



**COUNTY OF LOS ANGELES
DEPARTMENT OF AUDITOR-CONTROLLER**

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August 30, 2011

TO: Supervisor Michael D. Antonovich, Mayor
Supervisor Gloria Molina
Supervisor Mark Ridley-Thomas
Supervisor Zev Yaroslavsky
Supervisor Don Knabe

FROM: Wendy L. Watanabe
Auditor-Controller

SUBJECT: **FRAUD HOTLINE STATUS REPORT – JANUARY 1, 2011 THROUGH
JUNE 30, 2011**

The Los Angeles County Fraud Hotline began the January 1 through June 30, 2011, semi-annual reporting period with 649 carryover pending cases. During the period, we opened 565 new cases and closed 590 cases, resulting in an end-of-period caseload of 624. This caseload count is a reduction of 25 (3.9%) from the end of the previous reporting period.

**Comparison of Current Case Counts
with the Prior Reporting Period**

CASE STATUS	SEMI-ANNUAL PERIOD ENDING	
	12/31/2010	6/30/2011
Beginning Caseload	640	649
+ New Cases Opened	500	565
- Cases Closed	-491	-590
Ending Caseload	649	624 (-3.9%)
Conclusion of Cases Closed:		
Substantiated	134 (27.3%)	116 (19.7%)
Not Substantiated	259 (52.7%)	326 (55.3%)
Not Investigated	98 (20.0%)	148 (25.1%)
Cases Closed	491	590

Of the 590 cases closed (Attachment I) during this reporting period, 116 (19.7%) were substantiated (Attachment II), 326 (55.3%) were not substantiated, and 148 (25.1%) were not investigated. Of the 116 substantiated cases, the following actions were taken:

Substantiated Cases

ACTION TAKEN	No.
Disciplinary/Corrective Action Pending	107
Counseled (verbal/written warning)	21
Procedures Changed/Reinforced	18
Suspended	18
Reprimand Letter	15
Restitution/Repayment	9
Discharged	7
Resigned/Retired/Resigned in Lieu of Discharge	6
Notice of Instruction/Reinforcement	3
Criminal Charges Filed by Law Enforcement	2
Convicted/Jail/Probation	1
Referred to the District Attorney	1
Transferred/Reassigned/Demoted	1

Note: Some cases may include multiple suspects and multiple dispositions.

The 148 cases not investigated by the County are due to the allegations having previously been investigated, the case is jurisdictional to a non-County agency, and/or case information is insufficient or immaterial.

As the lead department for County investigations, the Auditor-Controller also oversees and reviews the final reports for cases referred to, and investigated by, other County departments to ensure the allegations are properly investigated. OCI also contacts designated departmental staff on a semi-annual basis to obtain updates on cases where disciplinary and/or corrective actions are resolved and pending (Attachments III and IV) from previous semi-annual reports.

If you have questions or need additional information, please contact me or your staff may contact Guy Zelenski at (213) 893-0058.

WLW:JET:GZ

Fraud Hotline Status ending June 30 2011.doc

Attachments

c: William T Fujioka, Chief Executive Officer
Department Heads
Audit Committee
Public Information Office



COUNTY OF LOS ANGELES
DEPARTMENT OF AUDITOR-CONTROLLER
Los Angeles County Fraud Hotline
CLOSED CASE SUMMARY
January 1, 2011 through June 30, 2011

	<i>Substantiated</i>	<i>Not Substantiated</i>	<i>Not Investigated *</i>	<i>Total</i>	
<u>CASES INVESTIGATED BY AUDITOR-CONTROLLER:</u>					
Office of County Investigations	20	39	126	185	31.4%
<u>CASES REFERRED TO AND INVESTIGATED BY OTHER DEPARTMENTS:</u>					
Affirmative Action Compliance	0	1	0	1	0.2%
Affirmative Action Compliance (Countywide)	0	5	2	7	1.2%
Agricultural Commissioner/ Weights and Measures	1	1	1	3	0.5%
Animal Care and Control	0	1	0	1	0.2%
Assessor	0	2	0	2	0.3%
Auditor-Controller	0	1	0	1	0.2%
Chief Executive Office	0	1	0	1	0.2%
Child Support Services	6	15	3	24	4.1%
Children and Family Services	15	24	4	43	7.3%
Community and Senior Services	2	5	1	8	1.4%
Coroner/Medical Examiner	1	3	0	4	0.7%
County Counsel	0	1	0	1	0.2%
District Attorney	0	3	0	3	0.5%
Fire Department	1	7	3	11	1.9%
Health Services	4	34	1	39	6.6%
Human Resources (Countywide)	3	18	1	22	3.7%
Internal Services Department	1	6	0	7	1.2%
Mental Health	14	15	1	30	5.1%
Parks and Recreation	5	2	1	8	1.4%
Probation Department	2	28	1	31	5.3%
Public Defender	2	0	0	2	0.3%
Public Health	0	5	0	5	0.8%
Public Social Services	39	76	1	116	19.7%
Public Works	0	4	1	5	0.8%
Regional Planning Department	0	1	0	1	0.2%
Sheriff	0	25	1	26	4.4%
Treasurer and Tax Collector	0	3	0	3	0.5%
Other Departments Total:	96	287	22	405	68.6%
Grand Total	116	326	148	590	100.0%

* Cases not investigated due to immateriality, the referral was previously investigated, referred to outside agencies, or insufficient information was provided.



Attachment II

**COUNTY OF LOS ANGELES
DEPARTMENT OF AUDITOR-CONTROLLER
Los Angeles County Fraud Hotline**

SUMMARY OF SUBSTANTIATED CASES

FOR THE PERIOD JANUARY 1, 2011 THROUGH JUNE 30, 2011

SUBSTANTIATED CASES INVESTIGATED BY AUDITOR-CONTROLLER

Agricultural Commissioner/Weights and Measures (AC/WM)

Case Number: 20104948

An AC/WM employee inappropriately used 17 Los Angeles County Fair (Fair) unused tickets and 16 parking passes, total value of \$364, for an office raffle. The unused tickets and passes were originally designated for personnel who staff the AC/WM booth at the Fair. In the future, the Department will ensure unused tickets and passes are promptly returned to the Fair. AC/WM indicated that the employee was counseled.

Department of Auditor-Controller (A-C)

Case Number: 20104555

An A-C employee used his County Internet access to view personal e-mails and cultural news websites during work hours. A-C indicated that the employee was counseled, his Internet access was suspended for five months, and his Internet usage continues to be monitored on a monthly basis.

Case Number: 20115688

An A-C employee inappropriately gave another A-C employee interview questions relative to a job transfer opportunity. The recipient employee subsequently used the questions to prepare for the interview, and achieved the highest interview score among competing candidates. The A-C indicated that both employees received 30-day suspensions without pay. In addition, the recipient employee's pending promotion was rescinded.

Board of Supervisors (BOS)

Case Number: 20104255 A&B

A BOS unclassified ("at-will") employee, on loan to the Department of Human Resources (DHR), was performing job duties below the level of his payroll classification. The BOS discontinued funding the position and the employee was released from County service, as his services were no longer needed.

Chief Executive Office (CEO)

Case Number: 20115268 A&B

A CEO employee used a counterfeit parking pass to park in a County parking lot. Also, an Internal Services Department (ISD) employee rescinded a citation given to the CEO employee for using the counterfeit parking pass. The CEO indicated that disciplinary action is pending for their employee. ISD determined that their employee's actions were within policy existing at the time the citation was issued, and has since strengthened written policy for handling and oversight of parking violations.

Department of Coroner (Coroner)

Case Number: 20104969

A Coroner employee violated Department policy by removing a keepsake dollar bill from the property of a decedent and replacing it with a regular dollar bill. The employee later returned the keepsake bill to the decedent's property after Coroner management spoke to him about the incident. Coroner indicated that disciplinary action is pending.

