



## Ethics Review Board for the City of New Orleans

### Board Meeting of April 18, 2022, at 3:30 P.M. in New Orleans City Council Chambers

#### Minutes

1. *Call to Order.*
  - 1.1. The chair called the special meeting to order at 3:34 p.m.
  - 1.2. Board members present:
    - 1.2.1. Wanda A. Brooks.
    - 1.2.2. Elizabeth Livingston de Calderon, Chair.
    - 1.2.3. Holly Callia.
    - 1.2.4. Michael A. Cowan.
  - 1.3. Board members absent:
    - 1.3.1. Monique G. Doucette.
    - 1.3.2. Tyrone G. Jefferson, Jr.
    - 1.3.3. Torin T. Sanders.
  - 1.4. Staff members:
    - 1.4.1. Dane S. Ciolino, Executive Administrator and General Counsel.
    - 1.4.2. Jordy Stiggs (absent due to illness).
  - 1.5. The agenda for the meeting is attached.
2. *Approval of Minutes.* Upon a duly made and seconded motion, the board unanimously approved the minutes of the meeting of April 11, 2022.

3. *Monthly Report of the Office of the Inspector General.*
  - 3.1. Ed Michel appeared on behalf of the Office of the Inspector General.
  - 3.2. Mr. Michel presented his office's monthly written report (attached). He also reported orally to the board and responded to board members' questions.
  - 3.3. Mr. Michel noted that he is in the process of hiring a GC and an auditor.
  - 3.4. Mr. Michel reported that he has started an internship program and has had it approved by civil service. This is a way to grow the size of the office.
  - 3.5. Mr. Michel noted that his office released reports related to the Firefighters' Pension Fund, pot hole repair, and BRASS. His office also released a report on the use of parking permits issued in the names of deceased people. His office has gone from releasing 3 reports in 2020 to 12 reports since the transition.
  - 3.6. Mr. Michel reported on ongoing investigations into NOPD, Juvenile Justice Center, the Orleans Sheriff's Office and the S&WB.
  - 3.7. Mr. Michel reported on recent convictions of public officials.
  - 3.8. Ms. Brooks asked whether the FFPF has investment managers. Mr. Michel responded "yes." Ms. Callia asked whether the investment strategies had changed. Mr. Michel responded that it had—namely, the fund was planning to invest less in "alternative" investments and more in traditional stocks and bonds.
  - 3.9. Mr. Cowan asked about the status of the investigation into homestead exemptions given to deceased individuals by the assessor's office. Mr. Michel reported that the office was making changes but that it was not very "nimble" and quick with the changes. Mr. Michel reported that his office believes that there are more problems at the assessor's office that need to be looked into. Ms. Callia asked whether there was any possible "dishonest" activity. Mr. Michel reported "possibly," and noted that the Louisiana State Police will be alerted to any such issues.
  
4. *Monthly Report of the Office of Independent Police Monitor.*
  - 4.1. Stella Cziment appeared on behalf of the Office of the Independent Police Monitor.
  - 4.2. Ms. Cziment presented her office's monthly written report (attached). She also reported orally to the board and responded to board members' questions.
  - 4.3. Ms. Cziment noted that she will be providing feedback to supervisors at NOPD as well as young captains with a goal to improve performance. This is being coordinated with federal monitors.

- 4.4. Mr. Cowan asked about the procedures for the OIPM response to NOPD use of force incidents. Ms. Cziment reported that if a Level 4 event occurs, her office goes out to the scene. She did note that her office will get more involved with lower level incidents.
- 4.5. Ms. Cziment noted that her office is working with NOPD to get victims' property returned sooner.
- 4.6. Ms. Calderon asked how hiring was going in the OIPM. Ms. Cziment noted that her office is doing more informal outreach. At present, the office is looking to hire a data analyst. She is trying to reduce dependency on contractors and hire instead through civil service.
5. *Monthly Report of Ethics Trainer.*
  - 5.1. Jordy Stiggs presented his monthly written report (attached) in absentia.
  - 5.2. Mr. Stiggs was absent from the board meeting due to COVID-19.
6. *Report of the Executive Administrator and General Counsel.*
  - 6.1. Dane S. Ciolino presented his oral report.
  - 6.2. Mr. Ciolino noted that the board will have to set Ms. Cziment's salary. That will be an issue for a future board meeting.
  - 6.3. Mr. Ciolino reported that the board would review a draft of its annual report at the next board meeting.
7. *Bylaws Changes on Hiring Process.*
  - 7.1. The board discussed the proposed changes to the bylaws attached to the agenda.
  - 7.2. The board took no vote on the proposal. However, during discussion the sense of the board was that the bylaws should recommend that the board consider hiring a search firm for future IG and IPM searches, but that hiring such a contractor was not strictly required.
  - 7.3. Ms. Calderon noted that this issue will be on the agenda for a vote at the May board meeting.
8. *Call for Agenda Items for Future Board Meetings.*
  - 8.1. Ms. Callia will report on QARAC appointments.
  - 8.2. The board and Mr. Ciolino need to encourage the mayor's office to appoint board members promptly in response to expiring terms.

9. *Adjournment.*

9.1. A motion was made to adjourn the board meeting.

9.2. The motion was seconded.

9.3. The board unanimously voted to adjourn. The meeting was adjourned at 4:44 p.m.

\* END \*



## CITY OF NEW ORLEANS ETHICS REVIEW BOARD

525 St. Charles Avenue New Orleans, LA 70130-3409

[erb@nolaerb.gov](mailto:erb@nolaerb.gov)

<https://www.nolaerb.gov/>

### BOARD MEETING

New Orleans City Hall, City Council Chambers, 1300 Perdido St, New Orleans, LA 70112

Monday, April 18, 2022

3:30 P.M.

### AGENDA

1. Call to order.
2. Approval of the minutes of prior board meeting.
3. Presentation of monthly reports by Inspector General, Independent Police Monitor, and Ethics Trainer, including questions by board members.
4. Brief discussion of Ethics Training Strategic Plan.
5. Report of General Counsel and Executive Administrator.
6. Discussion of by-law amendment to set forth guidelines for appointment of Inspector General and Independent Police Monitor.
7. Call for agenda items for future board meetings.
8. Adjournment.

**Monthly Report of  
OIG**

# **MONTHLY REPORT**

**MARCH 2022**



# **OIG**

**NEW ORLEANS  
OFFICE OF INSPECTOR GENERAL**

**EDWARD MICHEL, CIG  
INSPECTOR GENERAL**

# ADMINISTRATION DIVISION

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# 1,840

Number of registered Twitter followers

## ADMINISTRATION

The Office Manager is responsible for the following ongoing tasks:

- Human Resources
  - Coordinating the hiring process
- Finance
  - Managing and refining the OIG budget
- Procurement Process
  - Communicating with OIG vendors
  - Processing requisitions to create purchase orders
  - Overseeing the timely payment of OIG expenditures
- Operations
  - Coordinating with the OIG's landlord and various City departments on administrative matters

## INFORMATION SECURITY

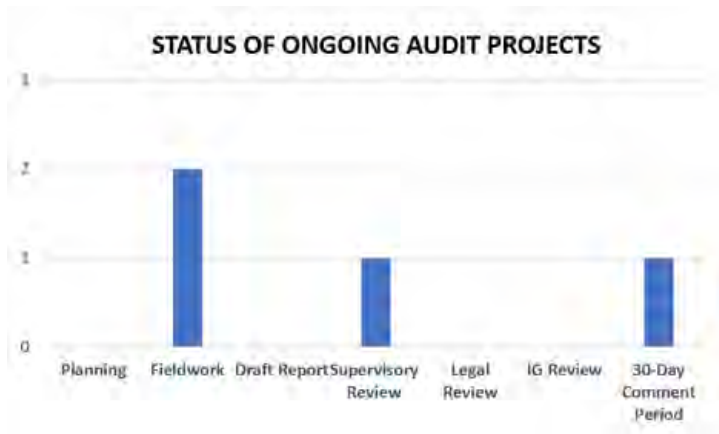
The OIG Information Security Specialist is responsible for the following tasks to maintain the OIG's information technology (IT) integrity

- Technical Support
- Hardware and Software Updates
- Communication and Coordination
- Consultation for IT Purchases



# AUDIT & REVIEW DIVISION

The Audit and Review Division conducts financial audits, attestations, compliance, and performance audits of City programs and operations. Auditors test for appropriate internal controls and compliance with laws, regulations and other requirements.



