

Quarterly Report

2nd Quarter

April 1, 2023 – June 30, 2023



July 14, 2023

**Ellen Ha, Esq., CIG
Inspector General**

Message from the Inspector General



This report contains summaries of investigations we closed during the months of April, May, and June. The report also includes information pertaining to the complaints we received during the quarter and how we have dealt with the complaints, as well as other matters we have handled during the 3-month period.

The end of this quarter also marks the beginning of the third quarter, as well as the beginning of the new Fiscal Year 2024 for all City departments and agencies. So, happy new fiscal year everyone!

Looking back:

In looking back to account for the last 3 months, I am thankful to my staff for their constant professionalism and support for this Office. Without their respective diligence and commitment in what we do, there would be very little to report and to account for the many things we have accomplished during the 2nd quarter.

They remind me every day that I am not alone when carrying out the duties and responsibilities mandated to me by the Charter. They have given me guidance and support when making final determination on behalf of the Office, including when presenting our budget to Council as we anticipate any critical needs for the new fiscal year. As it turns out OIG's budget hearing was not the only hearing we had to appear before Council during this quarter.

On June 12, 2023, we appeared before Council to defend the interim suspensions we issued to a former City contractor and its owner, who had recently applied for prequalification for the City's demolition program under Proposal N. We are happy to report that after the hearing was conducted during a special session, Council upheld the suspensions we issued. It is important to note that while I presented the OIG's position before Council, the presentation itself was a culmination of 5-year worth of investigations and series of meetings with my staff and other local and federal agencies.

During this quarter, we also provided 2 advisement letters to Office of Contracts and Procurement (OCP), at their requests. We also met with representatives from OCP and Human Resources Department to discuss and address potential risks for waste, abuse, fraud, and corruption based on some of our closed investigations.

In the interest of transparency, I would be remiss if I do not inform you that, as our Office grows, we've become targets for lawsuits against the City, including my staff and myself. This too is part of our growing pains as an Office. I understand and respect that not everyone will agree with our findings, however, everyone should know that our findings are made through a rigorous vetting process to ensure they are supported by evidence. This is why our final memorandums and reports are replete with footnotes and/or tables.

It is important to note that we do not make evidence but find them as they are and report them as such.

On a different note, I am also happy to announce that the OIG has a new summer intern, Kendall Nelson, who comes to us from the Eastern Michigan University. We look forward to working with Ms. Nelson.

Lastly, if you have not reviewed the *Good Government* newsletter for Spring 2023 issue, which was published during the 2nd quarter, we recommend that you read and share the newsletter with your colleagues. We also encourage you to lookout for the Summer 2023 edition, as we will be publishing the same sometime during next quarter. Again, please note the newsletter reflects a culmination of work performed by each person in our Office.

Looking forward:

We are hoping to close at least 3 more investigations, if not more, during the next quarter. In addition, we anticipate one of our new staff members will be certified by the Association of Inspectors General sometime in August.

We also hope to have more informal meetings with different departmental representatives and leaders to establish a collaborative working environment. The meeting will also provide us with an opportunity to share and address any questions or concerns or we may have for each other.

Happy new fiscal year!

Introduction

Prior to filing for bankruptcy in 2013, the City of Detroit suffered another negative historic moment in 2008. At the request of the Detroit City Council, then Governor Jennifer Granholm presided over a forfeiture hearing of then Mayor Kwame Kilpatrick, who was criminally charged with public corruption and eventually sentenced to a lengthy prison term.

Shortly thereafter, the 2009 Charter Commission was created to review and recommend certain revisions to the Charter. The people of the City of Detroit later adopted the Commission's recommendations on November 8, 2011, to ensure such negative history does not repeat itself. The 2012 Detroit City Charter therefore contains lessons learned in 2008 and the prior years.

More specifically, the 2012 Charter of the City of Detroit created the Office of Inspector General (OIG); and provided the OIG with independent authority "to ensure honesty and integrity in City government."

Although the creation of the OIG appears to make the Inspector General (IG) omnipotent over all branches of City government and contractors, its powers are limited under the Charter. Specifically, Section 7.5-305 of the Charter limits the jurisdiction of the IG to "the conduct of any Public Servant and City agency, program or official act, contractors and subcontractors . . . business entities . . . and persons" seeking certification or who are participating in "any city programs."

Section 7.5-306 of the Charter further restricts the power and the authority of the IG to "investigate. . . in order to detect and prevent waste, abuse, fraud and corruption;" and to report such matters and/or recommend certain actions be taken in accordance with Sections 7.5-308 and 311. To conduct such investigations, Section 7.5-307 of the Charter provides the IG with the power to subpoena witnesses and evidence; to administer oaths and take testimony of individuals; to enter and inspect premises; and to enforce the same.

