



CITY OF NEW ORLEANS ETHICS REVIEW BOARD

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

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

BOARD MEETING

The City of New Orleans Ethics Review Board will meet Loyola University New Orleans College of Law, 526 Pine St., Room 405 on Monday, November 3, 2025, at 3:30 p.m.

AGENDA

1. Call to order.
2. Approval of the minutes of September 15, 2025, board meeting.
3. Monthly report of the Office of Inspector General.
4. Monthly report of the Office of the Independent Police Monitor.
5. Monthly report of the Ethics Trainer.
6. Monthly report of the General Counsel and Executive Administrator.
7. Discussion and vote to approve periodic salary adjustments for OIG and OIPM.
8. Discussion and vote to approve or to amend payroll/administrative procedures for processing ADP payroll for the following: Executive Administrator, Inspector General, Independent Police Monitor, and Ethics Trainer.
9. Discussion and vote to recommend that the City Council amend the Code of Ordinances to impose “restrictions on appointment” for the Independent Police Monitor similar to those imposed on the appointment of the Inspector General.
 - a. The current IG Ordinance provides for the following restrictions on appointment. *See* City of New Orleans Code of Ordinances, art. XIII § 2-1120(3)(d) ([ARTICLE XIII. - OFFICE OF INSPECTOR GENERAL \(OIG\) | Code of Ordinances | New Orleans, LA | Municode Library](#)).
 - i. A former or current elected official or employee of New Orleans city government, including a former or current elected official or employee of governmental entities that receive funds directly or indirectly from the city or its citizens, may not be appointed inspector general within four years following the end of such individual's period of service. This restriction shall not prohibit the reappointment of an inspector general currently holding the position of New Orleans Inspector General.
 1. Notwithstanding the foregoing restriction, employees of the office

of inspector general who have served in the office for two or more years may be immediately eligible for appointment to the position of inspector general.

ii. A former or current elected official or employee of the state or its political subdivisions may not be appointed inspector general within two years following that individual's period of service.

1. Notwithstanding the foregoing restriction, employees of the office of inspector general of the state or its political subdivisions who have served in any such office for two or more years may be immediately eligible for appointment to the position of inspector general.

iii. The inspector general shall not hold, nor be a candidate for, any elective office while inspector general, or for four years thereafter. The inspector general shall not hold office in any political party or political committee, nor shall he/she participate in any political campaign of any candidate for public office, nor make any campaign contribution or campaign endorsement, while inspector general.

1. An officer or employee of the office of the inspector general shall not hold, or be a candidate for, any elective office while an officer or employee, or for four years thereafter. An officer or employee of the office of the inspector general shall not hold office in any political party or political committee, or participate in any political campaign of any candidate for public office, or make any campaign contribution or campaign endorsement, while an officer or employee of the office of inspector general.

b. The current IPM ordinance contains no similar restrictions. *See* City of New Orleans Code of Ordinances, art. XIII § 2-1121(1-24)
(https://library.municode.com/la/new_orleans/codes/code_of_ordinances?nodeId=PTIICO_CH2AD_ARTXIVOFINPOMO_S2-1121OFINPOMO)

10. Executive session pursuant to Louisiana Revised Statutes section 42:17(A)(4) to discuss investigative proceedings regarding allegations of misconduct, namely, ERB Complaints No. 2025-06 and 2025-07.

11. Adjournment.

**Draft Minutes of
Previous Board
Meeting**



Ethics Review Board for the City of New Orleans

**Board Meeting at New Orleans City Hall, Council Chamber, New Orleans, Louisiana, on
Monday, September 15, 2025, at 3:30 P.M.**

Minutes

1. *Call to Order.*
 - 1.1. The chair called the meeting to order at 3:35 p.m.
 - 1.2. Attendance
 - 1.2.1. ERB members present:
 - 1.2.1.1. Dawn Broussard, Chair
 - 1.2.1.2. Holly Callia
 - 1.2.1.3. Monique G. Doucette
 - 1.2.1.4. Sally Richardson
 - 1.2.1.5. Patrice Sentino
 - 1.2.2. ERB members absent:
 - 1.2.2.1. Michael Bagneris
 - 1.2.3. Staff member present: Dane S. Ciolino, Executive Administrator & General Counsel
 - 1.2.4. Staff member absent: Jordy Stiggs, Ethics Trainer.
 - 1.3. The agenda for the meeting is attached.
2. *Approval of Minutes.* Upon a duly made and seconded motion, the ERB unanimously approved the minutes of the regular ERB meeting held on August 11, 2025.