The Audit and Review Division has the following projects in process:

- BRASS Procurement System
- Orleans Parish Communications District (OPCD) Expenditures
- Department of Public Works (DPW)/SW&B Coordination
- Safety and Permits City Employee Inspections

## **Project Phase Descriptions:**

**Planning** - includes background research, data gathering, initial interviews, and/or internal controls assessment.

**Fieldwork** - includes data and statistical analyses, interviews, testing of procedures, onsite observations, and/or physical inspections.

**Draft Report** - includes data and statistical reviews, documenting fieldwork results, initial report writing, revisions and internal Quality Assurance Review (QAR) prior to supervisory review.

**Supervisory Review** - includes the review by both Deputy Inspector General and First Assistant Inspector General to ensure sufficiency and appropriateness of evidence, adequate fieldwork procedures, and proper conclusions, content, presentation and readability.

**Legal Review** - Report review by in-house General Counsel and/or outside Legal Counsel to ensure appropriate and proper legal citations and/or interpretations.

**IG Review** - Report review by the Inspector General based on corrections and recommended changes resulting from the Legal Review.

**30-Day Comment Period** - 30-day deadline for the department to review the draft report and submit management responses for inclusion in the final report.

# MEASURING PROGRESS

## AUDIT AND REVIEW DIVISION

The following information provides a summary of the Audit Division's project phase and a summary of the audit objectives.

Project Name	Project Phase <sup>1</sup>	Anticipated <sup>2</sup> Completion Date
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BRASS Procurement System	30-Day Comment Period	04/07/2022
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**Summary of Objectives:** To determine if management's BRASS Procurement System's internal controls are designed properly and implemented and operating effectively.

DPW/S&WB Coordination	Supervisory Review	04/30/2022
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**Summary of Objectives:** To determine if the City of New Orleans and S&WB have sufficient policies and procedures relevant to coordinating the \$2 billion Capital Improvement Program and that the internal controls are operating effectively.

Orleans Parish Communications District	Fieldwork	Ongoing
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**Summary of Objectives:** To determine if management's internal controls are designed properly and implemented and operating effectively to ensure expenses and disbursements were business-related and allowed by law.

Safety & Permits City Employee Inspections	Fieldwork	Ongoing
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**Summary of Objectives:** To determine if City employees performed on-site inspections at various locations.

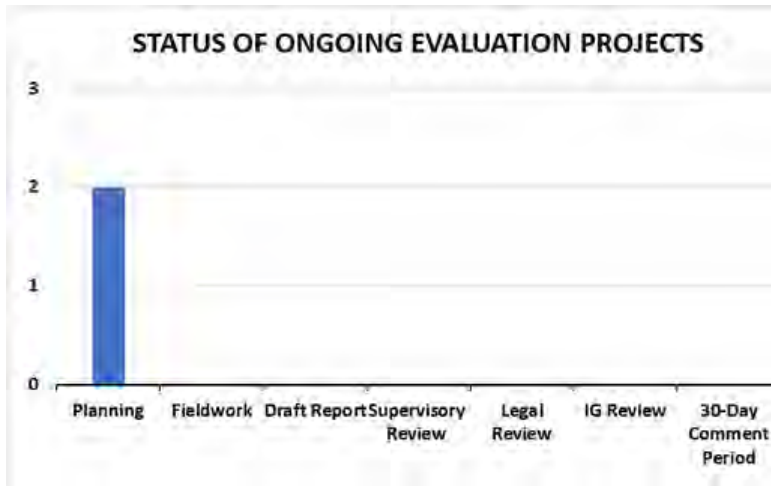
**Footnotes:**

**1** - Project phase determination is based on the objective(s), scope, and methodology for each project. It is not determined by a standard set of hours and/or phase deadline.

**2** - The completion date may be re-evaluated if necessary.

# INSPECTIONS & EVALUATIONS DIVISION

The Inspections and Evaluations Division works to increase the efficiency, effectiveness, transparency, and accountability of City programs, agencies, and operations. Evaluators conduct independent, objective, empirically based and methodically sound inspections, evaluations, and performance reviews.



In March 2022, the Inspections & Evaluation Division issued the following reports:

- Firefighters' Pension Fund Governance
- NOLA 311 Potholes

The Inspections & Evaluations Division has the following projects in process:

- City of New Orleans (CNO) Property Transfers to the New Orleans Redevelopment Authority (NORA)
- New Orleans Police Department (NOPD) Violent Crime Response Analysis

## **Project Phase Descriptions:**

**Planning** - includes background research, data gathering, initial interviews, and/or internal controls assessment.

**Fieldwork** - includes data and statistical analyses, interviews, testing of procedures, onsite observations, and/or physical inspections.

**Draft Report** - includes data and statistical reviews, documenting fieldwork results, initial report writing, revisions and internal Quality Assurance Review (QAR) prior to supervisory review.

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**30-Day Comment Period** - 30-day deadline for the department to review the draft report and submit management responses for inclusion in the final report.

# MEASURING PROGRESS

## INSPECTIONS AND EVALUATIONS DIVISION

The following information provides a summary of the Inspections and Evaluations Division's project phase and a summary of the each project's objectives.

Project Name	Project Phase <sup>1</sup>	Anticipated <sup>2</sup> Completion Date
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CNO Property Transfers  
to the NORA

Planning

Ongoing

**Summary of Objectives:** To determine whether the City is compliant with applicable laws and standards in the transfer of properties to New Orleans Redevelopment Authority.

NOPD Violent Crime  
Response Analysis

Planning

Ongoing

**Summary of Objectives:** To assess the NOPD's response to violent crimes in the City in relation to best practices and industry standards.

### Footnotes:

**1** - Project phase determination is based on the objective(s), scope, and methodology for each project. It is not determined by a standard set of hours and/or phase deadline.

**2** - The completion date may be re-evaluated if necessary.

# INVESTIGATIONS DIVISION

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## **ADMINISTRATIVE INVESTIGATIONS (MARCH HIGHLIGHTS)**

Issued a supplemental Report of Investigation (ROI) to Sewerage & Water Board concerning employee misconduct.

