



COUNTY OF VENTURA

AUDITOR-CONTROLLER'S OFFICE

Employee Fraud Hotline Report

For the Period January through June 2018 **Update #34**

I am pleased to present the Semiannual Report of the Employee Fraud Hotline for the period January through June 2018. 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 August 7, 2018.

Jeffery S. Burgh
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 *:

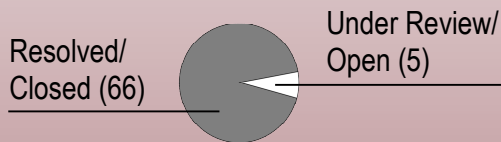
Fraud.Hotline@ventura.org

* E-mail is not confidential



HOTLINE ACTIVITY AT A GLANCE . . . During January through June 2018, the Employee Fraud Hotline received 71 new complaints, of which we pursued 36 (51%). We did not pursue 32 of the new issues because the complainants were redirected to other hotlines or other appropriate agencies, and we did not pursue 3 issues due to insufficient information.

As of June 30, 2018, most of the 71 new issues have been resolved/closed:



During January through June 2018, we resolved/closed 72 out of the 82 total Hotline issues that were under review/open. Specifically, we resolved/closed 66 out of 71 new complaints, and we resolved/closed 6 out of 11 open complaints from prior periods.

Summary Outcomes of 72 Hotline Issues Resolved/Closed during January-June 2018

Substantiated (see description below)	5
Unsubstantiated	30
Redirected to Other Hotlines/Agencies	32
Insufficient Information	5

Most of the new complaints were made by telephone:

Contact Method

Telephone	76%
E-Mail	14%
U.S. or Brown Mail	10%

DESCRIPTION OF SUBSTANTIATED COMPLAINTS

- Contract Noncompliance.** A County contractor lacked supporting documentation for \$20,157.89 (81%) of the \$25,007.79 invoiced for services for the period July through December 2016. The contractor reimbursed the County the full \$20,157.89 that was disallowed, no County payments were remitted to the contractor for services after December 2016, and the department did not renew the contract for fiscal year 2017-18.
- Misuse of County Computer.** A County employee used a County computer for personal purposes. The department reported that appropriate personnel actions are being taken to ensure the employee complies with computer usage policies.

Employee Fraud Hotline Report

For the Period January through June 2018

Page 2 of 2

DESCRIPTION OF SUBSTANTIATED COMPLAINTS

3. **Time Abuse.** A County employee regularly arrived to work late. The employee was issued a counseling memo for corrective action and will continue to be monitored.
4. **Workplace Dress Code.** A County employee tended to wear exercise dress attire for a significant amount of time after arriving for the work day. The employee will be directed to review the agency's dress and grooming standard, and will be reminded to change out of the exercise attire and wear appropriate attire prior to beginning the work day.
5. **Noncompliance with Safety Standards.** Elevator permits in the County Hall of Administration have been expired for over 2 years, and the responsible County department lacked procedures to formally request annual State inspections. Prior to the Hotline complaint, the department had requested an inspection subsequent to a March 2018 inquiry. Beginning immediately, the department will request inspections 30 days prior to the permit expiration date utilizing the State of California Elevator Unit "Request for Inspection" form.