3. *Monthly Report of the Office of the Inspector General.*
 - 3.1. The board accepted Mr. Michel's monthly report (attached).
 - 3.2. The OIG was represented by Ed Michel and general counsel Michael Laughlin
 - 3.3. Mr. Michel reported several years ago that OPSO should be using BRASS for purchasing and warned of cyberattack risks. Now, the OPSO must use BRASS as per city council ordinance (pending AG review). Also, the OPSO recently was the victim of a cyberattack.
 - 3.4. Mr. Michel reported that his office is investigating a city tow truck driver for personally collecting cash to release immobilized vehicles. The employee was later arrested. The matter is now in the judicial system.
 - 3.5. Mr. Michel reported that his office continues to investigate contractors and other operations at the Safety and Permits Department. Misconduct in this regard can put citizens at risk. His office has worked with the state board for contractors to assure that only licensed contractors are obtaining permits. In the next few weeks, the OIG will release a new report on Safety and Permits.
 - 3.6. The OIG continues to work on public corruption matters in conjunction with the federal government, including on the Cantrell and Vappie investigations.
 - 3.7. The OIG peer review has been completed by the Association of Inspectors General. His office received a favorable review from the AIG, being declared "Highly Functional" across the entire spectrum of office responsibilities.
 - 3.8. Mr. Michel reported that his office has engaged in training of ethics officials from foreign countries.
 - 3.9. Ms. Doucette asked whether the OIG shared its peer review report with the board. Mr. Michel responded that he had done so via email.
4. *Monthly Report of the Office of Independent Police Monitor.*
 - 4.1. The board accepted Ms. Cziment's monthly report (attached).
 - 4.2. The OIPM was represented by Ms. Cziment. Ms. Cziment was accompanied by Sharonda Williams, counsel for the office.
 - 4.3. Ms. Cziment reported the numbers of complaints and responses her office considered (as set forth in her monthly written report). She also reported on the number of mediations this year.
 - 4.4. Ms. Cziment noted that her office recently began its Community District Mediation Program. Every patrol officer in two districts (First and Second) has

been given information about the program. She noted that the program is a true collaboration with NOPD.

- 4.5. The OIPM has been consulting with city council and NOPD members about facial recognition technology deployment in the city.
- 4.6. Ms. Cziment reported on a new employee of the OIPM from the ODP. She is going to serve on projects and to work with the community. She will plan public fora.
- 4.7. Ms. Cziment reported that in October 2025 the OIPM will give an award for excellence in constitutional policing to the NOPD Police Academy recruit scoring the highest scores on testing related to constitutional limitations on police practices.
- 4.8. Ms. Sentino queried whether the OIPM tracks the success of mediations. Ms. Cziment responded that her office surveys participants after conclusion of mediations. The office tracks several metrics and reports on them in its OIPM annual report each year. She committed to see if she could share data more often than annually.
- 4.9. Ms. Richardson asked whether other mayoral candidates attended the recent forum hosted by her office. Ms. Richardson noted that one candidate appeared in the OIPM report and that Ms. Cziment should be aware that this may cause some to raise concerns about independence. Ms. Cziment noted that Councilman Oliver Thomas was at the forum because he sponsored related ordinances; he appeared at the forum as the sponsor of those ordinances rather than as a candidate.

5. *Monthly Report of the Ethics Trainer*

- 5.1. The board accepted Mr. Stiggs's monthly report (attached).
- 5.2. Mr. Stiggs did not attend the meeting.

6. *Report of the Executive Administrator and General Counsel.*

- 6.1. The board accepted Mr. Ciolino's monthly report (attached).
- 6.2. Mr. Ciolino reported that one board position (Dillard) still needs to be filled by the mayor's office. Valerie Bouldin of the mayor's office reported that she is waiting on Dillard to forward three nominees to the mayor.
- 6.3. Mr. Ciolino reported that the City Council and mayor still need to appoint members to the QARAC for the OIPM. The ERB made its appointments many months ago.
- 6.4. The QARAC for the OIG is finishing up its work and will soon hold a public hearing.

7. *Discussion and Vote to Approve or to Amend Payroll/Administrative Procedures for Processing ADP Payroll for the Following: Executive Administrator, Inspector General, Independent Police Monitor, and Ethics Trainer.*
 - 7.1. The board discussed the problem discussed in the memorandum with Mr. Ciolino, Mr. Michel, and Mr. Laughlin.
 - 7.2. Mr. Michel noted that his office has made recommendations for the improvement of the ADP system.
 - 7.3. Ms. Richardson noted that this process does not have good optics, even though no one is accusing anyone of fraud.
 - 7.4. The board voted to defer the issue to the next meeting, but voted unanimously to continue processing payroll as it is currently done until then.
8. *Periodic Salary Adjustments for OIG And OIPM Discussion.*
 - 8.1. Mr. Ciolino will get salary histories to the board before the next board meeting.
 - 8.2. The board did not vote.
9. *Discussion and Vote on Request for Advisory Opinion 2025-01 From Employee of the City of New Orleans Department of Health Regarding Political Activities*
 - 9.1. The board suggested that the board clarify that the ERB is giving no opinion on “federal, state, or city laws.”
 - 9.2. With that amendment, the board voted unanimously to approve the opinion and to distribute it to the Health Department.
10. *Executive Session Pursuant to Louisiana Revised Statutes Section 42:17(A)(4) to Discuss Investigative Proceedings Regarding Allegations of Misconduct, Namely, ERB Complaint No. 2025-02 Through 2025-05 and Pursuant to Louisiana Revised Statutes Section 42:17(A)(1) to Discuss the Character, Professional Competence, or Physical or Mental Health of a Person.*
 - 10.1. The board went into executive session at 5:01 p.m.
 - 10.2. The board went into general session at 5:43 p.m.
11. *Disposition of Complaints*
 - 11.1. 2025-02. The board voted unanimously to dismiss this complaint for failure to allege a violation of the City of New Orleans. The board considered the matter in its supervisory capacity as a personnel matter during executive session.
 - 11.2. 2025-03. The board voted unanimously to refer the matter to the OIG for investigation as to whether possible nepotism exists at a NORD facility.