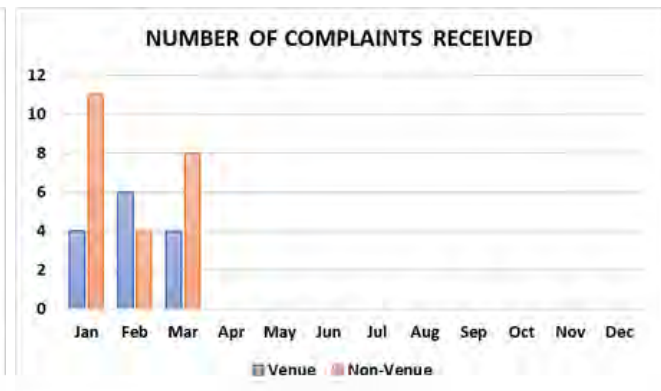
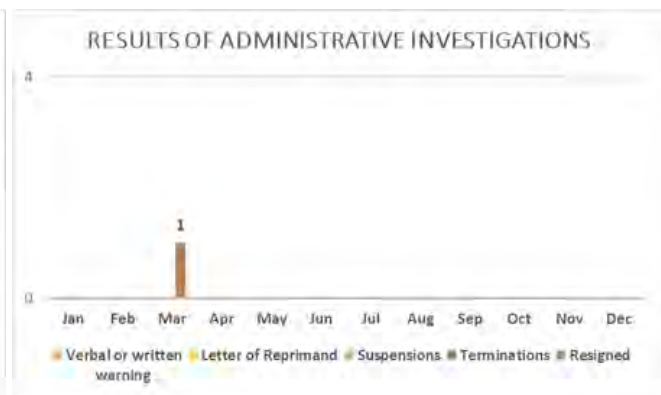
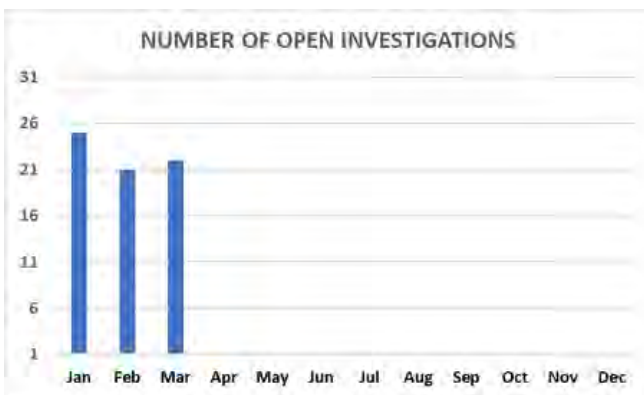
Issued a letter to the Assessor's Office concerning eight (8) residential properties which continue to receive a homestead exemption and senior freeze reduction despite the listed homeowner reportedly being deceased. Assessor's Office acknowledged receipt of the letter.

Issued a Request for Documents to the Department of Public Works (DPW) Parking Division.

# MEASURING PROGRESS

## INVESTIGATIONS DIVISION

The Investigations Division conducts criminal and administrative investigations involving City of New Orleans employees, contractors, and vendors that receive City funds. Investigators also work with local, state, and federal partners to conduct joint investigations. The Investigations Division is also available to provide fraud awareness training to City employees and to engage in other outreach programs with businesses and citizens.



Venue: Matters that the OIG has the jurisdiction to investigate

Non-Venue: Matters outside of the OIG's jurisdiction

# 2022 BUDGET

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## 2022 OIG Fund Balance & Expenditures

<b>Funding:</b>	<b>\$3,581,754</b>	
Expenditures:	Encumbered Amount	Actual Amount
Personnel	\$2,774,788	\$401,072
Operating	\$277,089	\$8,794.66
Total Expenditures	\$3,051,877	\$409,866
<b>Fund Balance</b>	<b>\$529,877</b>	

As of 04/05/2022

# OIG IN THE NEWS

JEFFERSON • NEW ORLEANS • ST. TAMMANY • RIVER PARISHES  
ST. BERNARD • TANGIPAHOA • PLAQUEMINES

## METRO

NOLA.COM | THURSDAY, MARCH 10, 2022 1B

### LONG ROAD TO REPAIR



STAFF PHOTOS BY SOPHIA GERMEZ

A hole fills with water Wednesday at Joliet and Cohn streets in the Leonidas neighborhood of New Orleans. Nearty residents said the intersection has remained in disrepair for over a year.

### IN N.O., IT TAKES NEARLY 7 MONTHS ON AVERAGE TO GET POTHOLE FIXES

BY MAIT SLEDGE  
Staff writer

Filling potholes that shake, rattle and roll drivers has often been viewed as one of the most basic functions of city government.

But in New Orleans, it takes an average of 204 days before the Department of Public Works paves potholes reported through 311, according to a report released Thursday by Inspector General Ed Michel. Only a quarter of complaints are resolved within a month. Another quarter of complaints take more than a year to be dealt with.

Those findings will surprise no one who has driven the pock-marked streets of New Orleans, where one TV station once featured a "pothole of the day." But they put a hard number on the laggard's pace of short-term



A driver sizes up a pothole on Felicite Street before driving around it Wednesday.

fixes. The road troubles in the city have been compounded by delays in the city's much more am-

bitious, \$2 billion project to tear up and repave scores of streets.

► See **POTHOLE**, page 2B



# OIG IN THE NEWS

## Firefighter pension fund cleans up, report finds

A few promised reforms are still outstanding, IG says

BY MATT SLEDGE  
Staff writer

After years of losing money on risky ventures, the New Orleans firefighters pension fund is making sounder investments, according to a new report from Inspector General Ed Michel's office.

Yet while it's climbing out of its financial hole, the pension fund still hasn't met all of its promises in a 2015 legal settlement with the city over funding, such as creating an advisory board and providing semiannual reports to the City Council, the IG said.

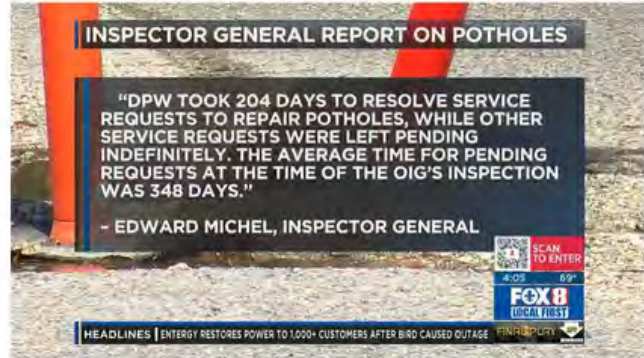
"Effective governance and well-designed and documented policies are vital in the (pension fund's) efforts to improve financial stability in the future," Michel said in a statement. "This will help to ensure the payment of benefits to retired firefighters while minimizing the financial burden on the City."

The Friday report is the latest in a series to scrutinize a historically troubled institution that has \$66 million in assets, but that had spent

➤ See **PENSION**, page 3B

News Live On-Demand Video Crime Weather Sports Investigations Español NOLA Weekend

### Pothole repairs take over 200 days to complete in New Orleans on average, officials report



By Olivia Vidal  
Published: Mar. 10, 2022 at 4:27 PM CST | Updated: 17 hours ago

NEW ORLEANS (WVUE) - The city of New Orleans took at least six months on average to resolve most pothole complaints while other service requests remained pending indefinitely, according to a new report from the Office of Inspector General.



The report: Inspection of NOLA-311 Pothole Repairs from the Inspector General's Office examined top to bottom how potholes are handled by the City from initial complaint through actual repair of the pothole and the roadway.

4WWL News Weather Near Me VERIFY Watch

RADAR GAS PRICES COVID-19 PARADE TRACKER APP MORNINGS VC

### Report: Average time to fix potholes in New Orleans is more than 200 days

On average, the Department of Public Works took 204 days to resolve service requests to repair potholes, while other service requests were left pending indefinitely.



Credit: WMC

# OIG ON SOCIAL MEDIA



New Orleans OIG @NOLAOIG · Mar 10

Great collaboration by the New Orleans OIG, Federal Bureau of Investigation, the Internal Revenue Service-Criminal Investigations and the the Louisiana State Licensing Board for Contractors.



justice.gov  
City of Kenner Former Director of Inspection and Code Enforcement

U.S. Attorneys » Eastern District of Louisiana » News

Department of Justice

U.S. Attorney's Office

Eastern District of Louisiana



FOR IMMEDIATE RELEASE

Tuesday, March 8, 2022

## City of Kenner Former Director of Inspection and Code Enforcement Pleads Guilty to Using an Interstate Facility with Intent to Carry on Unlawful Activity and Tax Fraud

**NEW ORLEANS, LA** – The U.S. Attorney's Office announced today that **JAMES MOHAMAD**, 52, of Kenner, pleaded guilty to conspiracy to use an interstate facility with intent to carry on unlawful activity (Title 18, United States Code, Sections 371 and 1952(a)(3)) and filing false tax returns (Title 26, United States Code, Section 7206(1)).