The Charter further requires that every public servant, contractor, subcontractor, licensee, applicant for certification to cooperate in the IG's investigation, as failure to do so would subject that person "to forfeiture of office, discipline, debarment or any other applicable penalty." See Section 7.5-310.

To encourage individuals to report "waste, abuse, fraud and corruption," Section 7.5-313 requires all investigative files to be confidential except where production is required by law; and Section 7.5-315 prohibits retaliation against any persons who participate in the IG's investigation. In keeping with due process, Section 7.5-311 of the Charter requires that when issuing a report or making recommendations "that criticizes an official act," the affected party be allowed "a reasonable opportunity to be heard at a hearing with the aid of counsel."

Since all governmental bodies must be held accountable in their role, the Charter requires that the IG issue quarterly reports to the City Council and the Mayor, which shall be made public and published on the City's website. See, Section 7.5-306.

The Detroit Office of Inspector General is a proud and active member of the Association of Inspectors General (AIG). The Association is the professional organization for offices dedicated to government accountability and oversight. The Detroit Office of Inspector General was founded

on the model principals of the Association, and the OIG staff participated in AIG training and received their certification in their area of discipline.

How OIG Complaints Are Resolved

All complaints submitted to the OIG, regardless of the method, are given a complaint number and assigned to an OIG staff member for further review. Based on initial review of the complaint, the Inspector General may:

- 1) Close the complaint and open an investigative file with a new file number;
- 2) Have an OIG employee follow-up with the complainant to obtain additional information pertaining to the complaint; or
- 3) Close the complaint without opening an investigation.

If the Inspector General elects to close the complaint without opening an investigation, one or more of the following actions will be taken:

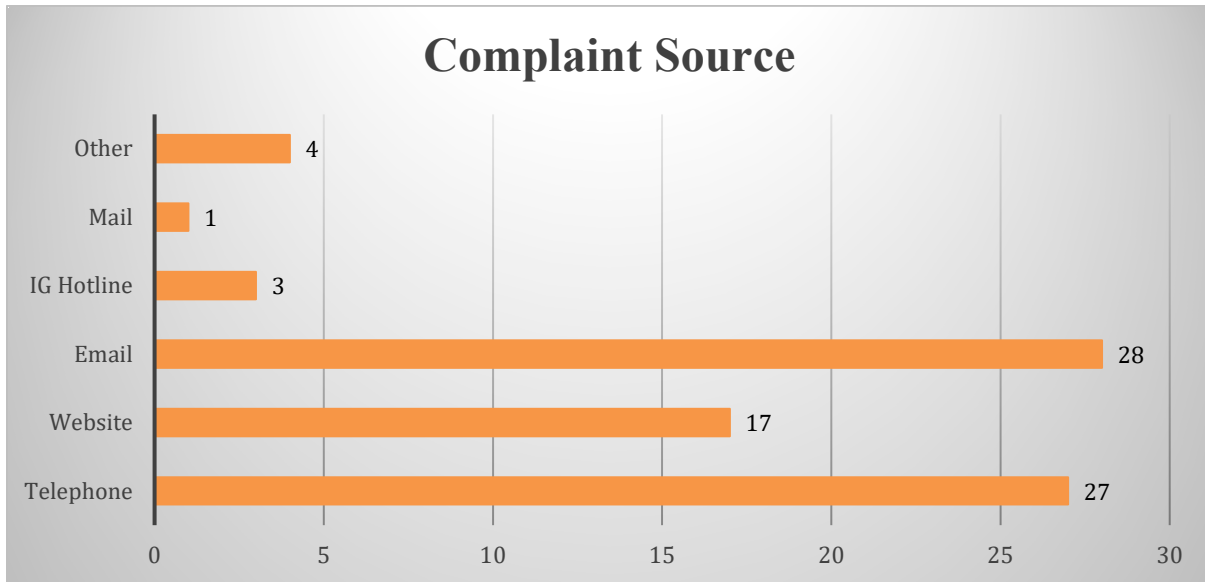
- 1) The OIG will send a letter or an email to the complainant, or call the complainant, stating that we have decided not to investigate your complaint or that we are closing the complaint;
- 2) Refer the complaint to another department, agency, or legal entity, such as the City's Ombudsman's Office, Detroit Police Department, City of Detroit Buildings, Safety Engineering, and Environmental Department, Wayne County Sheriff or Prosecutor's Office, FBI, Michigan Department of Health and Human Services, or a legal aid office; or
- 3) The OIG will close the complaint without notifying the complainant. This usually occurs when the complainant has not left contact information or if the OIG does not believe it is appropriate to contact the complainant¹.