- 11.3. 2025-04. The board voted unanimously to dismiss the complaint for failure to allege a violation of the Code of Ethics of the City of New Orleans.
- 11.4. 2025-05. The board voted unanimously to dismiss the complaint for failure to allege a violation of the Code of Ethics of the City of New Orleans.
- 12. *Adjournment.*
 - 12.1. A motion was made to adjourn the ERB meeting.
 - 12.2. The motion was seconded.
 - 12.3. The ERB unanimously voted to adjourn. The meeting was adjourned at 5:46 p.m.

* END *

Monthly Report of OIG

MONTHLY REPORT

OCTOBER 2025



OIG

**NEW ORLEANS
OFFICE OF INSPECTOR GENERAL**

**EDWARD MICHEL, CIG
INSPECTOR GENERAL**

ADMINISTRATION DIVISION



2,087

Number of registered X followers

ADMINISTRATION

The Office Manager is responsible for the following:

- Human Resources
- Finance
- Procurement Process
- Operations

INFORMATION SECURITY

The OIG Information Security Specialist is responsible for maintaining the OIG's information technology (IT) integrity through:

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

COMMUNICATIONS

The Public Information Officer is responsible for the following:

- Public and Media Relations
- Social Media
- Monthly and Annual Reports to the ERB
- Editing | Writing | Reviewing

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:

- NOAB Contract Audit
- EMS Response Time
- New Orleans Recreation Department Maintenance Audit
- Non-profit Property Tax Exemptions

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 ¹ | Anticipated ² Completion Date |
|--|----------------------------|---|
| NOAB Contract Audit | Draft Report | Ongoing |
| Summary of Objectives: The purpose of the audit is to verify NOAB management compliance with relevant policies and procedures while procuring professional services contracts and assess the effectiveness of NOAB management controls in ensuring vendor compliance with contract terms. | | |
| EMS Response Time | Draft Report | Ongoing |
| Summary of Objectives: The purpose of the audit is to determine whether the City is responding to medical emergencies timely and in accordance with their policies and national standards. | | |
| New Orleans Recreation Department Maintenance Audit | Fieldwork | Ongoing |
| Summary of Objectives: The objective of the audit is to determine whether NORD maintained their facilities in accordance with policy and best practices. | | |
| Non-profit Property Tax Exemptions | Fieldwork | Ongoing |
| Summary of Objectives: The objective of the audit is to determine if the City is adequately verifying the eligibility of non-profits exempt from paying property taxes, as well as to determine if organizations are improperly included as exempt. | | |

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.



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

- NORD Booster Clubs and Athletic Teams Resources
- Traffic Camera Safety Program Follow-Up
- Equipment Maintenance Division Fleet Management
- NOPD Overtime

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

INSPECTIONS AND EVALUATIONS DIVISION

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

| Project Name | Project Phase ¹ | Anticipated ² Completion Date |
|--|----------------------------|---|
| NORD Booster Clubs and Athletic Teams Resources | Fieldwork | Ongoing |
| Summary of Objectives: To determine whether NORD has sufficient controls in place to ensure that teams comply with NORD policies and with the law as well as to assess whether NORD's youth athletics registration fee policies and procedures result in equitable and consistent opportunities for the City's youth. | | |
| Traffic Camera Safety Program Follow-Up | Draft Report | Ongoing |
| Summary of Objectives: To determine whether the City adopted the changes recommended in the OIG's 2020 report Management and Operations of the Traffic Camera Safety Program. | | |
| Equipment Maintenance Division Fleet Management | Fieldwork | Ongoing |
| Summary of Objectives: To determine if the EMD has policies and procedures to adequately maintain, inventory, and surplus City equipment in an efficient and effective manner. | | |
| NOPD Overtime | Fieldwork | Ongoing |
| Summary of Objectives: To determine whether NOPD policies and procedures for overtime are consistent with best practices and effective in preventing payroll fraud. | | |

Footnotes:

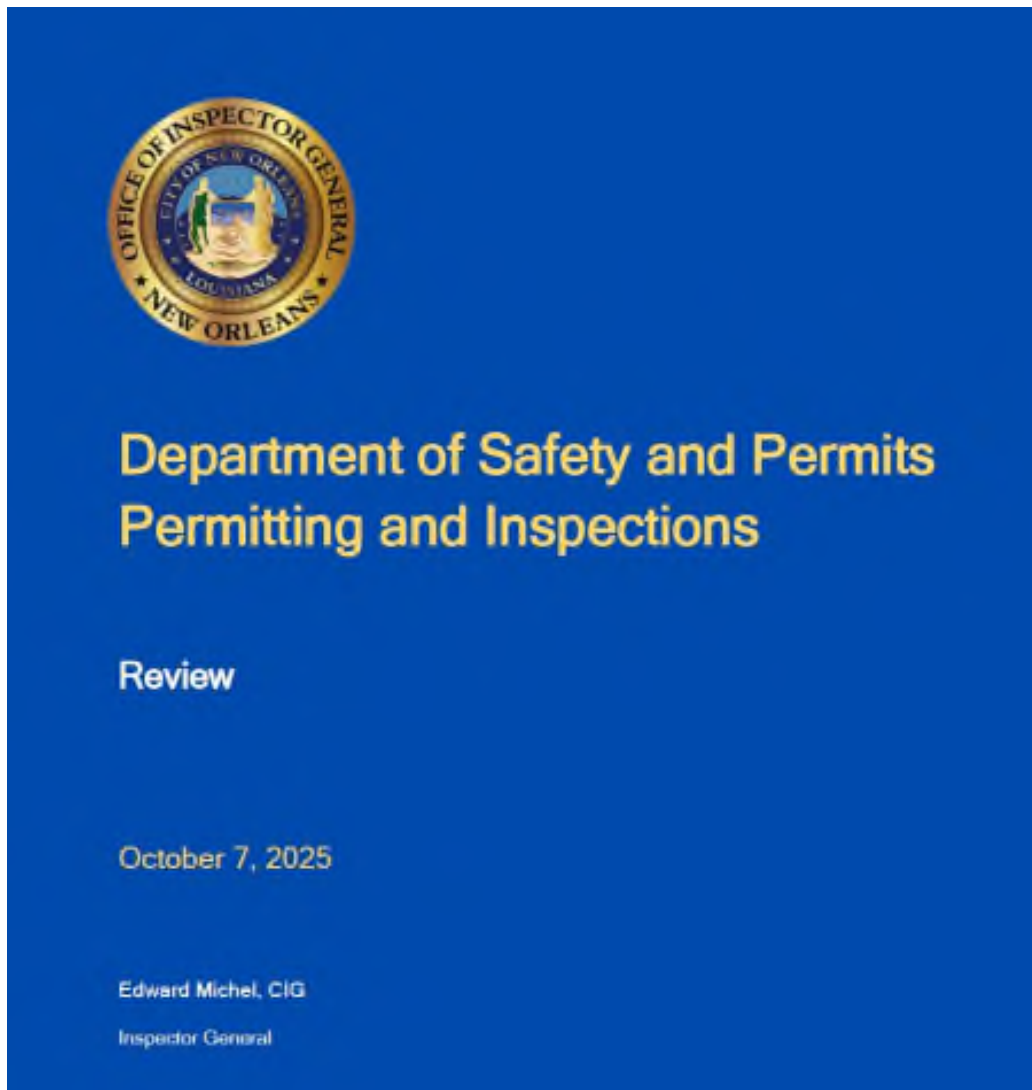
1 - Project phase determination is based on the objective(s), scope, and methodology for each project. It is not determined by a standard set of hours and/or phase deadline.

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

INSPECTIONS & EVALUATIONS DIVISION

Department of Safety & Permits report released

The OIG's Department of Safety & Permits (S&P) Review was released Oct. 7, 2025. The report, intended to provide a road map for reform of S&P, includes 12 recommendations resulting from an extensive review of the agency's policies, procedures, and internal controls over a months-long period in late 2024.



INVESTIGATION DIVISION

ONGOING PROSECUTIONS:

The Investigation Division continues to assist in the criminal prosecutions of Mayor LaToya Cantrell and Jeffrey Vappie, Tyrell Morris, Leessa Augustine, Gabriel Thomas, and Michael Willis Jr.

Updates include the following:

Morris, former Executive Director of the Orleans Parish Communication District (OPCD), was sentenced Oct. 1, 2025, to 10 years in prison, with nine suspended, following his Sept. 26 convictions of insurance fraud, malfeasance in office, impersonation of a police officer, and second-degree injuring of public records.

Augustine, a former New Orleans SWBNO Senior Special Agent and reserve NOPD officer, is scheduled for sentencing Nov. 4, 2025. She pled guilty in June 2025 to two counts of wire fraud relating to an emergency benefit, one count of wire fraud affecting a financial institution, and one count of making false statements to investigators.

Thomas, a former SWBNO employee, is scheduled for a pretrial conference Oct. 27. He was arrested by Louisiana State Police's Troop NOLA in December 2024 as part of a joint investigation into brass and copper thefts from SWBNO. His trial date has not been set.

Willis, a former City tow truck driver, is scheduled to appear in court Oct. 28 and Nov. 25 in connection with two counts each of malfeasance in office, obstruction of justice, and injuring public records. Louisiana State Police Troop NOLA arrested Willis in July after a joint investigation with the OIG revealed Willis was bypassing the official tow process by accepting cash payments in exchange for not towing vehicles. Willis was again arrested Sept. 26 as part of the ongoing joint investigation.

