work on undercover “ride along” program as a supplement to any Metro program to confirm agency’s compliance with safety, ADA compliance, and customer service policies.