County Counsel (CC)

Case Number: 20104704

A CC employee used her assigned County computer and e-mail account to send non-work

Summary of Substantiated Cases

related e-mails, including 15 e-mails offering concert tickets for sale. CC indicated that the employee was counseled.

Fire Department (Fire)

Case Number: 20094232 A&B

Two Fire employees used County equipment for personal use when they fabricated motorcycle parts at a Fire shop. In addition, a Fire employee circumvented the procurement process and approved his own request for two sole source purchases totaling \$2,901, in violation of County and Department policy. Fire intends to give one employee a 15-day suspension without pay, and indicated that disciplinary action is pending for the other employee.

Case Number: 20104695

A civilian Fire employee wrote a personal letter to her homeowners' association using Fire letterhead. The employee received a written reprimand for this offense. In a separate incident, the same Fire employee threatened to use a key intended only for use by emergency responders to gain access to the condominium complex where she resides if she was not provided with an entry gate pass code. For security purposes, condominium residents are provided with a remote control device for gate access to the complex, and the gate pass code is only provided for specialized service providers and residents with disability accommodation needs. The Fire employee also repeatedly parked her assigned County vehicle at her residence overnight in violation of Fire policy and instructions given to her to park the vehicle at a designated fire station. Fire indicated that disciplinary action is pending.

Case Number: 20104781

A Fire employee used a County pool vehicle, fuel, and Fed Ex services for personal use, ordered his subordinates to run his personal errands on County time, and misused County information technology resources. The employee also gave subordinates his username and password to log-on to his County computer to notify his supervisor that he was at work when he was actually late. Fire indicated that disciplinary action is pending.

Internal Services Department (ISD) and Fire

Case Number: 20104356

An ISD employee installed a private County telephone line at the request of a Fire employee without following established Fire requisition and ISD work order authorization procedures. ISD has since removed the telephone line. ISD and Fire indicated that disciplinary actions are pending against each employee.

Department of Public Health (DPH)

Case Number: 20104900

A DPH employee used his assigned County computer and Internet access for non-County related purposes including viewing sexually explicit material and downloading music from CDs during work hours. DPH reissued its acceptable computer use policy to reinforce awareness among all employees. The employee's County Internet access was cancelled and DPH intends to give the employee a 30-day suspension without pay.

Case Number: 20105258

A DPH employee used his assigned County computer and Internet access for non-County related purposes including viewing sexually explicit material, his personal e-mails, listening to music, and visiting non-County related websites. In addition, he stored sexually explicit material and television shows on his County computer. DPH intends to give the employee a 30-day suspension without pay.

Department of Public Social Services (DPSS)

Case Number: 20104480

A DPSS employee stole welfare benefits totaling approximately \$18,000 by continuing and

Summary of Substantiated Cases

absconding with benefits after a participant left the country. The employee resigned, was convicted of a felony, and the Superior Court ordered the employee to serve three year's probation and pay restitution to the County.

Case Number: 20104521

A DPSS supervisor neglected to remove an employee from an out-of-class bonus assignment after the employee failed the position examination and therefore was ineligible to be placed on the promotion eligibility list. Upon promulgation of the eligibility list, the supervisor should have removed the employee from the out-of-class assignment to an assignment commensurate with the employee's existing payroll classification. DPSS indicated that disciplinary action is pending for the supervisor, and overpayment reimbursement is being sought from the employee.

Case Number: 20104525

A DPSS employee downloaded music files to his assigned County computer and shared his computer password with another County employee in violation of Department policy. DPSS indicated that disciplinary action is pending.

Case Number: 20104625

A DPSS employee was convicted of two petty theft crimes while working for the County and did not report the convictions as required by DPSS policy. DPSS indicated that disciplinary action is pending.

Department of Public Works (DPW)

Case Number: 20094186

A DPW employee inspected a property outside his assigned work area and allowed the contractor to demolish the property and begin new construction without the required building permits. DPW indicated that disciplinary action is pending.

Case Number: 20104747

A DPW employee received a \$500 finder's fee from a leasing company after a County contractor leased a jobsite office. In addition, the contractor provided the DPW employee a laptop computer, a cellular phone, and a camera for use during a construction job. Another County contractor provided the same employee with a camera for a construction job. The employee returned the \$500 finder's fee, returned the equipment to the contractors, and a one-day suspension without pay is pending. DPW also issued/distributed new policies to staff, and the employee has been enrolled in the County's online ethics training class.

Treasure and Tax Collector (TTC)

Case Number: 20105185 and 20115423

Fifteen TTC employees used a vendor's database on County time for non-County related purposes. TTC will monitor future use of the database. TTC indicated that disciplinary actions are pending.

TOTAL SUBSTANTIATED CASES INVESTIGATED BY AUDITOR-CONTROLLER: 20

Summary of Substantiated Cases

CASES REFERRED TO AND INVESTIGATED BY OTHER DEPARTMENTS

Agricultural Commissioner/Weights and Measures (AC/WM)

Case Number: 20104924

An AC/WM supervisor took extended lunch breaks on several occasions, and his manager admitted to being aware of the time abuse and failing to take appropriate corrective action. AC/WM indicated that both employees were counseled.

Child Support Services Department (CSSD)

Case Number: 20104712

A CSSD employee used her assigned County computer and e-mail account for non-County related purposes. CSSD indicated that the employee received a letter of reinforcement of Department policies.

Case Number: 20104719

A CSSD employee accessed the Los Angeles Eligibility, Automated Determination, Evaluation and Reporting (LEADER) system to view the personal and confidential information in her relative's case record. CSSD indicated that the employee received a written reprimand.

Case Number: 20104817

A CSSD employee used her assigned County computer and Internet access for non-County related websites approximately 16 times during a two-month period, and used a County telephone for personal matters. CSSD indicated that the employee received a reprimand.

Case Number: 20094191

Eight CSSD employees reported overtime hours that they did not work ranging from one to four days. The employees' timecards were adjusted and the employees made full restitution. CSSD indicated that three employees were suspended and five were reprimanded. In addition, two supervisors were reprimanded and seven supervisors were counseled for failure to monitor overtime use.

Case Number: 20104252

A CSSD employee accessed the Department's child support database to view personal and confidential information in the case records of her domestic partner and his relative. The employee also inappropriately disseminated confidential information and failed to disclose on her Employee Conflict of Interest Declaration that her domestic partner has an open child support case. CSSD indicated that the employee received a 10-day suspension without pay.

Case Number: 20104951

A CSSD employee used a County telephone for personal business. CSSD indicated that the employee received a letter of reinforcement of Department policies.

Department of Children and Family Services (DCFS)

Case Number: 20104269

A DCFS supervisor gave her eCAPS password to her secretary and allowed the secretary to approve her own timecard and the timecards of seven other employees. DCFS indicated that disciplinary action is pending.

Case Number: 20104906

A DCFS employee falsified client home visits, falsified his mileage claims, and did not report outside employment that conflicted with his County job duties. DCFS indicated that disciplinary action is pending.

Case Number: 20104961

Two DCFS employees each inaccurately reported, during five separate inspections over an approximate three-year period, that a family was living in a single residence when the family was actually living in two separate apartments, one upstairs and one downstairs, in the same

Summary of Substantiated Cases

building. A potential safety concern for the family's children living in one of the apartments separated from an appropriate age caregiver was determined to be unfounded. Three older siblings, ages 18, 17, and 16, were living in an upstairs apartment and determined to be appropriately supervised, and the younger children lived in the downstairs apartment with the primary caregiver. DCFS indicated that disciplinary actions for the two employees are pending.

Case Number: 20104963

A DCFS employee used her assigned County computer and e-mail account for non-County related purposes. DCFS indicated that disciplinary action is pending.

Case Number: 20104976

A DCFS employee committed Section 8 housing fraud over a two-year period by falsely stating her income to the Housing Authority of the City of Los Angeles (HACLA). The HACLA determined that the employee was overpaid approximately \$15,000 for rent subsidies. DCFS indicated that the employee was discharged.