An indictment is merely a charge and the guilt of the defendant must be proven beyond a reasonable doubt.

BY THE NUMBERS

As of **Oct. 15**, the Investigation Division had received 14 complaints, opened two investigations, and given three presentations.

***Investigation Division numbers are the latest available as of report date.**

2025 BUDGET

Total 2025 Appropriation \$ 4,488,636

| Expenditures | Spent YTD |
|--------------------------|---------------------|
| Personnel | \$ 2,383,139 |
| Operating | \$ 242,355 |
| Total | \$ 2,625,494 |
| Remaining Balance | \$ 1,863,142 |

***Budget table is as of September 30, 2025, the latest monthly budget information available as of report date.**

SOCIAL MEDIA



Facebook: @NewOrleansOIG



New Orleans Office of Inspector General

Published by Hubert... · October 1 at 2:00 PM ·

Today, former 911 Director Tyrell Morris was sentenced following his felony convictions on charges of insurance fraud, malfeasance in office, injuring public records, and false personation of a peace officer.

Thank you to the jury for their dedicated service on behalf of our City and to the Orleans Parish District Attorney's Office for their unwavering commitment to justice in this case.

The essential services provided by the Orleans Parish Communication District (OPCD) are vital to the health and safety of our community. It is our duty at the Office of Inspector General to ensure that public officials uphold their responsibilities with integrity.

In alignment with our mission, the OIG will continue to pursue accountability for those who misuse their public positions for personal gain. The citizens of New Orleans deserve nothing less.

#NoLoOIGs #Integrity

'The OIG will continue to pursue accountability for those who misuse their public positions for personal gain. The citizens of New Orleans deserve nothing less.'



-Inspector General Ed Michel
on the conviction and sentencing
of former 911 Director Tyrell Morris



New Orleans Office of Inspector General

Published by Edward Michel · October 1 at 2:35 PM ·

**BREAKING
NEWS**

**FORMER NEW ORLEANS 911 DIRECTOR
TYRELL MORRIS SENTENCED TO
ONE YEAR IN PRISON**



By: Maddie Kerth

Today, Judge Simone Levine sentenced Morris to 10 years in prison with 9 years suspended.

The sentence followed his conviction last week on malfeasance in office, insurance fraud, injuring public records, and impersonating a peace officer.



Metropolitan Crime Commission of New Orleans

October 1 at 1:29 PM ·

Tyrell Morris was sentenced to one year in prison following his conviction on charges related to his role in attempting to cover up a 2023 accident in which he was driving an Orleans Parish Communications District vehicle.



New Orleans Office of Inspector General

Published by Edward Michel · October 7 at 5:15 PM ·

The OIG today released a report providing recommendations for reforming the New Orleans Safety & Permits (S&P) Department. Find out more about our recommendations here... [See more](#)

This completed Safety and Permits



New Orleans Office of Inspector General

Published by Edward Michel · October 30 at 2:10 PM ·

Host [Kaare Johnson](#) - [The Neutral Ground](#) invited Inspector General Ed Michel to The Neutral Ground this week to discuss the OIG's newly released recommendations for reform of the New Orleans Safety & Permits (S&P) Department. After embedding our staff within S&P for several months, we identified critical inefficiencies and issued 12 recommendations for ensuring efficient operations of this essential City agency.

Listen below to learn more! IG Michel begins at the 18:32 mark.

<https://m.youtube.com/watch?v=yh6IAWQQa0k>



SOCIAL MEDIA



Instagram: @NewOrleansOIG



X: @NOLA0IG



neworleansoig Thank you to Bishop Tyrone G. Jefferson Jr. for his service on the New Orleans Ethics Review Board. Inspector General Ed Michel recently presented Bishop Jefferson with a certificate of appreciation to recognize his contributions to making New Orleans a safer, more transparent, and more accountable place. We are thankful for his time and dedication.



New Orleans OIG @NOLA0IG · Oct 16

Inspector General Ed Michel was pleased to host a group of Princeton University graduate students to discuss the crucial role of the OIG as an independent watchdog for the City, committed to mitigating fraud and abuse while improving the efficiency of government operations.



1 29 44



New Orleans OIG @NOLA0IG · Oct 16

IG Michel appreciated the opportunity to engage with the students, who requested a visit after identifying our office as one of the most effective nationwide. The group is exploring agencies like ours to identify practices and conditions that allow for effective oversight.



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neworleansoig This week, Inspector General Mark Zetmann of the Robert C. Zetmann Institute joined the OIG for a briefing on how the OIG enhances transparency and efficiency in City government. The Robert C. Zetmann Institute has a mission to support New Orleans area educational, social, and civic growth. The OIG opportunity to share how our work aligns with commitments to positive change in New Orleans or presentation by the OIG, visit [https://www.nola0ig.com](#)



neworleansoig Hop Day! The OIG is pleased to host with Inspector a chance to help you together forward a better voice matters!

View insights
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SOCIAL MEDIA



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Office of Inspector General City of New Orleans

319 followers
10 • 5

October is Cybersecurity Awareness Month! Join us in this global initiative to raise awareness about the importance of cybersecurity and highlight actions to reduce risks. Cybersecurity is not just an IT concern; it's essential for the smooth operation of our government and businesses.