New Orleans OIG @NOLAOIG · Mar 10

The New Orleans OIG releases the Inspection Report 'NOLA-311 Potholes Repairs':



nolaoig.gov  
Inspection of NOLA-311 Pothole Repairs  
The Office of Inspector General (OIG) of the City of New Orleans (City) conducted an inspection of the...



New Orleans OIG @NOLAOIG · Mar 18

New Orleans OIG releases Firefighters' Pension Governance & Investment Policies Report:



nolaoig.gov  
Firefighters' Pension Governance & Investment Pol...  
The New Orleans Firefighters' Pension and Relief Fund (NOFFPF) provides retirement, disability, an...

# OIG ON SOCIAL MEDIA

New Orleans OIG Retweeted



MetroCrimeNOLA @MetroCrimeNOLA · Mar 18

#MCC president Rafe Goyeneche attended @GNOinc's Annual Luncheon yesterday, great to see Duane Evans from @EDLAnews and Ed Michel of @NOLA0IG!



New Orleans OIG @NOLA0IG · Mar 30

Great collaboration by the New Orleans OIG and the Jefferson Parish OIG today as we presented 'Risk Assessments' at the IIA/ACFE meeting.



# OIG ON SOCIAL MEDIA

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New Orleans OIG @NOLA\_OIG · Mar 31

The New Orleans Office of Inspector General releases the 2021 Annual Report 'A New Path Forward'.



New Orleans OIG @NOLA\_OIG · Mar 31



**Monthly Report of  
OIPM**



# THE OFFICE OF THE INDEPENDENT POLICE MONITOR

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## MONTHLY REPORT

MARCH 2022

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STELLA CZIMENT  
ACTING INDEPENDENT POLICE MONITOR

# Community Letter

Dear New Orleans Community,

March madness indeed! After a busy month here at the Office of the Independent Police Monitor and in the city of New Orleans, we are pleased to share with the public all that our office has been doing to provide oversight to the NOPD and engage in our community.

During the month of March, the OIPM expanded our community outreach. From meeting with partner organizations like Voices of the Experienced (VOTE) and the Advancement Project to discuss how to collaborate together on future projects to talking to parents at an Ubuntu Village workshop and coordinating a meeting with NOPD and local musicians and performers - the OIPM was engaging and raising awareness about our role and how it can serve the public. Additionally, the OIPM was on scene monitoring police interactions with the public and the Mardi Gras Indians at two culturally significant events this month: St. Joseph's Night and Super Sunday. At both events the OIPM talked with the public and police leadership to ensure a respectful and safe event for all.

OIPM continued to closely monitor and engage on the investigations being conducted by the NOPD regarding allegations of misconduct in secondary employment details. The Acting IPM again presented to Judge Morgan about the progress and steps being taken in the investigations and the informational campaigns on secondary employment. This month, the OIPM also facilitated meetings between the Public Integrity Bureau and the police associations in New Orleans. The OIPM used these meetings as a chance to get valuable input and buy in from these associations regarding the clarifications in policy and training.

This month, NOPD leadership held the first Supervisory Feedback Board meeting. The Supervisory Feedback Board is a new initiative designed to provide feedback to police Captains on performance and to identify opportunities for close and effective supervision. Judge Morgan attended this first meeting and the OIPM along with Judge Morgan provided feedback and recommendations regarding the operation and purpose of the Supervisory Feedback Board. The OIPM intends to further work with the NOPD to make this Board as effective and impactful as the Use of Force Review Board.

The OIPM hopes all are enjoying the short but delightful New Orleans spring and we look forward to continuing to work with you.

Thank you,



**MONTHLY REPORT**  
**MARCH 2022**



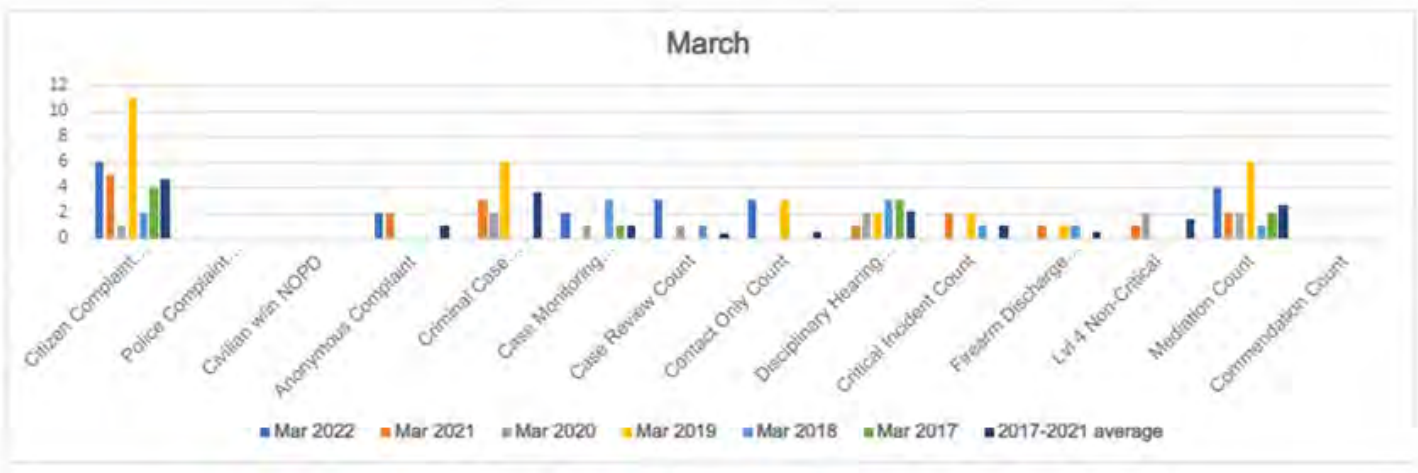
Above is a post the OIPM made highlighting the meetings the IPM facilitated between the police associations and PIB.



Above is a post about the OIPM presence at St. Joseph's Night and Super Sunday. We outlined our role at these events and what we monitored.

# Year to Date Overview

	Mar 2022	Mar 2021	Mar 2020	Mar 2019	Mar 2018	Mar 2017	2017-2021 average
Citizen Complaint Count	6	5	1	11	2	4	4.60
Police Complaint Count	0	0	0	0	0	0	0.00
Civilian w/in NOPD	0	0	0				0.00
Anonymous Complaint	2	2	0				1.00
Criminal Case Liaison Count	0	3	2	6			3.67
Case Monitoring Count	2	0	1	0	3	1	1.00
Case Review Count	3	0	1	0	1	0	0.40
Contact Only Count	3	0	0	3	0	0	0.60
Disciplinary Hearing Count	0	1	2	2	3	3	2.20
Critical Incident Count	0	2	0	2	1	0	1.00
Firearm Discharge Count	0	1	0	1	1	0	0.60
Lvl 4 Non-Critical	0	1	2				1.50
Mediation Count	4	2	2	6	1	2	2.60
Commendation Count	0	0	0	0			0.00
<b>Grand Total</b>	<b>20</b>	<b>17</b>	<b>11</b>	<b>31</b>	<b>12</b>	<b>10</b>	<b>16.20</b>
Community Outreach Events	9		1				