Based on the OIG's historical data, most of the complaints received by the OIG do not result in an investigation. However, every complaint is carefully reviewed before the complaint is closed without additional action or referred to another agency. For more information on how complaints are resolved, please visit www.detroitmi.gov/inspectorgeneral.

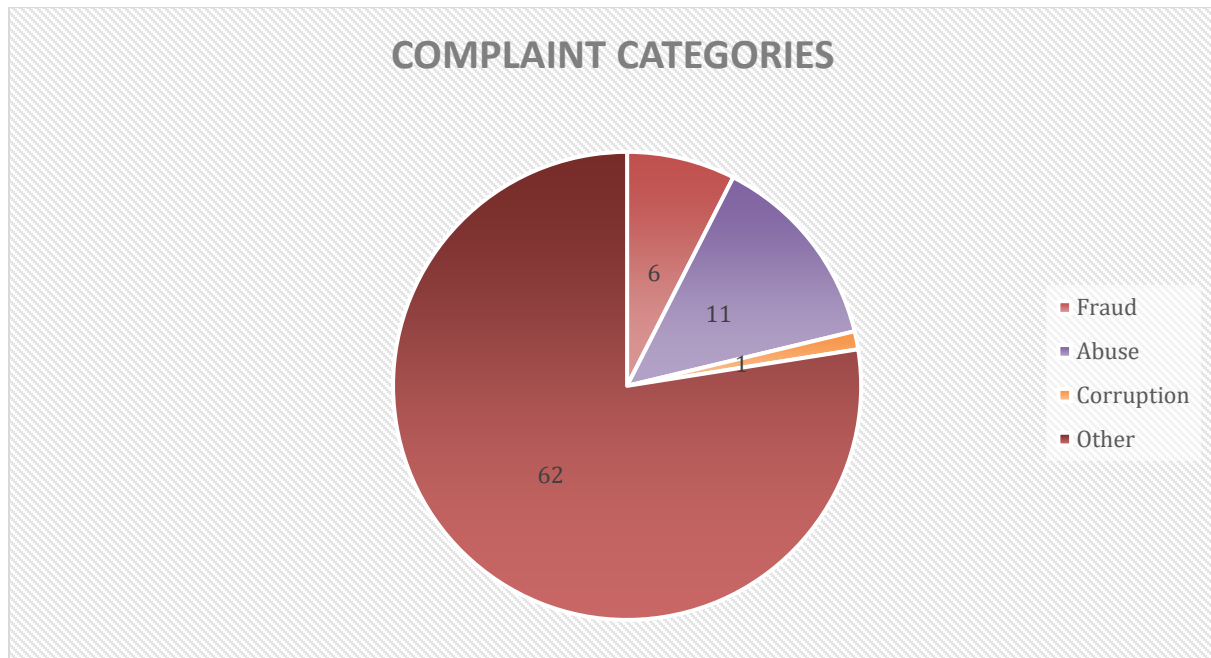
¹ For example, on occasion, two complainants with competing interests will file separate complaints with the OIG. If the OIG has a reasonable suspicion that criminal charges may result from a law enforcement investigation, the OIG will not notify either complainant before referring the case and closing it.

2023 2nd QUARTER COMPLAINT STATISTICS (April 1, 2023 – June 30, 2023)

Sources of Complaints Received by the OIG in the 2nd Quarter



Categories of Complaints Received by the OIG in the 2nd Quarter



How Complaints Were Resolved by the OIG in the 2nd Quarter

Complaints Pending Prior to Quarter	14
Complaints Received During the Quarter	80
Total	94
Open investigative files	6
Open audit files	0
Pending	4
Referral	37
Decline investigation (No Action)	46
Associated with a Prior Investigation or Complaint (Declined)	1
Total	94

The statistics above show the OIG actively worked on 94 complaints this quarter. By the end of the quarter, 43 of the 94 complaints were resolved by either opening a new investigation or referring the matter to the appropriate agency for investigation. The OIG declined to investigate 47 of the 94 complaints. As of June 30, 2023, the OIG still had 4 complaints pending.

How OIG Investigations Are Conducted and Resolved

The OIG may initiate an investigation based on information received in the complaint or on its own initiative.

An investigation is initiated when an Investigative File is opened and an auditor(s) and/or investigator(s) is/are assigned to the file.

An investigation would generally involve one or more of the following:

- 1) Interview of complainant(s) and/or witness(es);
- 2) Acquisition of evidence and/or documents and review of the same; and
- 3) Analyses of the evidence and/or documents reviewed, including forensic audit or review.