The Cybersecurity and Infrastructure Security Agency (CISA) has shared four crucial steps to Cover the Basics:

- 1- **Train Against Phishing Scams:** Equip your team to spot and report suspicious emails. Knowledge is power!
- 2- **Require Strong Passwords:** Strong passwords are your first line of defense. Make them mandatory for all users. For tips on creating strong passwords, visit <https://linkd.in/gnGaQ4W>
- 3- **Require Multifactor Authentication (MFA):** Add an extra layer of security. MFA can significantly reduce the risk of unauthorized access.
- 4- **Keep Software Updated:** Promptly install security updates and patches to keep your systems protected. Don't let outdated systems be your weak link.

Let's work together to create a safer digital environment.

#CybersecurityAwarenessMonth #HOLAQIG



Office of Inspector General City of New Orleans

319 followers
15m • 5

Inspector General Ed Michel received a special visit this week from a group of his students at Tulane University. Beyond his role with the OIG, IG Michel is dedicated to shaping the next generation of leaders by developing and instructing courses on Risk Based Management and Critical Infrastructure.

On Tuesday, he joined his students on a tour of the Federal Reserve Bank, which houses the OIG, for a closer look at financial services, a significant component of our nation's critical infrastructure.

Thank you to the FRB for hosting us and providing such an informative experience, and thank you to the students for asking such insightful questions! We're encouraged by these students' eagerness to help protect the systems, assets, and networks vital to maintaining a functional society.

#HOLAQIG #Education #TulaneUniversity



OIG CITIZENS ACADEMY

In October, the OIG graduated seven City leaders from our Citizens Academy. The OIG Citizens Academy is an engaging three-week program that, through discussion and education, gives participants a closer look at the OIG's role and mission. Upon completion, attendees have a greater understanding of how the OIG assesses and mitigates fraud, waste, abuse, and public corruption and the proper protocols for reporting fraudulent behavior. The Citizens Academy also helps build rapport and ensure healthy and productive interactions with City employees.



Monthly Report of OIPM

No report received.

Monthly Report of Ethics Trainer



OCTOBER 2025

MONTHLY REPORT

TRAINING DIVISION
NEW ORLEANS ETHICS REVIEW BOARD



2025 ETHICS EDUCATION & SEXUAL HARASSMENT PREVENTION TRAINING

The annual deadline for completion of the
2025 Ethics Education and Sexual Harassment Prevention Training
for City of New Orleans employees and the
members of the Ethics Review Board
is

Wednesday, December 31, 2025.

The programs may be completed online utilizing the links below:

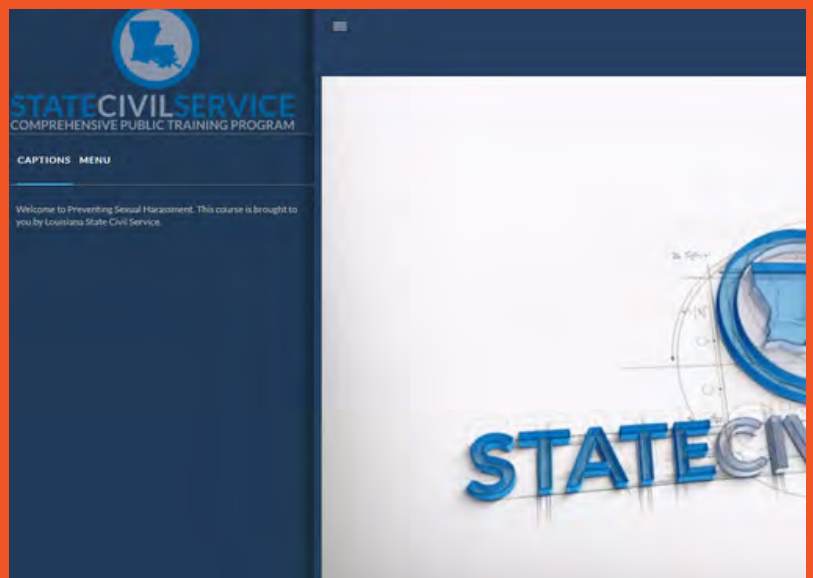
2025 Louisiana State Ethics Education:
<https://laethics.net/EthicsTraining>

2025 City of New Orleans Sexual Harassment Prevention Training:
<https://nola.gov/sexual-harassment-training/employee/>

Please submit certificates/proof of completion to the
ERB Training Coordinator
by

Wednesday, December 31, 2025.

If you are a new user, you must register for access to the portal in order to continue. If you already have a login from previous years, it is still valid to access the system and you may continue through to complete your educational requirement under the tab labeled, "Ethics Training for Public Servants." A detailed walkthrough is available below, for your convenience.





OCTOBER HIGHLIGHTS

LARGE SCALE GROUP TRAININGS

Along with standard department training, often now given alongside the Employee Relations Division's Preventing Sexual Harassment training, it is now the time for the large-scale training sessions of the year. Trainings are currently in progress, with The Departments of Sanitation and Parks and Parkways being among the first to be visited. These trainings take place in September, October, November, and December of each year.