Case Number: 20105036

A DCFS employee behaved in an unprofessional, inappropriate, and threatening manner toward a co-worker. DCFS indicated that disciplinary action is pending.

Case Number: 20105041

A DCFS employee sexually assaulted a client and falsified case records. The employee was discharged and the case was referred to the District Attorney (DA) for possible criminal prosecution.

Case Number: 20105109

DCFS discovered that a money bag containing \$90 in revolving funds was stolen. The perpetrator(s) could not be identified. DCFS indicated that corrective action is pending to strengthen internal controls over cash handling.

Case Number: 20105124

A DCFS employee used a County computer, printer, and Internet access to print non-County related documents during work hours. DCFS indicated that disciplinary action is pending.

Case Number: 20105161

A DCFS employee used her assigned County computer and Internet access for non-County related purposes. DCFS indicated that disciplinary action is pending.

Case Number: 20105186

Six DCFS employees used their assigned County computers and e-mail accounts for non-County related purposes. DCFS indicated that disciplinary actions are pending.

Case Number: 20115211

A DCFS employee attempted to obtain confidential information on her relatives' case records from her co-worker. DCFS indicated that disciplinary action is pending.

Case Number: 20115229

A DCFS supervisor borrowed money from her subordinates, creating a conflict of interest, and has not repaid the employees. DCFS indicated that the supervisor received a five-day suspension without pay.

Case Number: 20115305

DCFS incurred approximately \$8,000 in fraudulent cellular phone charges over a one-year period because an employee did not know her cellular phone was stolen. The employee had never used her cellular phone, and did not realize for several months that the phone had been stolen from her desk. DCFS did not review or distribute cellular phone bills to employees for review. The individual responsible for the theft could not be identified. DCFS subsequently implemented a procedure requiring that all cellular phone bills are to be forwarded each month

Summary of Substantiated Cases

to the respective regional offices for review and monitoring. DCFS indicated that disciplinary action is pending.

Case Number: 20115378

A DCFS employee used his assigned County computer and Internet access for non-County related purposes during work hours. DCFS indicated that disciplinary action is pending.

Community and Senior Services (CSS)

Case Number: 20082456

A CSS employee used his assigned County computer and Internet access to view non-County related websites, perform work for another employer, and complete homework during work hours. CSS indicated the employee received a written reprimand.

Case Number: 20083085

A CSS employee forged the signature of another employee (who was no longer working at the location) on 11 checks drawn on a non-County bank account. The account was part of an employees' self-funded snack fund used to replenish beverages and snack foods available for purchase at the facility. The 11 checks issued were each attributable to snack replenishment purchases, and the employee received no financial gain from her actions. The CSS employee who forged the signatures retired and the bank account was closed.

Case Number: 20105155 (Investigated by DHR)

A CSS employee conducted himself in an unprofessional manner by routinely yelling at his staff. CSS indicated that disciplinary action is pending.

Department of Coroner (Coroner)

Case Number: 20093876

A Coroner employee consistently reported to work late and did not report variances on her timecard. The Coroner indicated that the employee was counseled and received a written warning. In addition, the employee's time records were adjusted to reflect actual time worked.

Fire Department (Fire)

Case Number: 20072222

A Fire employee published a book that included, without Department approval, plagiarized sections and 47 photographs from the Department's Fire Operations Manual. Fire indicated that the employee received a written notice of instruction to ensure the employee is aware of policy with respect to reproduction and/or re-use of County documentation for non-County purposes.

Department of Health Services (DHS)

Case Number: 20083132

A DHS contract staff was working in the same operational unit as his father, who is also a DHS employee, in violation of the Department's nepotism policy. In a separate matter included within the initial complaint, a DHS employee was found to be tardy on several occasions and did not reflect a variance on his timecard. DHS indicated that the contract employee was reassigned, and the tardy employee was counseled.

Case Number: 20093381

A DHS employee used his assigned County computer and Internet access for non-County related purposes. DHS indicated that disciplinary action is pending.

Case Number: 20093721

A DHS library computer was inappropriately left logged on to the Internet and an employee used the Internet access for non-work related purposes. DHS indicated that disciplinary action is pending.

Summary of Substantiated Cases

Case Number: 20104737 (Investigated by DHR)

A DHS employee did not notify the County of the dissolution of her domestic partnership and did not remove her former domestic partner from her County benefits. County benefits policy specifically defines eligibility requirements for family, including domestic partners, and California Family Code specifies notification requirements to the County when a domestic partnership is terminated. DHS indicated that the employee received a letter of reprimand.

Case Number: 20105061

A DHS contract employee falsified her County supervisor's signature on two invoices. The contract employee was also paid for services totaling \$12,125 that were not consistent with the contract terms. The contract employee terminated her agreement with DHS, and DHS provided instructions to staff on appropriate oversight of contractor service billings.

Internal Services Department (ISD)

Case Number: 20115599

An ISD employee received Family and Medical Leave Act benefits and other County benefits for someone he fraudulently claimed as his spouse. The employee retired.

Department of Mental Health (DMH)

Case Number: 20083059

A DMH employee submitted fraudulent timecards for seven days. The supervisor did not properly monitor the employee's work hours. The employee resigned and the supervisor was discharged from County service for not monitoring the employee's time and other acts of workplace misconduct.

Case Number: 20083189

A DMH employee provided private individual therapy to DMH clients he also represented on behalf of the County, creating a conflict with his County duties. The employee resigned.

Case Number: 20093392

Two DMH employees used their County e-mail and Internet accounts to solicit other DMH employees to purchase products from or to participate in an outside business. DMH indicated that disciplinary actions for both employees are pending.

Case Number: 20093418

A DMH employee was observed arriving late to and leaving early from work without reporting a timecard variance. The supervisor did not provide proper supervision. DMH indicated that disciplinary actions for both employees are pending.

Case Number: 20093433

Three DMH employees used their assigned County computers, e-mail accounts, and Internet access for non-County related business. DMH indicated that disciplinary actions for each employee are pending.

Case Number: 20093554

A DMH employee used her assigned County cellular phone for 145 outgoing and 53 incoming out-of-state personal calls. DMH indicated that disciplinary action and reimbursement to the County are pending.

Case Number: 20093867

Two DMH employees did not maintain sufficient Medi-Cal claiming documentation, primarily with respect to insufficient or non-existent case notes for a portion of their caseload. DMH indicated that both employees were counseled. In addition, DMH has strengthened oversight of therapists, and initiated routine case file audits to ensure ongoing compliance with Medi-Cal documentation requirements.

Summary of Substantiated Cases

Case Number: 20094003

A DMH employee used her assigned County computer for non-County related purposes including conducting personal banking, shopping, e-mail, and loading personal documents from a thumb drive to her County computer. DMH indicated that the employee received a letter of reprimand.

Case Number: 20104258

A DMH employee used his assigned County computer, printer, e-mail account, and Internet access for non-County related purposes, including shopping and viewing sexually explicit material. The employee initially denied the allegations. DMH indicated that the employee received a 30-day suspension without pay.

Case Number: 20104289

A DMH employee behaved in an intimidating manner toward a co-worker. The employee was discharged.

Case Number: 20104446

A DMH employee used her assigned County computer, e-mail account, and Internet access for non-County related purposes on County time. DMH indicated that disciplinary action is pending.

Case Number: 20104488

A DMH temporary employee used her assigned County computer, e-mail account, and Internet access for non-County related purposes on County time. The temporary employee was released.

Case Number: 20104495

Two DMH employees used their assigned County computers and the computers of others to access non-County related Internet content. Both employees also interfered with the normal course of business within the workplace. One sent approximately 1,800 personal e-mails, including some emails containing inappropriate terminology in reference to co-workers and management. The second employee also failed to secure confidential documentation, and failed to cooperate with the investigation. DMH indicated that the first employee received a 15-day suspension without pay, and disciplinary action is pending for the second employee.

