



AUDITOR-CONTROLLER'S OFFICE

Employee Fraud Hotline Report

For the Period January through June 2013 Update #24

I am pleased to present the Semiannual Report of the Employee Fraud Hotline for the period January through June 2013. The Employee Fraud Hotline was established as an avenue to report fraud, waste, and abuse occurring at the County of Ventura. I encourage employees to resolve concerns through their normal administrative channels whenever possible. However, the Employee Fraud Hotline provides an alternative reporting mechanism to ensure that concerns about possible wrongdoing in our County government are properly addressed. This report reflects information provided to the Board of Supervisors on July 30, 2013.

Jeffery S. Burgh
Acting Agency Director/Assistant Auditor-Controller

THREE WAYS TO CONTACT THE HOTLINE

Call: (805) 644-6019

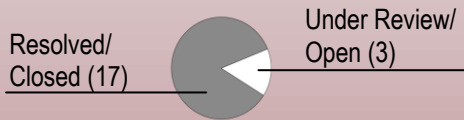
Write: Employee Fraud Hotline
Ventura County Auditor-Controller
Administration Building L#1540
800 South Victoria Avenue
Ventura, CA 93009

E-Mail *: Fraud.Hotline@ventura.org
* E-mail is not confidential



HOTLINE ACTIVITY AT A GLANCE . . . During January through June 2013, the Employee Fraud Hotline received 20 new complaints of improper activity, of which we pursued 12 (60%). Seven of the new issues were not pursued because the complainants were redirected to other hotlines or other appropriate agencies, and one issue was not pursued due to insufficient information.

As of June 30, 2013, most of the 20 new issues have been resolved/closed:



During January through June 2013, we resolved/closed a total of 24 Hotline issues out of the 32 total complaints that were under review/open (20 new complaints and 12 complaints from prior periods):

Summary Outcomes of 24 Hotline Issues Resolved/Closed during January-June 2013

Table with 2 columns: Outcome and Count. Substantiated (see description below) 5, Unsubstantiated 11, Redirected to Other Hotlines/Agencies 7, Insufficient Information 1

Most of the new complaints were made by phone:

Table with 2 columns: Contact Method and Percentage. Phone 65%, E-Mail 20%, Regular Mail 15%

DESCRIPTION OF SUBSTANTIATED COMPLAINTS

- 1. Improper Time Reporting. An employee improperly reported sick time while on vacation. The employee reimbursed the County for the overpayment of \$7,872 that resulted from the improper time reporting, the employee's leave balances were adjusted, and the department reported that appropriate administrative actions were taken.
2. Time Abuse. An employee left work to attend a County job examination, but did not attend the examination and did not report the time off. A time adjustment was completed and the department reported that employee actions were being addressed.
3. False Proof of School Registration. Student workers did not always comply with the requirement to maintain a minimum nine-unit course load for the entire semester by withdrawing from classes after providing proof of initial enrollment. As a result of the Countywide review, 29 student workers were terminated and documentation requirements were changed to require current class schedules after the withdrawal deadline for local junior colleges.
4. Time Abuse. An employee abused work hours through numerous personal telephone calls and text messages. The department reported that policy would be reviewed with pertinent staff.
5. Misuse of County E-Mail System. An employee inappropriately solicited to sell items for private gain using the County e-mail system. The employee was counseled regarding the usage of County e-mail.