OCTOBER HIGHLIGHTS

HOLIDAY AND CARNIVAL SEASON ETHICS AWARENESS

Christmas and Carnival season are among the many occasions celebrated within the city where generosity flows from one end of the metro area to the other. As discussed in a prior ERB Meeting, a need has been identified for more targeted ethics information for City of New Orleans employees when it comes to Mardi Gras celebrations.

What should and shouldn't be taken as gifts?
What usual favors may pose an ethics violation risk?

These questions and many more will be answered by two infographic posters that will be displayed in high-traffic staff areas each year during Christmas and Mardi Gras season.

The new posters may be viewed below and must be approved by the Board before distribution.

HOLIDAY CHEER, NOT ETHICAL FEAR

'TIS THE SEASON...FOR ETHICS!

KNOW WHAT YOU CAN ACCEPT...AND WHAT MIGHT
LAND YOU ON THE NAUGHTY LIST!

✓ OK to Accept (With Caution!)

- Promotional items of minimal value (pens, calendars, mugs, etc.).
- Food shared by a group in the office (ex., cookies from a vendor shared with your whole department).
- Items from close personal friends or family that are clearly personal in nature.

⊘ Not OK to Accept!

- Any gift intended to *influence your official actions!*
- Cash, checks, or *gift cards* from vendors or the public.
- Expensive food baskets, electronics, or alcohol.
- Personal gifts from *contractors, vendors, or lobbyists!*

According to the City of New Orleans Code of Ethics, public servants may not accept anything of economic value that could appear to influence your duties or that comes from someone doing business with the City.

When in doubt, throw it out—or check with the
Ethics Review Board!

✉ ERB@NOLAERB.GOV | ☎ (504) 517-0299



MARDI GRAS ETIQUETTE FOR ETHICAL PUBLIC SERVANTS

Let the Good Times Roll - But Keep It Ethical!



Ethically Acceptable

- Beads or trinkets thrown from floats to the general public.
- Participation in public parades and celebrations.
- King cake shared communally at the office.

Anything of value given to you because of your position as a public servant — even if it feels like part of the celebration — may violate the ethics code!



Ethically Questionable or Prohibited!

- Lavish gifts (jewelry, high-end alcohol, electronics) from anyone seeking a benefit from the City.
- VIP Passes, private balcony access, parade stand, or hospitality invites from vendors, contractors, or regulated entities.
- Accepting Mardi Gras ball tickets or favors from someone engaging in business with your agency or department.

Celebrate with integrity. Don't let a bead become a bribe.



Report questions or concerns to the Ethics Review Board
✉ ERB@NOLAERB.GOV | 📞 (504) 517-0299





OCTOBER HIGHLIGHTS

ETHICS LIAISON AND TORCH AWARDS PROGRAM

After a hiatus, the Ethics Liaison and Torch Awards program will return in January 2026. As a reminder, the missions of the awards and the criteria may be found below.

Ethics Liaison Award

The Ethics Liaison Award is an annual award given by the New Orleans Ethics Review Board in recognition of ethics compliance within the departments and agencies of New Orleans city government.

Torch Award for Excellence in Ethics

The Torch Award for Excellence in Ethics is an annual award given by the New Orleans Ethics Review Board in recognition of outstanding commitment to promoting ethical culture within city government and on city boards and commissions.



OCTOBER HIGHLIGHTS

ETHICS LIAISON AND TORCH AWARDS PROGRAM



Ethics Liaison Award 2025

Award Description

The Ethics Liaison Award is an annual award given by the New Orleans Ethics Review Board in recognition of ethics compliance within the departments and agencies of New Orleans city government.

Award Eligibility

All liaison's representing city departments, boards, agencies and commissions are eligible to submit information that documents compliance with the checklist.

Selection Process and Timeline

Evidence of compliance should be submitted no later than **4pm on Monday, December 29.**

The award(s) will be presented at the New Orleans Ethics Review Board Meeting that will be held in February 2026..

Liaison Checklist for Award

Mandatory Requirements

- 1. Liaison Designated by the Agency (Department)**
- 2. Designated Liaison completed 2-hour annual training session to maintain liaison status as defined by the State Code of Governmental Ethics. Evidence of registration for the training in 2025 will be accepted.**
- 3. One hundred percent (100%) compliance of employees and governing Board/Commission with annual State ethics training requirement. Documentation supporting exemptions or exceptions must be provided.**

Additional Requirements (1 out of 5)

- 4. Acknowledgements of the Code of Ethics and Orientation Training by new employees**
- 5. Letters to agency vendors outlining common Louisiana Code of Ethics regulations that apply to their services/interactions with the agency**



OCTOBER HIGHLIGHTS

ETHICS LIAISON AND TORCH AWARDS PROGRAM

6. Adoption of an internal or departmental Code of Ethics.
7. Development of a survey, or completion of questionnaire that confirms ethics engagement by employees.
8. Evidence of Employee Awareness activities (poster, handout, email, etc.) about the State Ethics Code, the role of the Liaisons, Ethics Help Line number, Whistle blower policies, Ethics web site etc.