Case Number: 20115297

A DMH employee used his assigned County computer, Internet access, and e-mail account for non-County related purposes. The employee also created a conflict of interest by coaching his friend on how to bid on County contracts. In addition, the employee conducted outside employment during County time, and misused his sick time to handle a personal matter. DMH indicated that disciplinary action is pending.

Department of Parks and Recreation (Parks)

Case Number: 20104571

Two Parks employees were involved in selling metal park trash barrels to a metal recycling company and using the proceeds as a "slush fund" for unmet park repairs and supplies. Parks indicated that both employees received a written warning.

Case Number: 20104818

A Parks employee used County supplies and equipment for personal use and gave County supplies and equipment to his son, also a Parks employee, for use at the son's outside employment. The employee also approved his son's timecard that reflected 12 hours worked that the son claimed was volunteer time. The employee created a conflict when his son worked for him during a Departmental training event. In addition, the employee threatened his staff. Parks indicated that disciplinary actions are pending.

Summary of Substantiated Cases

Case Number: 20104849

A Parks employee abused his work hours by stopping by his residence before and after completing his field duties without reporting a timecard variance. Parks indicated that disciplinary action is pending.

Case Number: 20104934

Two Parks employees played golf during County business hours. The specific days they played golf during County business hours could not be identified, therefore, we could not determine if the employees used variance (i.e., sick, vacation) time while golfing. The two employees denied golfing during business hours. Other Parks employees corroborated the allegation. Parks indicated that one employee (a seasonal employee) was informed his services were no longer needed, and disciplinary action is pending for the other employee.

Case Number: 20105012

A Parks employee falsified her time records by having co-workers sign her in and out of work. Parks indicated that disciplinary action is pending.

Probation Department (Probation)

Case Number: 20104235

A Probation employee used a County vehicle for daily personal commuting purposes. Probation indicated that disciplinary action is pending.

Case Number: 20104537 (Investigated by DHR)

A Probation employee used her County identification badge for a personal matter to inappropriately identify herself as a process server and was involved in a verbal and physical altercation with the person served. The employee also worked a flexible work schedule without approval and did not report her outside employment. In addition, the employee was not assigned to a supervisor and the employee's timecards for a six-month period were not maintained. Probation indicated that the employee received a 15-day suspension without pay, and disciplinary action is pending against the supervisor for failure to properly supervise.

Case Number: 20104877

A Probation employee used his assigned County computer, Internet access, and e-mail account for non-County related purposes. Probation indicated that disciplinary action is pending.

Public Defender (PD)

Case Number: 20082784

A PD employee used his assigned County laptop computer to store and view sexually explicit material. PD indicated that the employee received a 15-day suspension without pay.

Case Number: 20093243

A PD employee sent an inappropriate political e-mail to a co-worker using his assigned County computer. PD indicated that the employee was counseled.

Department of Public Social Services (DPSS)

Case Number: 20071860

A DPSS employee fraudulently received In-Home Supportive Services (IHSS) payments totaling \$15,934. The DA charged the employee with grand theft, forgery, and false statements. DPSS indicated the employee remains on suspension without pay pending the outcome of the criminal charges.

Case Number: 20093345

Two DPSS employees accessed the LEADER system without a business need to view personal and confidential information in a participant's case record. One of the employees also failed to disclose her personal relationship with the participant, and approved Medi-Cal services that the participant was not eligible to receive. In addition, a third employee failed to follow basic procedures for authorizing participants' Medi-Cal benefits. DPSS intends to give one employee

Summary of Substantiated Cases

a 10-day suspension without pay, and disciplinary actions are pending against the other two employees.

Case Number: 20093346

Two DPSS employees did not follow procedures and falsified documentation when processing an application for expedited Food Stamps for the daughter of a DPSS employee. In addition, the mother of the DPSS client accessed the LEADER system without a business need to view personal and confidential information in her daughter's case record. A Food Stamp overpayment of \$155 was recovered from the client. DPSS indicated that disciplinary actions are pending.

Case Number: 20093399

A DPSS employee did not report to the Department that she was a Medi-Cal and California Work Opportunities and Responsibilities to Kids (CaWORKs) participant. In addition, the employee accessed the LEADER system without a business need to view personal and confidential information in three participants' case records and her own case record. DPSS indicated that disciplinary action is pending.

Case Number: 20093582

A DPSS employee accessed the LEADER system and Client Index Numbers without a business need to view personal and confidential information in several participants' case records. DPSS intends to give the employee a five-day suspension without pay.

Case Number: 20093808

A DPSS employee accessed the LEADER system without a business need to view personal and confidential information in a participant's (employee's relative) case record. In addition, the employee did not disclose, as required by Department Policy, that the participant-relative lives with her. DPSS indicated that disciplinary action is pending.

Case Number: 20094013

A DPSS employee did not report that she was an IHSS provider to her mother, and exceeded the County's 24-hour per week outside employment limit. The employee also provided false medical certificates extending her medical leave for three months. DPSS intends to give the employee a 30-day suspension without pay.

Case Number: 20094021

A DPSS employee exceeded the County's 24-hour per week limit for outside employment. DPSS indicated that the employee received a reprimand.

Case Number: 20104672

A DPSS employee accessed the LEADER system without a business need to view personal and confidential information in a participant's (employee's relative) case record. The employee also instructed staff to access her relative's LEADER record, and to conduct her personal errands during County work hours. The employee also solicited loans from staff and discussed a confidential internal investigation with them. In addition, the employee expedited the approval of Homeless Prevention benefits for her relative. DPSS intends to discharge the employee.

Case Number: 20104722

A DPSS employee used his assigned County computer and Internet access for non-County related purposes. DPSS indicated that disciplinary action is pending.

Case Number: 20104791

A DPSS employee did not report her outside employment as an IHSS provider. The employee retired.

Case Number: 20104843

Two DPSS employees accessed the LEADER system to view the personal and confidential information in two participants' case records. DPSS indicated that disciplinary actions are

Summary of Substantiated Cases

pending.

Case Number: 20104892

A DPSS employee submitted two fraudulent medical certificates excusing her from 44 days of work. DPSS indicated that reimbursement to the County and disciplinary action are pending.

Case Number: 20104893

A DPSS employee did not report that she resides with family members who are also benefit participants, and has had previous unreported periods of family member-participants residing with her. In addition, the employee accessed the LEADER system without a business need to view personal and confidential family member-participants' case records. The DPSS employee also utilized one family member-participant's Electronic Benefit Transfer card to purchase food for an office cultural celebration and requested and received cash reimbursement for the food purchase from funds raised through employee contributions toward the celebration. DPSS indicated that disciplinary action is pending.

Case Number: 20104914

A DPSS employee accessed the LEADER system without a business need to view the personal and confidential information in a participant's (employee's daughter) case record. DPSS indicated that the employee received a 10-day suspension without pay.

Case Number: 20104915

Two DPSS employees accessed the LEADER system without a business need to view the personal and confidential information in a participant's case record. DPSS indicated that disciplinary actions are pending.

Case Number: 20104955

A DPSS employee accessed the LEADER system and Medi-Cal Eligibility Data System (MEDS) without a business need to view the personal and confidential information in a participant's (employee's relative) case record. DPSS indicated that the employee received a five-day suspension without pay.

Case Number: 20104982

A DPSS employee accessed the LEADER system without a business need to view personal and confidential information in two participants' case records. In addition, the employee failed to disclose that she lived with one of the participants, a violation of Department policy. DPSS indicated that the employee received a 15-day suspension without pay.

Case Number: 20104996

A DPSS employee accessed the LEADER system without a business need to view personal and confidential information in a participant's (employee's relative) case records. DPSS indicated that the employee received a seven-day suspension without pay.

Case Number: 20105007

A DPSS employee posted an inappropriate picture on his assigned County computer. DPSS indicated that disciplinary action is pending.