An OIG investigation may result in findings by the OIG which substantiate the complainant's allegation of waste, abuse, fraud or corruption in the City's operation or personnel or that of its contractors and/or subcontractors.

In some instances, although the complainant's allegations do not equate to waste, abuse, fraud or corruption, during the investigation of the allegations, the OIG may find other evidence of waste, abuse, fraud or corruption that was not contained in the initial complaint. In such instances, the OIG may initiate an investigation on its own initiative.

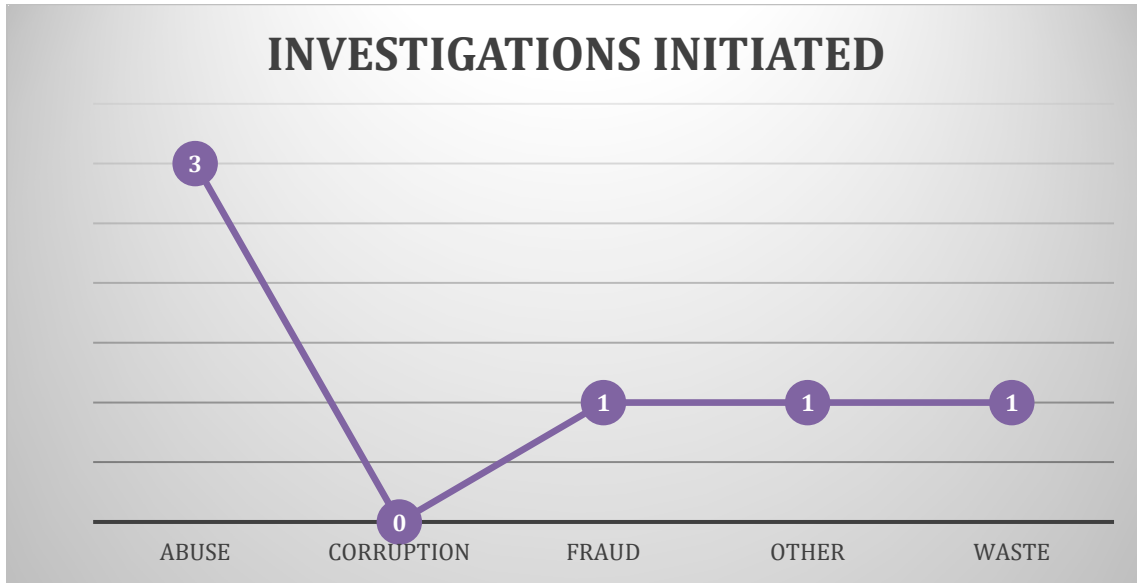
Likewise, if the investigation reveals that criminal activity may be involved, pursuant to Section 7.5-308 of the 2012 Charter of the City of Detroit (the Charter), the Inspector General is required to "promptly refer the matter to the appropriate prosecuting authorities."

Pursuant to Section 7.5-311(1) of the Charter, "no report or recommendation that criticizes an official act shall be announced until every agency or person affected [by the report or recommendation] is allowed a reasonable opportunity to be heard at a hearing with the aid of counsel." Therefore, when our draft findings are critical, we send a copy of our draft findings, either as a draft memorandum or as a draft report to the affected parties. Thereafter, pursuant to the OIG's Administrative Hearing Rules (Hearing Rules), the parties have 14 calendar days to either provide a written response and/or seek an administrative hearing. Reports and memorandums are not finalized until the Administrative Hearing process has concluded. For additional information on this process, please visit our website at www.detroitmi.gov/inspectorgeneral.