# March Overview

Civilian Complaints	
CC2022-0017	According to the complainant, the accused officer fails to communicate or return calls. The complainant feels unheard and disrespected.
CC2022-0018	According to the complainant, the accused officer failed to take any action after being informed of inappropriate behavior towards a minor. The OIPM highlighted that there was no Field Identification Card or Electronic Police Report regarding the incident.
CC2022-0019	According to the complainant, the police failed to arrest an individual who the complainant alleges committed battery against her but instead issued the individual a summons. The OIPM highlighted that there was no Electronic Police Report or Field Identification Card documenting the incident and police response.
CC2022-0021	According to a complainant and former NOPD employee, members of the Public Integrity Bureau failed to take necessary police action when informed of misconduct.
CC2022-0022	According to the complainant, the complainant's child was stopped at a checkpoint and the NOPD officer who checked for brake tags was unprofessional and ripped the brake tag off the vehicle.
CC2022-0025	According to the complainant, the NOPD failed to assist her with a cybercrime situation.
<b>Civilian Complaints: 6</b>	

Anonymous Complaints	
AC2022-0020	An anonymous complainant alleges that there are officers splitting shifts between NOPD shifts and secondary employment details in violation of NOPD policy.
AC2022-0024	According to a complainant and former NOPD employee, members of the Public Integrity Bureau failed to take necessary police action when informed of misconduct.
<b>Anonymous Complaints Count: 2</b>	

Mediation
Mediation cases are confidential.
<b>Mediations Held: 4</b>

# March Overview

## Case Monitoring

CM2022-0005 / PIB2022-0117-R	A Sergeant reached out to OIPM and requested that the OIPM monitor the investigation that the Sergeant initiated against their commanding officer. The OIPM provided PIB with a formal notification of monitoring and a request to counsel / warn the accused officer regarding retaliation.
CM2022-0006	A member of the public requested the OIPM monitor a court proceeding for officer misconduct and the OIPM attended court.
<b>Case Monitoring Count: 2</b>	

## Case Review

CR2022-0004	A member of the public asked the OIPM to conduct a case review of how the NOPD handled a call for service that resulted in the wrong person being charged.
CR2022-0005	The OIPM is conducting a case review of an allegation that an officer engaged in an inappropriate sexual relationship with two individuals that the officer met while assisting them with a vehicle.
CR2022-0006	A member of the public asked the OIPM to conduct a case review of how the NOPD handled a car accident that this individual believes was discriminatory.
<b>Case Review Count: 3</b>	

## Contact Only

CO2022-0005	The OIPM assisted an individual with a stolen iPhone in the French Quarter. The OIPM provided the individual with the nonemergency number and the information for the Eighth District Police Station.
CO2022-0006	The OIPM assisted another individual with a stolen iPhone in the French Quarter. The OIPM provided the individual with the nonemergency number and the information for the Eighth District Police Station.
CO2022-0007	The OIPM received information that an individual was having communication issues with the Seventh District. The OIPM is working with leadership to try to resolve the issue.
<b>Contact Only: 3</b>	

# Complaints

The OIPM serves as an alternative site for civilians and police officers alike to file complaints of misconduct against the NOPD. These complaints and allegations are compiled into referrals by the OIPM and provided to the Public Integrity Bureau (PIB) for them to investigate. The OIPM monitors and reviews the classification and investigation conducted by PIB.

Once the OIPM receives a complaint, the OIPM prepares the complainant's account into a narrative. The OIPM strives to accurately capture the words, emotions, goals and narrative shared by the complainant and selects the policy, practice, or rule that each allegation of behavior / incident could have violated if determined to be true. As part of the letter preparation process, OIPM personnel reviews information in NOPD systems regarding the interaction complained of, including body worn camera video, electronic police reports (EPR) and field interview cards (FIC). The OIPM may include information obtained from NOPD information systems in the complaint referral to PIB to ensure that PIB can fully investigate the complainant's concerns.

The OIPM provides a complaint process that is independent, impartial, transparent, fact-based, timely, and communicates in an understandable manner to all those involved. The OIPM maintains that misconduct investigation must be comprehensive, and the complaint process must be accessible, fair, thorough, and transparent.

**6** CIVILIAN COMPLAINTS  
**2** ANONYMOUS COMPLAINTS  
**0** POLICE INITIATED COMPLAINTS  
**0** CIVILIANS WITHIN NOPD INITIATED COMPLAINTS



# Community-Police Mediation

Mediation is an alternative to the traditional process of resolving complaints of police officer misconduct. Mediation is a process facilitated by two professionally-trained community mediators to create mutual understanding and allow the civilian and officer to be fully heard and understood in a non-judgmental way.

**8**

**MEDIATIONS  
REFERRED**

**4**

**MEDIATIONS  
HELD**

**4**

**MEDIATIONS  
PENDING**

**2**

**MEDIATIONS  
SCHEDULED FOR  
APRIL**



# Use of Force

The OIPM is required by City Code 2-1121 to monitor the quality and timeliness of NOPD's investigations into use of force and in-custody deaths. If a critical incident occurs, the OIPM is notified and a member of the incident and will report immediately to the scene. The OIPM will stay engaged from the occurrence of the incident, through investigation, and Use of Force Review Board (UFRB) hearings.

The UFRB serves as a quality control mechanism to ensure timely reviews of all serious use of force investigations to determine the appropriateness of the investigative findings, and to quickly appraise use of force incidents from a tactics, training, policy, and agency improvement perspective. The voting members of the UFRB are the Deputy Superintendents of Field Operations Bureau, Public Integrity Bureau, and Investigations and Support Bureau. Other NOPD deputy chiefs serve as non-voting members, and outside groups like OIPM and the Office of the Consent Decree Monitor are present to observe, listen, and participate in discussion.

0

**CRITICAL INCIDENTS**

0

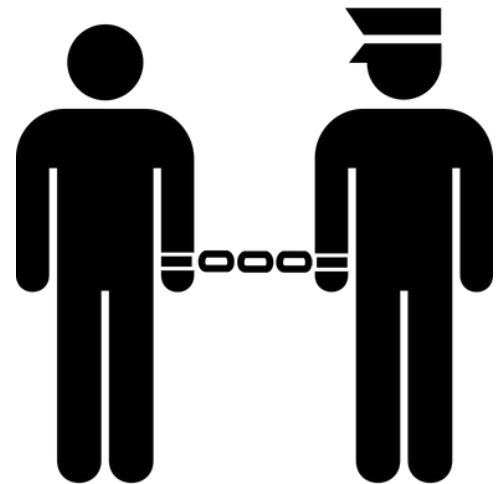
**FIREARM DISCHARGE**

0

**LEVEL 4 NON-CRITICAL INCIDENT**

3

**CASES HEARD AT USE OF FORCE REVIEW BOARD**



# Community Outreach

9

## COMMUNITY OUTREACH EVENTS

OIPM leads and participates in community outreach to inform the public of our services, to increase public engagement with policing, raise awareness of local or relevant police practice, and monitor how the NOPD interacts with our community.

**OIPM ATTENDED A PARENT LEADERSHIP MEETING NIGHT WITH UBUNTU VILLAGE**

**OIPM FACILITATED MEETINGS WITH THE PUBLIC INTEGRITY BUREAU AND THE  
THREE SEPARATE POLICE ASSOCIATIONS:  
BLACK ORGANIZATION OF POLICE (BOP)  
FRATERNAL ORDER OF POLICE (FOP)  
POLICE ASSOCIATION OF NEW ORLEANS (PANO)**

**OIPM MONITORED ST. JOSEPH'S NIGHT AND SUPER SUNDAY**

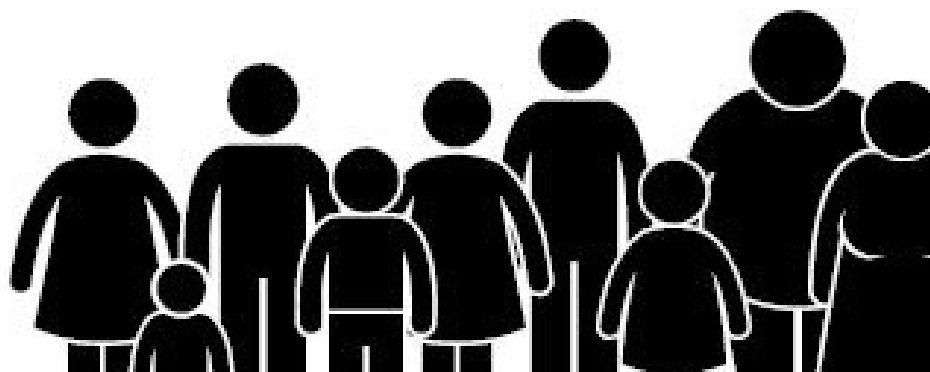
**3 HOUR ROLE-PLAY TRAINING FOR MEDIATORS**