Case Number: 20105022

A DPSS employee accessed the LEADER system without a business need to view personal and confidential information in a participant's case record. In addition, the employee did not disclose that she lived with the participant. DPSS indicated that disciplinary action is pending.

Case Number: 20105046

A DPSS employee accessed the LEADER system without a business need to view personal and confidential information in a participant's case record. DPSS indicated that disciplinary action is pending.

Case Number: 20105048

A DPSS employee used his assigned County computer and Internet access for non-County

Summary of Substantiated Cases

related purposes. DPSS indicated that disciplinary action is pending.

Case Number: 20105050

A DPSS employee used his County assigned computer and Internet access for non-County related purposes. In addition, the employee did not disclose his outside employment, as required by Department policy. DPSS indicated that disciplinary action is pending.

Case Number: 20105052

A DPSS employee used his County assigned computer and Internet access for non-County related purposes. In addition, the employee did not disclose his outside employment, as required by Department policy. DPSS indicated that disciplinary action is pending.

Case Number: 20105066

A DPSS employee accessed the LEADER system without a business need to view personal and confidential information in a participant's case record. DPSS indicated that disciplinary action is pending.

Case Number: 20105067

A DPSS employee claimed five-and-one-half overtime hours that she did not work. DPSS indicated that disciplinary action is pending.

Case Number: 20105092

A DPSS employee accessed the LEADER system without a business need to view her own personal and confidential case record. DPSS indicated that the employee received a 10-day suspension without pay.

Case Number: 20105093

A DPSS employee did not report to the Department that she resides with her mother, who is a DPSS participant, and that the employee is an authorized representative for her mother's Medi-Cal case. In addition, the employee accessed the LEADER system without a business need to view the personal and confidential information in her mother's case record. DPSS indicated that disciplinary action is pending.

Case Number: 20105095

A DPSS employee accessed the LEADER system without a business need to view personal and confidential information in a participant's case record. DPSS indicated that the employee received a 10-day suspension without pay.

Case Number: 20105122

A DPSS employee accessed the LEADER system without a business need to view personal and confidential information in two participants' case records. In addition, the employee did not report to the Department, as required, that she received foster care benefits. DPSS indicated that disciplinary action is pending.

Case Number: 20105131

A DPSS contract security service employee was observed reading while at her post. The security service company issued their employee an infraction and a verbal warning.

Case Number: 20105137

A DPSS employee accessed the LEADER and MEDS systems without a business need to view personal and confidential information in a participant's case records. DPSS indicated that disciplinary action is pending.

Case Number: 20105144

Two DPSS employees accessed the LEADER system without a business need to view personal and confidential information in a participant's case record. DPSS indicated that disciplinary actions are pending.

Case Number: 20105156

A DPSS employee accessed the LEADER system without a business need to view personal

Summary of Substantiated Cases

and confidential information in a participant's case records. DPSS indicated that disciplinary action is pending.

Case Number: 20105198

A DPSS employee accessed the LEADER system without a business need to view personal and confidential information in a participant's (employee's relative) case record. DPSS indicated that disciplinary action is pending.

Case Number: 20115219

A DPSS employee posted derogatory statements on his personal blog and transmitted an inappropriate e-mail about another employee, in violation of DPSS e-mail policy. DPSS indicated that the employee received a reprimand.

Case Number: 20115247

A DPSS employee was excessively tardy to work. DPSS indicated that the employee was counseled.

Case Number: 20115322

Two amusement park tickets (valued at \$92) purchased by DPSS employees as part of a charitable giving campaign, were discovered missing during transit to a local office. The individual responsible for the missing tickets could not be determined. In the future, DPSS will use transmittals to document accountability for amusement park tickets.

Total Cases Referred To, Investigated and Substantiated By Other Departments: 96

TOTAL NUMBER OF SUBSTANTIATED CASES JANUARY 1, 2011 – JUNE 30, 2011: 116



Los Angeles County Fraud Hotline
Disciplinary and/or Corrective Actions Resolved
As of June 30, 2011

Attachment III

CASE NUMBER	SUBSTANTIATED CASE SUMMARIES	DISCIPLINARY AND/OR CORRECTIVE ACTION TAKEN
Office of the Assessor (Assessor)		
20094135	An Assessor employee inappropriately charged a property owner \$1,200 to transfer ownership of two properties to the property owner's relative without any legal basis. The employee also did not disclose her paralegal/notary business to the Department. The case was referred to the District Attorney (DA) for possible criminal prosecution. The employee resigned in lieu of discharge.	DA rejected the case for possible criminal prosecution.
Department of Children and Family Services (DCFS)		
20071978	A DCFS employee admitted she accessed the Child Welfare Services/Case Management System (CWS/CMS) to view the personal and confidential information in two participants' case records without authorization.	DCFS indicated that the employee received a five-day suspension without pay.
20071989	A DCFS employee used his assigned County computer and Internet access to conduct personal business and failed to report his outside employment.	DCFS indicated that the employee received a five-day suspension without pay.
20082539	A DCFS employee inappropriately used County postage to mail Department informational literature to her relatives.	DCFS indicated that the employee received a five-day suspension without pay.
20082572	A DCFS employee worked at her outside employment while on sick leave and did not report the outside employment to her Department. In addition, the employee continued to provide her ex-husband with medical insurance through the County.	DCFS indicated that disciplinary action was not taken after consulting with County Counsel.
20082650	A DCFS employee did not report, as required, to the Department that she was involved in an accident and was arrested for driving under the influence (DUI) during non-County work hours. The employee also falsely reported to the Department that she was arrested for a probation violation after she was arrested a second time for DUI during non-County work hours. The employee was assigned to desk duty and disciplinary action is pending.	DCFS indicated that disciplinary action was not taken and the employee was referred to the Employee Assistant Program.
20082744	A DCFS employee entered falsified home visits with clients in the CWS/CMS and did not disclose her outside business to the Department.	DCFS indicated that the employee received a 30-day suspension without pay.

CASE NUMBER	SUBSTANTIATED CASE SUMMARIES	DISCIPLINARY AND/OR CORRECTIVE ACTION TAKEN
20083037	A DCFS employee violated Department policy by failing to complete her timecard accurately and failing to submit her completed field itineraries.	DCFS indicated that the employee was placed on a repayment plan.
20083126	A DCFS supervisor did not properly accommodate an employee for his temporary work restriction.	DCFS erroneously substantiated the case; however, OAAC determined that the employee was not at fault. DCFS indicated that disciplinary action was not taken.
20083201	A DCFS employee worked for another County department while on disability leave from his County position. Another DCFS employee altered a County warrant and W-2 form and used the documents to apply for a real estate loan.	DCFS indicated that one employee received a three-day suspension without pay upon her return from leave and the other employee was reassigned.
20093412	Three DCFS employees accessed the CWS/CMS system to view the personal and confidential information in a client's case records without authorization.	DCFS indicated that the three employees each received a letter of reprimand.
20093480	Two DCFS employees accessed the CWS/CMS system to view the personal and confidential information in a client's case records without authorization.	DCFS indicated that one employee received a five-day suspension without pay and the other employee received a 15-day suspension without pay.
20093557	A retired DCFS employee was rehired and continued to receive Los Angeles County Employee Retirement Association benefits.	DCFS indicated that the employee was discharged.
20093617	A DCFS employee falsified her field itinerary reports, did not comply with departmental policies and procedures regarding proper documentation of child visitations and did not perform the required visits to her clients.	DCFS indicated that the employee was discharged.
20093723	A DCFS employee inappropriately used DCFS letterhead to mail a letter to the City of Los Angeles Parking Violations Bureau in attempt to avoid a parking citation and forged her supervisor's signature on the letter. The employee also falsely claimed she was on official County business when the parking violation occurred.	DCFS indicated that the employee retired.