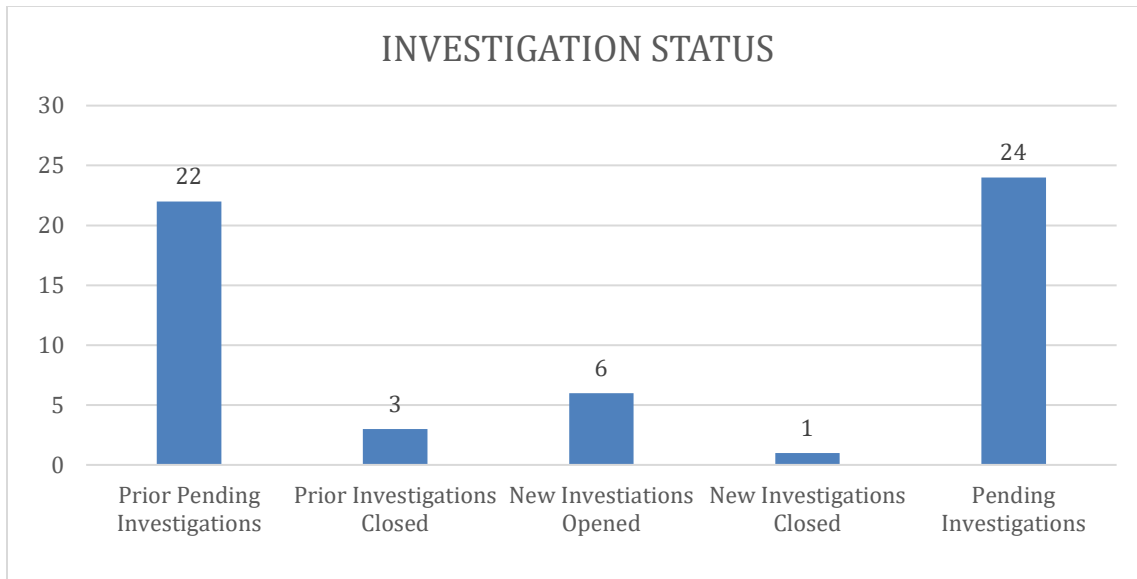
The OIG summarizes the findings of the investigation in the OIG's final memorandum. At times, the OIG can elect to issue a formal final report instead of an internal memorandum. All formal final reports have been and will continue to be published on-line. In addition, from time to time, we exercise our discretion to publish some of our internal memoranda through the City and the OIG's website at: www.detroitmi.gov/inspectorgeneral. For more information on what type of reports and memorandums are published, please visit our website. You can also find copies of previously posted reports and memorandums.

2023 2nd QUARTER INVESTIGATION STATISTICS
(April 1, 2023-June 30, 2023)

Categories of OIG Investigations Initiated by the OIG in the 2nd Quarter



Status of OIG Investigations in the 2nd Quarter



The statistics above show the OIG had 28 active investigations during the quarter. By the end of the quarter, 4 of the 27 investigations² were closed. As of June 30, 2023, the OIG still had 24 investigations pending.

Summary of Investigations Closed in the 2nd Quarter of 2023

The following reflects four investigations the OIG closed in the 2nd Quarter of 2023 with an accompanying synopsis for each investigation.

22-0011-INV

The OIG received a complaint alleging that five contracts awarded by the Detroit Department of Transportation (DDOT) were improperly awarded as sole-source contracts. The complaint further alleged the contracts were awarded based on personal relationships the DDOT Director had with the vendors. Of the five, the OIG discovered only one contract was a sole-source contract; the remaining four were awarded because only one response was received. The OIG found the DDOT Director had a prior working relationship with the vendors but did not find evidence of a relationship that would rise to the level of a conflict of interest. The contract awarded as a sole-source did not follow the Office of Contracting and Procurement's (OCP) policies and procedures regarding non-standard purchases. The OIG recommended OCP adhere to established policies and procedures, revise policies and procedures where necessary, and train staff members in other city departments that are involved in the procurement process.

23-0004-INV

The OIG received a complaint from the Department of Housing and Urban Development Office of Inspector General (HUD OIG). The complaint alleged that a new housing development in the City of Detroit had expenditures that appeared to be personal spending not related to the housing development. Since the housing development is being built partially with HUD funds, the HUD OIG requested the OIG's assistance to determine if any of the expenditures in question were made using HUD funds awarded to the City of Detroit (City). After further review, the HUD OIG determined HUD has not issued any payments to the City as reimbursement for the project. The HUD OIG also determined the expenditures in questions were paid with other funds, and decided no further investigation from the OIG was necessary at this point.

23-0013-INV

As noted in the summary of investigation statistics, this investigation was opened in error. The OIG staff did not perform any investigative work on this investigation this quarter.

23-0015-INV

The OIG received an anonymous complaint alleging that certain City of Detroit (City) Housing and Revitalization Department (HRD) employees had engaged in unfair hiring practices when seeking to fill vacant HRD positions. The OIG interviewed key Human Resources (HR) staff to determine the policies and procedures related to the City's hiring process. Based on these

² One of the investigations was opened in error. The investigation was promptly closed but is still reflected in our quarterly statistics.

interviews HR administration confirmed the need to develop formal policies and procedure to ensure departmental staff understand their responsibilities as hiring managers participating in the recruitment process.

OIG also reviewed applications HR received for position posted by HRD and interviewed key HRD staff. The OIG did not find evidence that actions taken by any HRD hiring manager resulted in waste, fraud, abuse, or corruption. The OIG did however note that HRD hiring managers engaged in conduct which could be perceived as abuse of authority, if not result in abuse of authority. Specifically, the OIG determined that HRD hiring managers were not aware of their responsibilities as hiring managers as outlined in the City's Civil Service Rules. OIG also noted that HRD hiring managers neglected to interview applicants that met the minimum qualifications for a position. In addition, the OIG noted that HRD selected an applicant for a position who did not meet the positions minimum requirements.