**OIPM MET WITH THE ADVANCEMENT PROJECT REGARDING ALLEGATIONS OF  
SEXUAL ASSAULT IN THE POLICE DEPARTMENT**

**OIPM MET WITH VOICES OF THE EXPERIENCED (VOTE) REGARDING COMMUNITY  
PARTNERSHIPS AND INPUT**

**2 HOUR SKILLS WORKSHOP FOR  
MEDIATORS ON HOW TO  
CONDUCT ONLINE MEDIATIONS**

**MEDIATOR MEET AND  
GREET/COMMUNITY BUILDING  
EVENT**



# Budget

OIPM Budget Description	Amount
Personnel	\$732,488.00
Operating	\$308,926.00
<b>2022 Total OIPM Budget</b>	<b>\$1,041,414.00</b>

<b>2022 Total OIPM Budget</b>	<b>\$1,041,414.00</b>
Amounts Spent to Date:	<b>(\$177,320.00)</b>
<b>Unexpended funds</b>	<b>\$864,094.00</b>

# 2022 Goal Progress

To ensure accountability and transparency with the ERB and the community, the OIPM is reporting out progress on the 2022 OIPM Work Plan. These benchmarks and goals were achieved in March 2022:

Conducted community outreach, engagement, and monitoring to receive public input on the operations and impact of the OIPM:

- Met with the **leadership of Voices Of The Experienced (VOTE)**
- **Monitored St. Joseph's Night and Super Sunday** to observe NOPD interactions with the public and the Mardi Gras Indians during these culturally significant events.
- Coordinated a **meeting between the musician community and leadership of the NOPD.**
- Attended the Parent Workshop conducted by the **Ubuntu Village to discuss OIPM services.**

**Monitored and participated in the first Supervisory Review Board** conducted by NOPD leadership. Provided recommendations regarding the operation and purpose of the Board.

Met with OIG, Ed Michel, to continue to collaborate between the two offices and share relevant information.

## **Continued work on the 2021 OIPM Annual Report.**

Met with NavEx representative to further our **efforts to retain their services to launch a 24 hour complaint hotline and new web submission function.** This service would be offered in English, Spanish, and Vietnamese.

Continued to post the **Data Coordinator Position** to the public. Posted the position on Indeed to receive additional candidates. Currently accepting applications.

## **In-depth Monitoring and Review of the Audits, Investigations, and Policy regarding Police Secondary Employment**

- **Facilitated meetings with representatives and leadership from the three police associations in New Orleans:** the Black Organization of Police (BOP), the Police Association of New Orleans (PANO), and the Fraternal Order of Police (FOP) and the sergeant conducting the misconduct investigation for the Public Integrity Bureau.
- **Presented to Judge Morgan** regarding the progress made on the misconduct investigations and public information engagement being conducted regarding secondary employment.
- Monitored the statements made an accused Captain
- Started to **review the drafts of the administrative investigations** conducted by the PIB and the ISB.

Mediation

- Conducted **in-services and outreach** to raise awareness of the mediation program.

Additional Benchmarks:

- **Met with a researcher from the Advancement Project** regarding sexual assault allegations and the NOPD. **Started a case review** of one such allegation involving a lieutenant.
- Conducted staff evaluations



# Social Media Highlights

Below are some of the social media posts produced by OIPM over the last month. Some of these posts were re-shared by partners.

**OIPM** Office of the Independent Police Monitor  
www.nolaipm.gov | 504.309.9799

Both agencies received feedback from the representative from the Police Association of New Orleans (PANO).

We discussed policy implementation with the representative for the Fraternal Order of Police (FOP).

This graphic features a red background with two film strip frames showing meeting scenes. The text is overlaid on the frames.

**OIPM** Office of the Independent Police Monitor  
www.nolaipm.gov | 504.309.9799

**Accountability. Oversight. Recommendations.**

Today, the OIPM met with a Captain of the Public Integrity Bureau to discuss upcoming investigations

This graphic has a green background with a white photo of a meeting. The text is in white and yellow.

**OIPM** Office of the Independent Police Monitor  
www.nolaipm.gov | 504.309.9799

The OIPM monitored where the police stood, what streets were blocked, and how the police interacted with the Mardi Gras Indians and community

Lt. Contreras on St. Joseph's Night  
Mardi Gras Indians  
Mounted Officers

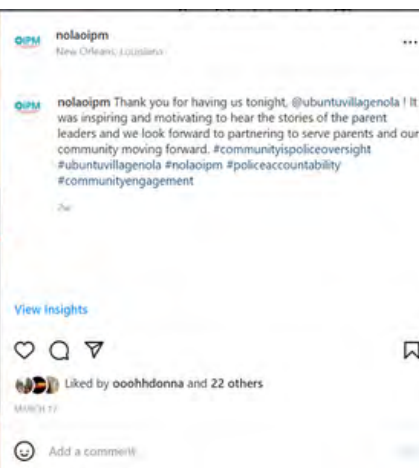
This graphic has a light blue background with three polaroid photos of Mardi Gras scenes. The text is in black and white.

**OIPM** Office of the Independent Police Monitor  
www.nolaipm.gov | 504.309.9799

Today is the International Day Against Police Brutality.

It is a day of action and solidarity against police brutality.

This graphic has a dark blue background with white silhouettes of a police officer and a person. The text is in white.



**Monthly Report of  
Ethics Trainer**



**ERB**  
ETHICS REVIEW BOARD



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# MARCH 2022

# MONTHLY REPORT

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TRAINING DIVISION  
NEW ORLEANS ETHICS REVIEW BOARD



# REMEMBER YOUR 2021 FINANCIAL DISCLOSURES!

All elected officials, as well as certain members of boards and commissions, are required to file a personal financial disclosure statement with the Louisiana Board of Ethics by **May 15th** of each year.

Please ensure that disclosure form '**Tier 2.1**' is completed and submitted. The form is located on the Ethics Review Board website (Fig. 1) or may be obtained directly from the state ethics website, [www.ethics.la.gov](http://www.ethics.la.gov) (Fig. 2).

## Submission options:

- **Fax:** 225-381-7271
- **Mail:** Board of Ethics, P.O. Box 4368, Baton Rouge, Louisiana 70821
- **Upload:** [www.ethics.la.gov](http://www.ethics.la.gov)

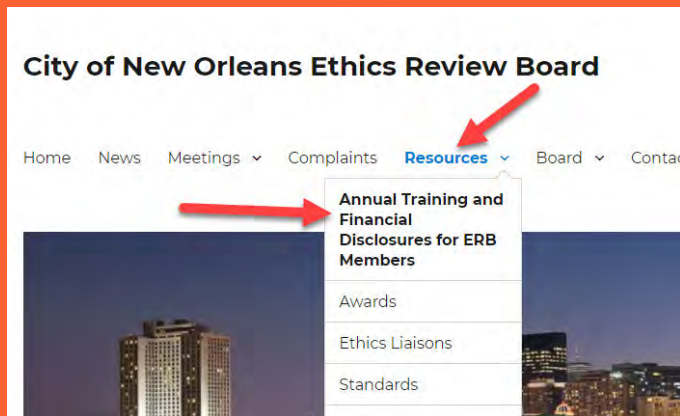


Fig. 1



Fig. 2

## TRAINING ACTIVITES

### March 2022

- Reach: 73 individuals
  - New Orleans Public Library - 5 of 14 total library branches.
  - New Orleans RTA (Contracted for Mar - Sept)

### Upcoming -

- April/May 2022
  - New Orleans Public Library (cont.)
  - New Orleans Recreation Development Commission
  - New Orleans Regional Transit Authority (cont.)