CASE NUMBER	SUBSTANTIATED CASE SUMMARIES	DISCIPLINARY AND/OR CORRECTIVE ACTION TAKEN
20093736	A DCFS employee falsified a physician's note in order to use sick leave while he was on vacation.	DCFS indicated that the employee was counseled.
20093762	A County laptop computer was stolen from a DCFS employee's unlocked vehicle, which was parked at her residence. The Department intends to charge the employee \$500 to replace the computer because she failed to properly secure it.	DCFS indicated that the employee received a letter of reprimand.
20093783	A DCFS employee failed to exercise sound judgment when she identified herself as a DCFS employee while delivering proof of service documents to a County office on a personal matter.	DCFS indicated that the employee received a 15-day suspension without pay.
20093846	A DCFS employee engaged in inappropriate and unprofessional behavior during an interview with a juvenile client.	DCFS indicated that the employee was discharged.
20093926	A DCFS employee created a conflict of interest when he misrepresented himself as a psychologist to the Court and a law enforcement officer in order to visit his relative, who was an inmate in Court lockup.	DCFS indicated that the employee was counseled.
20093969	A DCFS employee used his assigned County computer and Internet access to view sexually explicit images. After the Department cancelled his Internet access, the employee continued to use his assigned County computer to view sexually explicit images from personal diskettes and USB flash drive media.	DCFS indicated that the employee received a 30-day suspension without pay.
20094055	A DCFS employee inappropriately accessed the CWS/CMS system to view the personal and confidential information in her relative's case records without authorization.	DCFS indicated that the employee received a letter of reprimand.
20104376	A DCFS employee was arrested on drug and weapons charges at her residence. The DA did not file criminal charges. The employee violated Departmental conduct rules.	After further review, DCFS determined that the employee did not violate Departmental conduct rules; therefore, disciplinary action was not taken. The DA did not file criminal charges.
20104377	A DCFS employee accessed the CWS/CMS system to view the personal and confidential information in her relative's case records without authorization.	DCFS indicated that the employee received a letter of reprimand.
20104423	A DCFS employee used their County issued cell phone to make 1,977 personal calls while on a six-month medical leave.	DCFS indicated that the employee reimbursed the department \$2,004 for personal calls.

CASE NUMBER	SUBSTANTIATED CASE SUMMARIES	DISCIPLINARY AND/OR CORRECTIVE ACTION TAKEN
20104631	A DCFS employee violated Countywide and Departmental policies by using their County assigned computer to solicit business for their outside employment practice.	DCFS indicated that the employee received a letter of reprimand.
20093824	A DCFS employee used her assigned County cellular phone to make over 4,000 personal calls during a nine-month period.	DCFS indicated that no action was required after the employee agreed to reimburse the department \$136 for personal calls.
20093806	Thirteen DCFS employees accessed the LEADER system to view the personal and confidential information in a participant's case records without authorization.	DCFS indicated that one employee received a five-day suspension without pay and twelve employees each received a letter of reprimand.
20093882	Two DCFS employees used their assigned County computers and e-mail accounts for personal business, abused their work hours and violated the DCFS' confidentiality and ethics policy.	DCFS indicated that one employee received a five-day suspension without pay and the other employee received a letter of reprimand.
20094231	A DCFS manager did not properly document contact information on the Child Welfare Services/Case Management System (CWS/CMS) system for related home visits. In addition, the manager created a conflict of interest by engaging in relationships with former DCFS clients.	DCFS indicated that the employee received a 30-day suspension without pay.
20094233	A DCFS employee failed to exercise sound judgment when she inadvertently sent confidential medical information via e-mail to her entire staff.	DCFS indicated that the employee received a three-day suspension without pay.
20104291	A DCFS employee accessed the CWS/CMS system to view the personal and confidential information in her foster children's case records without authorization. The employee also used her assigned County computer and e-mail account to send non-County related correspondence.	DCFS indicated that the employee received a 30-day suspension without pay pending the employee's return to work from medical leave.
20104352	A DCFS employee used her assigned County computer and Internet access to conduct non-County related business during work hours.	DCFS indicated that the employee received a 15-day suspension without pay.

CASE NUMBER	SUBSTANTIATED CASE SUMMARIES	DISCIPLINARY AND/OR CORRECTIVE ACTION TAKEN
20104372	A DCFS employee accessed the CWS/CMS system to view the personal and confidential information in a participant's case records without authorization. The employee also used her County computer and Internet access to conduct non-County related business during work hours.	DCFS indicated that the employee received a 20-day suspension without pay.
20104392	A DCFS temporary employee assaulted a Los Angeles School Police Safety Officer.	DCFS indicated that the temporary employee was released.
20104416	A DCFS employee did not perform her job duties in a timely manner due to using her County assigned computer and Internet access for non-County related business during work hours.	DCFS indicated that the employee received a warning.
20104440	Two DCFS employees accessed the CWS/CMS system to view the personal and confidential information in a participant's case records without authorization.	DCFS indicated that both employees each received five-day suspensions without pay.
20104614	A DCFS employee unnecessarily and inappropriately made physical contact with her subordinate while discussing a County work-related issue.	DCFS indicated that both employees received 30-day suspensions without pay.
20104618	A DCFS supervisor did not report an allegation of workplace violence to the Chief Executive Office, Office of Risk Management, as required.	DCFS erroneously substantiated the case. Subsequently, DCFS determined that the employee was not at fault and disciplinary action was not taken.
20104662	A DCFS employee accessed the CWS/CMS system to view the personal and confidential information in a client's case records without authorization.	DCFS indicated that the employee received a five-day suspension without pay.
20104664	Three DCFS employees used their assigned County computers and e-mail accounts to send non-County related e-mails to each other.	DCFS indicated that the three employees each received a warning.
20104902	A DCFS employee did not disclose her divorce and kept her ex-husband on her medical benefits for two years. In addition, the employee has abandoned her job by failing to report to work and to respond to requests for interactive meetings.	DCFS determined that the employee did not abandon her job and disciplinary action was not taken.

CASE NUMBER	SUBSTANTIATED CASE SUMMARIES	DISCIPLINARY AND/OR CORRECTIVE ACTION TAKEN
20104909	Two DCFS employees engaged in inappropriate off-the-job conduct and failed to exercise sound judgment.	DCFS erroneously substantiated the case; however, DCFS determined that there was no nexus between the employees' conduct and the department's operation. DCFS indicated that disciplinary actions for both employees were not taken.
Child Support Services Department (CSSD)		
20093892	A CSSD employee used his assigned County computer and Internet access for non-County related business during work hours.	CSSD indicated that the employee received a letter of reprimand.
20104256	A CSSD employee used her assigned County computer and Internet access for non-County related business use during work hours.	CSSD indicated that the employee received a letter of reprimand.
Fire Department (Fire)		
20093256	A Fire employee used her assigned County computer and Internet access for non-County related business. The employee also shared the password to her computer with another employee.	Fire indicated that the employee received a three-day suspension without pay.
20093520	A Fire employee inappropriately received an out-of-class bonus and another employee was inappropriately promoted. The Department of Human Resources (DHR) has recommended rescinding both the bonus and the promotion, and Fire is working with DHR to implement mutually agreeable corrective actions.	Fire indicated that one employee's Out-of-Class Bonus was discontinued and the other employee's promotion was rescinded.
20093589	A Fire employee used his assigned County computer and Internet access to view sexually explicit material and used his County e-mail account to send offensive material to co-workers.	Fire indicated that the employee resigned for personal reasons.
20093946	A Fire employee used plagiarized material in ten articles he submitted under his own name to a fire industry magazine.	Fire indicated that the employee received a Notice of Instruction.
20104735	A Fire employee was paid for a full-day of work that she assisted at a charity event, which should not have been a County-related paid day. Also, the employee's supervisor approved 12 hours of overtime for the employee to perform tasks related to the charity event.	Fire indicated that both employees each received a letter of reprimand.