As a result of the investigation, the OIG recommended that HR establish formal policies and procedures for hiring managers. Furthermore, the OIG recommended HR review the applications of the candidates that did not have an opportunity to interview for the HRD position. HR administration proactively created the "Hiring Manager Guide for the Recruitment Process." HR administration also agreed to review the applications for the position OIG indicated qualified candidates were not interviewed and to initiate corrective action as necessary and possible.

How OIG Audits Are Conducted and Resolved

The OIG's Forensic Auditors are specially trained to investigate programs, practices, and financial transactions to obtain evidence of fraud, abuse, waste, and corruption in City of Detroit government. The Forensic Auditors use this expertise to identify fraud risks, detect the misappropriation of City assets and make recommendations to prevent future incidents. In addition, OIG Forensic Auditors review various programs, policies, and procedures to determine whether they are sufficient to detect and prevent fraud, abuse, waste, and corruption. The OIG may initiate an audit based on information received in the complaint or based on an assessment of risk.

An audit generally involves performing one or more of the following:

- 1) A preliminary survey to gather background information and identify audit objectives.
- 2) A risk assessment to identify areas of concern.
- 3) Interviews department staff and leadership.
- 4) Review of requested documents.
- 5) Analytical procedures for detailed testing.

An OIG audit may result in findings that identify actual incidents, or actions that increase the risk of, waste, abuse, fraud, or corruption in the City's operations. If the audit reveals that criminal activity may be involved, pursuant to Section 7.5-308 of the 2012 Charter of the City of Detroit (the Charter), the Inspector General is required to "promptly refer the matter to the appropriate prosecuting authorities." An audit can also result in an OIG investigation.

A report is drafted at the end of each audit that includes any conditions that increase the risk of fraud, abuse, waste, and corruption as well as recommendations to mitigate the conditions identified during the audit. Pursuant to Section 7.5-311(1) of the Charter, "no report or recommendation that criticizes an official act shall be announced until every agency or person affected [by the report or recommendation] is allowed a reasonable opportunity to be heard at a hearing with the aid of counsel." Therefore, when our draft findings are critical, we send a copy of our draft findings, either as a draft memorandum or as a draft report to the affected parties. Thereafter, pursuant to the OIG's Administrative Hearing Rules (Hearing Rules), the parties have 14 calendar days to either provide a written response and/or seek an administrative hearing. Reports are not finalized until the Administrative Hearing process has concluded. For additional information on this process, or to see copies of our audit reports, please visit our website at www.detroitmi.gov/inspectorgeneral.

Note: The OIG did not have any open audits during the 2nd quarter of 2023.

OIG RECOMMENDATIONS MADE TO CITY DEPARTMENTS AND AGENCIES

Status Report as of June 30, 2023

Case Number	Public Servant, Department, Board or Agency	Recommendation	Status	Recommendation Date	Public Servant, Department, Board or Agency Response
20-0001-INV	Retirement System	Develop policies to verify the pensioner's information and put benefits in escrow when a individual has been charged with fraud related to their benefits, work with attorneys to ensure changes apply with applicable laws.	Open	9/21/2022	On March 23, 2023, Dave Cetlinski reported that the recommendations have been brought up to the trustees of the system previously and they have taken it under advisement. No additional information has been provided since March.
21-0016-INV	Detroit Police Department-Human Resources (HR)Division	Revise policies to mandate when HR must hold an appeal hearing and require HR to provide a timely notification the appeal was received.	Open	3/11/2022	No response received from the department.
21-0018-INV	Detroit Fire Department	Training to all DFD employees on the Outside Employment Policy; disciplinary action for the employee that failed to adhere to the policy	Open	2/3/2022	The recommendations were reviewed and appropriate action will be taken.

Case Number	Public Servant, Department, Board or Agency	Recommendation	Status	Recommendation Date	Public Servant, Department, Board or Agency Response
21-0001-AUD	Treasury	Revise policies to instruct non-personnel to send all checks received to ODFS, Report to the State organizations that did not maintain supporting documentation as required.	Open	3/31/2022	No response from the department. However, the OIG learned the City worked with a third-party vendor to obtain some of the funds held by the State of Michigan.
21-0002-AUD	Office of Contracting and Procurement	Require departments to submit invoices with detailed descriptions, training of department personnel, holding vendors accountable that provide goods or services without a contract, coordinate with the Law Department and Board of Ethics on purchases with the name/likeness of elected officials.	Open	6/29/2022	OCP responded that their policies already cover unauthorized purchases, that the Law Department is consulted whenever necessary, and training is already provided to City employees. The OIG responded by reiterating our specific recommendations to prevent fraud, abuse, waste, and corruption.
22-0001-INV	Elections Department	Develop a tracking system for computers, develop policies for computer use, involve Department of Innovation and Technology with computer purchases.	Open	3/29/2022	No response from the department.