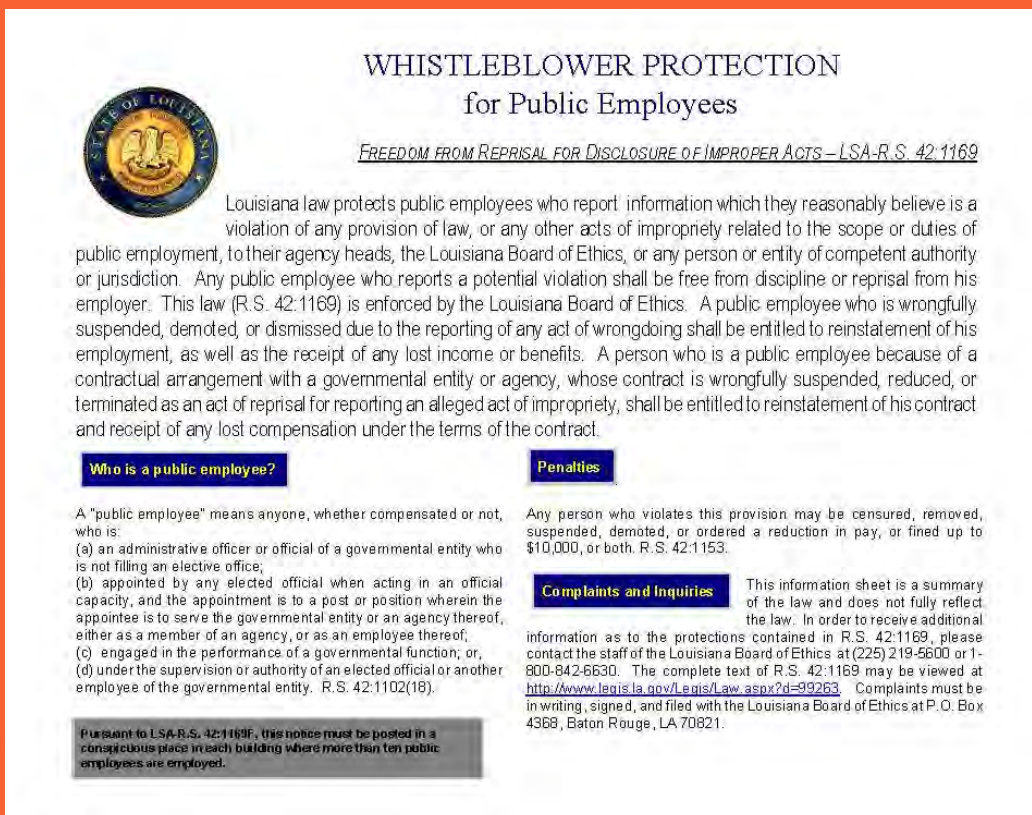
# WHISTLEBLOWER EDUCATION

In accordance with Louisiana Law (LAS-R.S. 42:1169), public employees are protected from discipline or reprisal from their employer upon reporting violations of law and improprieties.

This component of ethics education is a critical one that should become second nature to the public employees within the City of New Orleans, with particular attention being paid to helping public servants:

- Understand how and where to submit reporting information.
- Understand how to receive guidance on whether a particular issue should be reported if there are questions regarding validity.

The state code of ethics dictates that a poster with detailed information outlining whistleblower protection be displayed in a place of high visibility in buildings where 10 or more public servants are housed while performing their normal work duties.



The poster features the Louisiana State Seal on the left. The title is "WHISTLEBLOWER PROTECTION for Public Employees". Below the title is the subtitle "FREEDOM FROM REPRISAL FOR DISCLOSURE OF IMPROPER ACTS—LSA-R.S. 42:1169". The main text explains that Louisiana law protects public employees who report information they reasonably believe is a violation of any provision of law, or any other acts of impropriety related to the scope or duties of public employment, to their agency heads, the Louisiana Board of Ethics, or any person or entity of competent authority or jurisdiction. It states that any public employee who reports a potential violation shall be free from discipline or reprisal from his employer. This law (R.S. 42:1169) is enforced by the Louisiana Board of Ethics. A public employee who is wrongfully suspended, demoted, or dismissed due to the reporting of any act of wrongdoing shall be entitled to reinstatement of his employment, as well as the receipt of any lost income or benefits. A person who is a public employee because of a contractual arrangement with a governmental entity or agency, whose contract is wrongfully suspended, reduced, or terminated as an act of reprisal for reporting an alleged act of impropriety, shall be entitled to reinstatement of his contract and receipt of any lost compensation under the terms of the contract.

**Who is a public employee?**

A "public employee" means anyone, whether compensated or not, who is:

- (a) an administrative officer or official of a governmental entity who is not filling an elective office;
- (b) appointed by any elected official when acting in an official capacity, and the appointment is to a post or position wherein the appointee is to serve the governmental entity or an agency thereof, either as a member of an agency, or as an employee thereof;
- (c) engaged in the performance of a governmental function; or
- (d) under the supervision or authority of an elected official or another employee of the governmental entity. R.S. 42:1102(18).

**Penalties**

Any person who violates this provision may be censured, removed, suspended, demoted, or ordered a reduction in pay, or fined up to \$10,000, or both. R.S. 42:1153.

**Complaints and Inquiries**

This information sheet is a summary of the law and does not fully reflect the law. In order to receive additional information as to the protections contained in R.S. 42:1169, please contact the staff of the Louisiana Board of Ethics at (225) 219-5600 or 1-800-842-6630. The complete text of R.S. 42:1169 may be viewed at <http://www.legis.la.gov/Legis/Law.aspx?d=99263>. Complaints must be in writing, signed, and filed with the Louisiana Board of Ethics at P.O. Box 4368, Baton Rouge, LA 70821.

**Pursuant to LSA-R.S. 42:1169F, this notice must be posted in a conspicuous place in each building where more than ten public employees are employed.**

Upon completion of a needs analysis conducted to examine compliance, it was discovered that several divisions of the City of New Orleans are in need of this information for display. Areas that are due to receive whistleblower display posters from the ERB include the Sanitation Division, New Orleans EMS, Public Works, New Orleans Public Library, and the New Orleans Aviation Board.

# ETHICS LUNCH 'N LEARN

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In keeping with the strategic plan of the Training Division, collaboration with the city's ethics liaisons resulted in a new program in support of Objective 3 of the plan [expanding available ethics education opportunities throughout the calendar year].

These 'Lunch 'n Learn' sessions will be conducted midday/early afternoon at City Hall, beginning with a frequency of 1x monthly with the expectation to expand availability in response to interest and attendance. The 1-hour sessions will offer activities to attendees that include, but are not limited to -

- Ethics presentations that may be used to fulfill annual training requirements for public employees.
- Opportunities to fulfill CLE (Continuing Legal Education) requirements.
- Guest speakers to conduct talks surrounding contemporary governmental, professional, and leadership-specific ethics topics.

- A standing room reservation at City Hall will be acquired. Collaboration is needed between ERB Training and Civil Service, as that agency has been utilizing available rooms for Civil Service training classes.
- ERB Training will seek to have this recurring activity advertised on the 'Neutral Ground' employee portal for City of New Orleans public employees.