CASE NUMBER	SUBSTANTIATED CASE SUMMARIES	DISCIPLINARY AND/OR CORRECTIVE ACTION TAKEN
Department of Health Services (DHS)		
20061135	A DHS contract agency incorrectly billed the County for services totaling \$162,000.	DHS indicated that the \$162,000 overpayment was repaid.
20071801	A DHS physician and a County contract physician inappropriately issued prescription drugs to a DHS employee who was not a registered County patient and failed to maintain adequate medical records for the employee. The DHS employee inappropriately received free medication valued at \$148. The Department released the County contract physician and intends to place the physician on the "Do Not Send" list to prevent DHS from rehiring the physician.	DHS indicated that the County physician received a 20-day suspension without pay and the employee retired before the department could take disciplinary action.
20082653	A DHS employee used her assigned County computer and e-mail account to send inappropriate, non-County related e-mails to other County employees. Fifty additional employees were identified who sent non-County related e-mails. One employee received a letter of reprimand and disciplinary actions are pending for seven employees. All employees received a copy of the Department's Acceptable Use and Sexual Harassment Policies.	DHS indicated that one employee received a seven-day suspension without pay; one employee received a five-day suspension without pay; one employee received a letter of reprimand; and four employees received a letter of warning.
20093906	A DHS manager falsely claimed that she discussed a Performance Evaluation (PE) with an employee, violating the DHS' PE policy.	DHS indicated that the manager received a letter of reprimand.
Department of Human Resources (DHR)		
20094072	A Department of Human Resources (DHR) manager violated Civil Service Rules by failing to canvass an existing certification list and appointing a candidate who was not on that list.	DHR indicated that the employee was counseled.
Internal Services Department (ISD)		
20083240	An ISD employee was overpaid \$472 on her mileage claims after she miscalculated mileage and claimed mileage for days she did not work. The employee was counseled.	ISD indicated that reimbursement is in place through payroll deductions.
Department of Parks and Recreation (Parks)		
20082334	A Parks employee reported 178.5 hours of regular time and 26.5 hours of overtime during a 10-month period that was not documented on the facility's sign in/out log, and he failed to consistently sign in/out as required. Also, the employee and his supervisor both failed to report a change in their relationship after the employee became the supervisor's son-in-law.	Parks indicated that two employees received five-day suspensions without pay.

CASE NUMBER	SUBSTANTIATED CASE SUMMARIES	DISCIPLINARY AND/OR CORRECTIVE ACTION TAKEN
20093930	A Parks supervisor did not properly verify employee timecards before approving them.	Parks indicated that the employee was counseled.
20093955	A Parks employee did not sign in/out on the attendance log book, as required, which made it impossible to confirm the regular and overtime hours the employee claimed on his timecards. In addition, the supervisor allowed this activity to continue. Parks indicated that the supervisor was reminded of their attendance policy.	Parks indicated that the employee received a three-day suspension without pay.
Probation Department (Probation)		
20082977	A Probation employee did not sign in/out on the Department's attendance log, claimed eight hours worked on a day she was absent and claimed 71 hours of overtime that she did not work.	Probation indicated that the employee received a letter of warning.
20094037	A Probation meal ticket program audit found collections of \$312 and 125 tickets were missing. The responsible employee(s) could not be identified due to internal control weaknesses.	Probation indicated that the employee received a five-day suspension without pay.
20082866	Two Probation employees abused their work hours and did not report actual time worked on their timecards. The Department intends give one employee a 15-day suspension and disciplinary action is pending for the other employee.	Probation indicated that one employee was counseled and the other employee received a 20-day suspension without pay.
20093799	A Probation employee installed software designed to duplicate copyrighted videos on a County computer.	The employee was discharged.
20093847	A Probation employee inappropriately downloaded media using his assigned County computer and Internet access.	Probation indicated that the employee received a three-day suspension without pay.
Department of Public Social Services (DPSS)		
20083159	Two related DPSS employees accessed the LEADER system to view the personal and confidential information in the case records of their relatives. In addition, the employees failed to report to the Department that a DPSS participant lived with them for several months. One employee received a 20-day suspension.	DPSS indicated that the other employee received a 20-day suspension without pay.
20093312	A DPSS employee inappropriately changed the Medi-Cal aid code in a participant's case record, resulting in the participant receiving increased Medi-Cal benefits for two months. The Medi-Cal aid code was corrected.	DPSS subsequently determined that the employee appropriately changed the Medi-Cal code and no overpayment was made.

CASE NUMBER	SUBSTANTIATED CASE SUMMARIES	DISCIPLINARY AND/OR CORRECTIVE ACTION TAKEN
20093587	A DPSS employee accessed the LEADER system to view the personal and confidential information in a participant's case records without authorization.	DPSS indicate that the employee received a 10-day suspension without pay.
20093912	A DPSS employee accessed the LEADER and Medi-Cal Eligibility Data System (MEDS) systems to view the personal and confidential information in a participant's case records without authorization. The employee also did not report her outside employment and exceeded the 24-hour per week limit on outside employment.	DPSS indicated that the employee received a 20-day suspension without pay.
20093914	A DPSS employee exceeded the 24-hour per week limit on outside employment for a two and a half year period.	DPSS indicated that the employee received a five-day suspension without pay.
20094177	A DPSS employee failed to report her outside employment activities. The employee submitted an updated declaration of outside employment.	DPSS indicated that the employee received a warning.
20083118	A DPSS employee fraudulently cashed In-Home Supportive Services (IHSS) payment checks totaling \$1,274. The employee pled guilty to felony grand theft.	DPSS indicated that the employee was discharged.
20093645	A DPSS employee conducted herself in an unprofessional and inappropriate manner in the workplace.	DPSS indicated that the employee received a five-day suspension without pay.
20094105	A DPSS employee regularly used his assigned County computer and Internet access to view non County related websites while on County time.	DPSS indicated that the employee received a 10-day suspension without pay.
20094184	A DPSS employee used the LEADER system to view the personal and confidential information in a participant's case records without authorization. In addition, the employee also enrolled a participant in her County benefit plan.	DPSS indicated that the employee received a 15-day suspension without pay.
20094192	A DPSS employee engaged in a personal relationship with a participant and did not report it to the Department, as required. The employee also accessed the LEADER system to view the personal and confidential information in the participant's case records without authorization.	DPSS indicated that the employee received a 10-day suspension without pay.
20104424	Three DPSS employees used counterfeit parking permits to park in a County lot. The counterfeit parking permits were confiscated. Two employees received a five-day suspension.	DPSS indicated that the other employee received a 15-day suspension without pay.
20104558	A DPSS employee submitted five fraudulent medical certificates excusing him for 123 days of work.	DPSS indicated that the employee was discharged.

CASE NUMBER	SUBSTANTIATED CASE SUMMARIES	DISCIPLINARY AND/OR CORRECTIVE ACTION TAKEN
20104588	A DPSS employee used her County equipment for personal use. The employee also failed to disclose her outside employment to the Department.	DPSS indicated that the employee received a five-day suspension without pay.
20104597	A DPSS employee did not report his outside employment to the Department and exceeded the County's 24-hour per week limit for outside employment.	DPSS indicated that the employee received a five-day suspension without pay.
20104620	A DPSS employee accessed the LEADER system to view and print the personal and confidential information in two participants' case records without authorization.	DPSS indicated that the employee received a 20-day suspension without pay.
20104624	A DPSS employee used her assigned County computer, e-mail account, and Internet access to conduct non-County related business.	DPSS indicated that the employee received a reprimand.
20104633	A DPSS employee submitted 17 fraudulent medical certificates excusing her for 602 days of work. The case was referred to the DA for possible criminal prosecution.	DPSS indicated that the employee resigned.
20104670	Two DPSS employees used their assigned County computers and Internet access to continuously stream Internet content and access websites for non-County related business reasons. The two employees also used their e-mail accounts to send and receive non-County related e-mails.	DPSS indicated that both employees each received a five-day suspension without pay.
20104709	A DPSS employee wrote and negotiated a check for \$1,200 from the account of one of his clients. The employee claimed the client instructed him to write the check as reimbursement for household items the employee bought for the client.	DPSS indicated that the employee was discharged.
20104797	A DPSS employee did not report living with an IHSS participant to her Department.	DPSS indicated that the employee received a warning.
20104802	A DPSS employee did not report that her parents, who are IHSS/Medi-Cal participants, live with her. The employee also accessed MEDS to view her mother's Medi-Cal case records and released the information to her doctor.	DPSS indicated that the employee received a 10-day suspension without pay.
Department of Public Works (DPW)		
20103754	A DPW employee used her assigned County computer, Internet access, and Lexis/Nexis privileges for non-County related business use.	DPW indicated that the employee received a 30-day suspension without pay.