Case Number	Public Servant, Department, Board or Agency	Recommendation	Status	Recommendation Date	Public Servant, Department, Board or Agency Response
22-0003-INV	Civil Rights, Inclusion and Opportunity (CRIO)	Revise policies to add an analytical component to its document review process, review the Finance Ordinance to provide clarity to contractors on requirements, training to contractors on requirements, contractor compliance with all City requests.	Open	9/13/2022	As of July 10, 2023, the policy has not yet been completed.
22-0005-INV	Elections/City Clerk	Create a policy regarding prohibited political activities, City Clerk to train campaign volunteers that are employees on prohibited political activities.	Open	6/24/2022	As of March 3, 2023, the Department of Elections issued an Administrative Directive #90 regarding the Standard of Conduct for Elections and City Clerk employees. The document cited applicable sections of the Charter and advised adherence would be strictly enforced and violations would result in disciplinary action. <i>(Please note that we previously reported in the first quarter report that we received no response from the department in error.)</i>

Case Number	Public Servant, Department, Board or Agency	Recommendation	Status	Recommendation Date	Public Servant, Department, Board or Agency Response
22-0007-INV	Office of Contracting and Procurement	Revise the procurement policy to include verification of the commodity code selected, advertise all bids that will exceed \$10,000, and additional training to staff on how to handle supplier protests.	Open	12/13/2022	No Response from Department
22-0010-INV	Detroit Animal Care and Control	Adhere to the City Council resolution requiring annual donation reports; Establish a written agreement for ownership and use of all equipment; Create a MOU to formalize the working relationship between FODACC and DACC; Remove the donation cash box from DACC property; and cease using DACC's address as the FODACC business address.	Closed	2/15/2023	A MOU has been created. The MOU was signed by FODACC President Rachael Prinkert and GSD Director Crystal Perkins. The donation cash box has been removed from DACC property. FODACC has established a post office box as their address of record.

Case Number	Public Servant, Department, Board or Agency	Recommendation	Status	Recommendation Date	Public Servant, Department, Board or Agency Response
22-0011-INV	Office of Contracting and Procurement	OCP should adhere to established policies and procedures regarding non-standard purchases; Revise policies and procedures where necessary to ensure a fair and competitive procurement process; Train staff members from other departments involved in the procurement process.	Open	5/22/2023	No response from the department.
23-0007-INV	Buildings, Safety Engineering and Environmental Department	Coordinate with the General Services Department to revise the list of vehicles assigned to that division to accurately reflect the license plate and vehicle numbers for tracking purposes.	Open	3/28/2023	Investigation was recently closed, will follow-up in the 2 nd quarterly report.
23-0015-INV	Human Resources	Establish formal policies and procedures for hiring managers; Review the applications of the candidates that did not receive an interview for the position listed in the complaint.	Closed	6/28/2023	HR proactively created a guide for hiring managers to assist them in the recruitment process. HR also agreed to review the applications to determine if qualified candidates were not interviewed and initiate corrective action if necessary and possible.

Notice of Change in Use of Advisements for OIG Interviews of Key Witnesses

When conducting our investigations or audits, in addition to collecting records of information, the OIG also interviews individuals who may provide the OIG with additional relevant information. When conducting formal interviews, we have been using *Garrity* advisements. For the reasons stated below, going forward the OIG has updated its advisements for all formal OIG interviews.

After an extensive review of relevant case law and Inspector General practices and procedures across the country, the City of Detroit OIG will discontinue use of *Garrity* advisements in its interviews. Instead, the OIG will employ *Kalkines* advisements, which serve a comparable purpose and better explain employees' rights and responsibilities.

Under the Charter, every Public Servant,³ contractor, subcontractor and licensee of the City, as well as every applicant for certification of eligibility for a city contract or program, has a duty to cooperate with the Inspector General in any investigation.⁴ Failure to cooperate may lead to formal discipline such as forfeiture of office or debarment.⁵ Because the Charter requires that everyone cooperate with the OIG or face possible discipline, we believe *Kalkines* is more applicable to OIG investigations. Under *Kalkines*, a public servant's testimony cannot be used against them in a criminal proceeding. In addition, public servants may be disciplined and/or terminated *solely* for refusing to cooperate with an OIG investigation.