**Item 1**

## MEMORANDUM

TO: Ethics Review Board

FROM: Dane S. Ciolino, GC and Executive Administrator

DATE: April 15, 2022

RE: *Proposed Standards for Process to Appoint Future IGs and IPMs*

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In appointing the IG and IPM, the ERB will strive to employ a process that maximizes opportunities for public participation, that reaches out to a diverse body of applicants, and that efficiently uses public resources. With those goals in mind, the board will take the following steps:

- The board will form a committee to spearhead the appointment process. The committee will give the board periodic reports on its progress.
- The board and the committee will consider contracting with a search firm to assist with the search. If the board decides to engage a search firm, then the firm will agree to appear at public meetings, assist with the interviewing process, and otherwise perform consistently with these guidelines.
- The board will announce the commencement of the search process on its website. This detailed announcement will include the requirements for the position set forth in the City Charter and Code of Ordinances. In addition, the board will advertise the search on the City's website, and on all pertinent industry websites and publications.
- The board will ask each applicant to provide (1) a cover letter discussing the applicant's qualifications and interest in the position, (2) a professional curriculum vitae, and (3) at least three professional references. The board will request applications within 60 days but will keep the advertisements live until the position is filled.
- The committee will review the applications received. The committee will recommend candidates to be interviewed by the board. The committee should recommend between 3-10 candidates for interviews. There is no limitation on the number of interviews to be conducted by the board.
- The board will conduct no fewer than two rounds of interviews at public meetings.



## MEMORANDUM

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- The board will first conduct 20-30 minute public interviews of the candidates recommended by the committee. After interviewing these candidates, the board will select 2-3 finalists to advance.
- The board will then conduct a public forum with the finalists. The finalists will give presentations, respond to questions from the board, and respond to questions from the public.
- Either the executive administrator or the search firm will conduct background and reference checks on the finalists.
- The board will conduct a meeting to vote to appoint from among the finalists. The executive administrator or search firm will report on background and reference checks. The board will accept comments from the public. The board will discuss the finalists. The chair will then entertain nominations for appointment. If any nomination is made and seconded, the board will conduct further discussions on each nominated candidate and then vote on each nominated candidate.
- The executive administrator will work with the CAO's office and the candidate selected by the board to formalize the appointment.

**Item 2**

## ERB Training Strategic Plan 2022-2023

Strategic Objective	KPI - Performance Indicators	Activities
<b>Strategic Objective 1: <i>Increase ERB website interactivity and provision of information for city employees and public users.</i></b>		
1.1 To improve structure and organization of ERB website to support a more user-friendly experience and provide educational materials related to governmental ethics for public servants.	<ul style="list-style-type: none"> <li>· Website contains training documents and presentation templates that may be used for non-credit sessions.</li> <li>· Website provides printable education documents and handouts.</li> <li>· Website provides timely information regarding ERB activities and recognition.</li> </ul>	1.1.1 <b><i>Compose high-level overview presentation of governmental ethics code.</i></b>  1.1.2 <b><i>Create and upload quick-reference handouts and infographics for user download.</i></b>  1.1.3 <b><i>Utilize 'Awards' section to highlight past and current winners of Torch and Liaison awards and provide bios.</i></b>
Strategic Objective	KPI - Performance Indicators	Activities
<b>Strategic Objective 2: <i>Provide enhanced support for city department Ethics Liaisons .</i></b>		
2.1 To improve communication and collaboration between ERB Training and Ethics Liaisons within City of New Orleans departments/agencies.	<ul style="list-style-type: none"> <li>· Ethics liaisons are fully informed of current state ethics updates.</li> <li>· Ethics liaisons are educated in training best practices and 'hot button' current issues.</li> </ul>	2.1.1 <b><i>Biannual workshops with liaisons to discuss challenges and assess needs.</i></b>
2.2 To improve access to readily available reference materials, digital media, and hard copy deliverables to be utilized during training sessions.	<ul style="list-style-type: none"> <li>· Liaisons are familiar with location of documents on ERB website.</li> </ul>	2.2.1 <b><i>Collaboration on design and draft for universal use learning aids at liaison workshops.</i></b>

Strategic Objective	KPI - Performance Indicators	Activities
Strategic Objective 2: <b><i>Provide enhanced support for city department Ethics Liaisons .</i></b>		
	<ul style="list-style-type: none"> <li>· Liaisons are knowledgeable of how to access Louisiana Ethics Administration approved training material through the Trainer/Liaison portal.</li> </ul>	<p>2.2.2 <b><i>Train the Trainer sessions to ensure digital competency and adherence to Ethics Administration guidelines when scheduling training sessions and submitting records.</i></b></p>
Strategic Objective	KPI - Performance Indicators	Activities
Strategic Objective 3: <b><i>Strengthen the efficacy of synchronous and asynchronous training and increase the overall availability of educational opportunities.</i></b>		
<p>3.1. To continue recordkeeping coordination with City of New Orleans CAO Employee Relations with annual virtual training completion data and live training attendance.</p>	<ul style="list-style-type: none"> <li>· Training records are completed and submitted in advance of annual December 31 deadline.</li> </ul>	<p>3.1.1 <b><i>Maintain active communication with CAO Employee Relations division throughout year to ensure timely collection of all necessary data.</i></b></p>
<p>3.2 To increase available opportunities for necessary individuals and departments.</p>	<ul style="list-style-type: none"> <li>· Divisions who have staff/segments of staff who require/desire in-person training and individuals who prefer on-demand training have several opportunities throughout the year to attend available open sessions.</li> </ul>	<p>3.2.1 <b><i>Build a standing schedule of live, monthly online training offerings for the year.</i></b></p> <p>3.2.2 <b><i>Establish active communication with known departments and organizations who depend on live training to fulfill their annual education requirements and effectively advertise to staff to ensure that they are aware of the availability of training sessions.</i></b>  <b><i>* Seek approval to have ERB training announcements displayed on the 'Neutral Ground' employee resource portal.</i></b></p>

Strategic Objective	KPI - Performance Indicators	Activities
<b>Strategic Objective 3: <i>Strengthen the efficacy of synchronous and asynchronous training and increase the overall availability of educational opportunities.</i></b>		
		3.2.3 <i>Develop online training programs and materials, including synchronous and asynchronous training sessions.</i>
		3.2.4 <i>Expand availability to provide local boards and commission members with weekly training sessions.</i>
3.3 To increase engagement during live training sessions and offer post-training materials/learning aides.	· Live training sessions have opportunities to support active learning by participants.	3.3.1 <i>Develop role-playing and case study activities that may be utilized to facilitate active learning.</i>
		3.3.2 <i>Encourage audience participation through use of technology, such as real time, in-session survey apps.</i>
3.4 To introduce ethics education to newly hired personnel during orientation activities.		3.4.1 <i>Seek approval to be added to new hire orientation itinerary.</i>
Strategic Objective	KPI - Performance Indicators	Activities
<b>Strategic Objective 4: <i>Resume ERB recognition efforts and distribution of Liaison Awards and Torch Awards.</i></b>		
4.1 To ensure knowledge of program's existence, nomination criteria, and applicable submission deadlines.	· Departments, boards, and commissions are knowledgeable of annual submission deadline and familiar with how to access information outlining the requirements for nomination.	4.1.1 <i>Widespread dissemination of applicable material through appropriate means.</i>

Strategic Objective	KPI - Performance Indicators	Activities
Strategic Objective 4: <i>Resume ERB recognition efforts and distribution of Liaison Awards and Torch Awards.</i>		
4.2 To ensure timely planning and execution of awards event.	<ul style="list-style-type: none"> <li>· Nominees and participants are made aware of program date with ample advance notice.</li> <li>· Preparation procedures are completed within 4 weeks of event.</li> </ul>	4.2.1 <i>Assemble subcommittee to assist with obtaining venue, securing catering, etc.</i>
		4.2.2 <i>Solidify date and venue as soon as reasonably possible during the year.</i>