OCTOBER HIGHLIGHTS

ETHICS LIAISON AND TORCH AWARDS PROGRAM



2025 Torch Award for Excellence in Ethics Nomination Overview and Instructions

Award Description

Torch Award for Excellence in Ethics is an annual award given by the New Orleans Ethics Review Board in recognition of outstanding commitment to promoting ethical culture within city government and on city boards and commissions.

Award Eligibility

All city departments, boards, and commissions are eligible to submit a self-nomination packet for the Torch Award.

Selection Process and Timeline

The Award will be given based on the strength of the nomination packet, as outlined in the sections below.

Please contact the Ethics Training Coordinator, utilizing the contact information in the next section, to arrange retrieval of a printed copy of your completed packet no later than **4pm on December 29, 2025**. Nomination packets submitted after the deadline will not be considered.

The selection of the Award winner will be made by January 31, 2026 and the award will be presented at the New Orleans Ethics Review Board Meeting to be held in February 2026.

Questions and Inquiries

Questions and inquiries about the nomination and selection process should be directed to Jordy Stiggs at Jordy.Stiggs@nola.gov or (504) 658-8625.

Nomination Packet Required Sections and Instructions

To be considered for the Torch Award for Excellence in Ethics you will need to submit a nomination packet with information about your department, board, or commission (hereafter referred to as your "agency"). The requirements for each section of the packet are outlined below.

At the beginning of each section, please insert a blank section header page with the title "Section X", where "X" is the section number. It should be noted that all sections may not be applicable to



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ETHICS LIAISON AND TORCH AWARDS PROGRAM

your agency and that not having examples of actions taken for a particular section of the nomination packet does not disqualify the agency from consideration for the Award. In cases where no examples are available for any part of a given section, simply insert the comment “Not applicable” under the title of the section on the section header page.

Section 1

Please provide a narrative describing the agency leadership’s commitment to ethics and provide documentation of the leadership telling the agency’s story as it relates to promoting a culture of ethics. Examples of documentation could include: speeches, correspondence, or other communications from the agency head and/or other senior officers to employees and/or constituents.

Section 2

Please provide your agency’s mission statement and/or statement of values and a narrative describing how your agency uses its mission statement and/or statement of values to promote honesty, integrity, and compliance with the law. If your agency doesn’t have a mission statement and/or statement of values, please provide any other documents that guide the agency’s commitment to ethics.

Section 3

Please provide a narrative that describes whether and how ethical conduct by employees is measured and shows that employees throughout the organization understand and accept the agency’s ethical standards. Please provide any documentation that outlines the agency’s ethical standards and expectations of employees; examples could include: publications, employee handbooks, and/or training courses. Also include any ethics-related survey results or internal ethics audits that highlight employees’ understanding and alignment with the agency’s ethical standards.

Section 4

Please provide a narrative that describes any examples of how ethical issues are being addressed proactively by empowering employees, constituents, and others to use existing mechanisms to bring ethical problems to the attention of management. Also include any available examples of how managers use existing mechanisms for resolution of issues to ensure fair and consistent treatment of those involved.

Section 5

Please provide a narrative description of examples of ethics in action as demonstrated by the agency’s response to a specific challenge affecting its operations, or by evidence of how ethical decision-making is a part of the department’s everyday operations, philosophy, and culture.

Section 6

Please provide a description of any additional innovations or actions the agency is taking that highlights its commitment to ethics and which the award selection committee should take into account.

**Monthly Report of
Executive
Administrator**

MEMORANDUM

To: Ethics Review Board
City of New Orleans

From: Dane S. Ciolino
Executive Administrator and General
Counsel

Date: October 31, 2025

Re: *Monthly Report for August 2025*



I. COMPLAINTS AND REQUESTS FOR ADVISORY OPINIONS

The ERB received two new complaints since the last board meeting. Those complaints are on the agenda for the board's executive session.

II. BUDGET FOR 2026

I appeared before the New Orleans City Council on October 29, 2025, to present the ERB's budget for 2026. The budget for the ERB is set by the Home Rule Charter at 0.04% of the City's total budget. For 2026, the ERB's budget (as of the date of the October 21, 2025 budget book) is \$290,226.00, which is a reduction of \$14,867.00 from 2025 (-4.87%).

III. APPOINTMENTS TO ERB

The Dillard ERB position remains unfilled (formerly Brooks).

IV. MAYORIAL AND COUNCIL APPOINTMENTS TO QUALITY ASSURANCE REVIEW ADVISORY COMMITTEES (QARACs)

Neither the mayor nor the council has taken action to fill vacancies on the QARAC for the OIPM.

Note that on April 14, 2025, the ERB unanimously voted to appoint Sheridan Cooper of SUNO to serve as the ERB's appointee to the QARAC for the OIPM. Also on that day, the ERB unanimously voted to appoint Vanessa Rodriguez of SUNO to serve as the ERB's appointee to the QARAC for the OIG.