Los Angeles County Fraud Hotline
Disciplinary and/or Corrective Action Pending
As of June 30, 2011

Attachment IV

CASE NUMBER	SUBSTANTIATED CASE SUMMARIES	STATUS OF DISCIPLINARY AND/OR CORRECTIVE ACTION	Number of Days Outstanding
Office of the Assessor (Assessor)			
20104337	A private property owner made renovations to her property without reporting the improvements to the Assessor. The Assessor increased the assessed value by \$1.1 million and assessed prior years' property taxes of \$44,000. The property owner has paid \$31,000 and payment of the remaining \$13,000 is pending.	Assessor indicated that a payment of the remaining \$13,000 is pending.	233
Department of Children and Family Services (DCFS)			
20082908	A DCFS employee inappropriately received a \$1,918 reimbursement for damage to her vehicle sustained in an accident that did not occur during County work hours. The Department changed its procedures to require employees to submit their time records along with damage claims.	Disciplinary action and restitution are pending the employee's return from leave of absence.	758
20093538	A DCFS employee accessed the CWS/CMS system to view the personal and confidential informant in participants' case records without authorization.	Disciplinary action is pending the employee's return from leave of absence.	762
20094006	A DCFS employee did not disclose her criminal conviction on her County employment application.	Disciplinary action is pending the employee's return from leave of absence.	555
Coroner Department (Coroner)			
20104652	A Coroner employee misused his assigned County computer and e-mail account to send several inappropriate emails.	Disciplinary action is pending.	261
Fire Department (Fire)			
20093406	A Fire employee was overpaid \$4,609 after he falsely reported 150 hours worked when he was actually on vacation. The employee also used his assigned County computer; Internet access and e-mail account to conduct his outside employment, and failed to report his outside employment for five years. In addition, the employee accrued \$252 in unreimbursed charges when he used his assigned County cellular telephone for non-County related business. The employee also failed to pay a \$160 parking citation he received while using his assigned County vehicle.	The employee retired and the benefits overpayment of \$4,609 was paid in full. However, the cell phone charges and parking citation are pending.	282

CASE NUMBER	SUBSTANTIATED CASE SUMMARIES	STATUS OF DISCIPLINARY AND/OR CORRECTIVE ACTION	Number of Days Outstanding
20104498	A Fire manager gave a contractor inside bid information, failed to follow the County competitive bidding process when he awarded the contract, and did not obtain Board approval for change orders to the contract. Also, the manager and a subordinate circumvented the County's contracting and purchasing guidelines when they acquired fixed assets. The manager inappropriately socialized with consultants and vendors that had active contracts. The Fire manager is no longer with the County.	Disciplinary action is pending.	184
20104705	A Fire manager allowed a subordinate employee to work excessive overtime and to attend school during work hours. The subordinate employee also admitted to creating his own verification of employment letter when he was appointed. The manager allowed two other employees to take their assigned County vehicles home and inappropriately authorized a fourth employee to work an out-of-class assignment although he lacked the minimum qualifications. One employee was removed from the out-of-class position and two employees were instructed to discontinue taking their County vehicles home. Fire indicated that the manager is no longer with the County.	Disciplinary action is pending.	190
Department of Health Services (DHS)			
20082704	Two DHS employees claimed full shifts worked on their timecards for three and four days they did not work, respectively. In addition, 15 discrepancies were found for eight other employees who reported more hours worked on their timecards than what was indicated on their sign-in sheets.	DHS indicated that disciplinary action is pending for one supervisor. The other employees, including the other supervisor, received a Letter of Determination and/or Notice of Expectation. Timecard corrections were made.	534
20093539	A DHS employee signed patients' names on nine Medi-Cal application forms in order to expedite the ordering of equipment and supplies for the patient.	Disciplinary action is pending.	539
20093564	A DHS employee fraudulently diverted 419 prescriptions on the pharmacy system using 67 patient records and at least one password was compromised. There was no evidence the patients should have received the medications. The patient pharmacy records were corrected. One employee was reassigned to restrict his access to patient information and pharmacy employees have been required to change their passwords. The Sheriff determined that insufficient evidence exists to file criminal charges against any employee.	DHS indicated that the case is under review by County Counsel (CC) and DHR Advocacy Unit and disciplinary action is pending.	478

CASE NUMBER	SUBSTANTIATED CASE SUMMARIES	STATUS OF DISCIPLINARY AND/OR CORRECTIVE ACTION	Number of Days Outstanding
20093580	Eighteen DHS employees accessed the LEADER and MEDS systems to view the personal and confidential information in a DPSS participant's case records without authorization. Also, 11 of the 18 DHS employees violated Department policy by failing to keep their LEADER and MEDS passwords secure, or by sharing their passwords.	DHS indicated that seven employees received suspensions and disciplinary actions without pay are pending for the remaining employees.	611
20093558	A DHS employee recorded full shifts worked for days she was absent. The Department is determining the amount of restitution.	Disciplinary action is pending.	352
20094190	A DHS employee conducted outside employment activities during work hours and did not disclose his outside employment. In addition, the employee's timecards did not accurately reflect actual hours worked.	DHS indicated that the case is under CC review and disciplinary action is pending.	276
20104666	A DHS employee used her assigned County computer and several other County computers to conduct personal business.	Disciplinary action is pending.	247
Department of Mental Health (DMH)			
20082548	Two DMH employees and one manager used their assigned County computers and e-mail accounts to send and receive inappropriate, non-County related material including pictures, chain letters, etc.	Disciplinary actions are pending.	451
20094200	A DMH employee used her assigned County computer and Internet access for non-County related business use during work hours.	Disciplinary action is pending.	349
Department of Parks and Recreation (Parks)			
20093694	A Parks supervisor took home County equipment for personal use and allowed other employees to take home equipment for personal use. Most of the equipment was returned to Parks; however, the Department determined a public address system and a camcorder are unaccounted for.	Disciplinary action is pending.	385
Probation Department (Probation)			
20104538	A Probation employee used his assigned County computer and e-mail account to send non-work related e-mails to other County employees.	Disciplinary action is pending.	210
Department of Public Social Services (DPSS)			
20094015	A DPSS employee did not report outside employment as an IHSS provider and exceeded the 24-hour per week limit on outside employment.	Disciplinary action is pending.	471
20093910	A DPSS employee accessed the Medi-Cal Eligibility Data System (MEDS) to obtain the personal and confidential information in a participant's case records without authorization and gave the information to a DCFS employee.	Disciplinary action is pending.	503

CASE NUMBER	SUBSTANTIATED CASE SUMMARIES	STATUS OF DISCIPLINARY AND/OR CORRECTIVE ACTION	Number of Days Outstanding
20104788	A DPSS employee did not report her outside employment activities as an IHSS provider for her son, a General Relief participant, to the Department and exceeded the County's 24-hour per week limit for outside employment. In addition, the employee accessed the MEDS system to view the personal and confidential information in a participant's case records without authorization. The employee is no longer an IHSS provider for her son.	Disciplinary action is pending.	268
20104793	A DPSS employee did not report her outside employment as an IHSS provider to the Department and also failed to report that she lives with an IHSS participant.	Disciplinary action is pending.	275
20104800	A DPSS employee did not report her outside employment as an IHSS provider to her Department.	Disciplinary action is pending.	254