For additional explanation and/or information, we have provided links to copies of both holdings below:

[*Garrity v New Jersey*, 385 U.S. 493 \(1967\)](#)

[*Kalkines v United States*, 473 F.2d 1391 \(1973\)](#)

You can also reach the OIG by phone at (313) 628-2517 or email the OIG Attorney, Jennifer Bentley at bentleyj@detoig.org, or the OIG Associate Attorney, Tiye Greene, at greenet@detoig.org. A copy of the new advisement is also attached to this report.

³ 2012 City of Detroit Charter, Section 2-105(A)(27) "Public Servant" means the Mayor, members of City Council, appointive officers, any member of a board, commission or other voting body established by either branch of City government or this Charter and any appointee, employee or individual who provides services to the City within or outside of its offices or facilities pursuant to a personal services contract.

⁴ *Id.* at Section 7.5-310 Cooperation in Investigations; Obstruction.

⁵ *Id.*

Public Servant *Kalkines* Advisement and Rights & Responsibilities

You are being interviewed as part of an administrative investigation by the City of Detroit Office of Inspector General (OIG).

As established by the 2012 Detroit City Charter (the City Charter), the purpose of the OIG is to ensure honesty and integrity in City government by rooting out waste, abuse, fraud, and corruption. The OIG's jurisdiction extends to the conduct of any Public Servant, Elected Official, City Department, City Agency, Contractor, Subcontractor, and those doing business or seeking to do business with the City of Detroit.⁶ As a result of your employment/appointment with the City of Detroit, you are considered a *Public Servant* and are bound by the terms of the City Charter.⁷

As it relates to this interview the City Charter provides the following:

1. As a condition of your employment/appointment, you are required to cooperate with an OIG investigation.⁸
2. Anyone who willfully and without justification or excuse obstructs an investigation of the Inspector General by withholding documents or testimony may be subject to forfeiture of office, discipline, debarment, or any other applicable penalty.⁹
3. All open OIG investigations are confidential pursuant to the Charter. Therefore, any information discussed during this interview, as well as any requests for additional documentation or testimony related to an OIG investigation, may not be shared with any person or agency unless you receive express consent from the OIG. However, please note that OIG files may be subject to disclosure pursuant to, court order, subpoena, or any other applicable federal or state law, including FOIA.¹⁰
4. You may not be retaliated against for complaining to, cooperating with or assisting the Inspector General in the performance of his or her duties. Any person who is found to have retaliated against you due to your cooperation with an OIG investigation shall be subject to a fine and any other penalties under applicable law.¹¹

In addition, as a condition of your employment, you must answer all relevant questions fully and truthfully. Therefore, consistent with *Kalkines v. United States*, 473 F.2d 1391 (1973) and its progeny, your responses and any information derived from them may only be used against you in

⁶ 2012 Detroit City Charter Sec. 7.5-305.

⁷ 2012 Detroit City Charter Sec. 2-105(A)(27) – “Public Servant means the Mayor, members of City Council, City Clerk, appointive officers, any members of a board, commission or other voting body established by either branch of City government or this Charter and any appointee, employee or individual who provides services to the City within or outside of its offices or facilities pursuant to a personal services contract.”

⁸ 2012 Detroit City Charter Sec. 7.5-310.

⁹ *Id.*

¹⁰ 2012 Detroit City Charter Sec. 7.5-313.

¹¹ 2012 Detroit City Charter Sec. 7.5-315.

administrative proceedings. None of your answers or any information derived from them can be used against you in criminal proceedings, unless you knowingly and willfully make false statements. You are entitled to all rights and privileges guaranteed by the Constitution and laws of the State of Michigan, and the Constitution and laws of the United States.

The protections discussed above, as well as the potential consequences for any failure to cooperate, are commonly referred to as a *Kalkines Advisement*.

By signing below, I affirm I have been presented with the Kalkines Advisement as well as with my rights and responsibilities and have had their meanings explained to me.

Print Name

Signature & Date

Office of the Inspector General Organizational Structure: 2nd Quarter of 2023

Between April 1, 2023, and June 30, 2023, the City of Detroit Office of the Inspector General (OIG) consisted of the following individuals:

Ellen Ha, Esq., CIG, **Inspector General**
Kamau Marable, CIG, **Deputy Inspector General**
Jennifer Bentley, Esq., CIGI, **OIG Attorney**
Tiye Greene, Esq., **Associate Attorney**
Edyth D. Porter-Stanley, CIGA, CFE, **Forensic Auditor**
Beverly L. Murray, CIGA, CFE, **Forensic Auditor**
Kelechi Akinbosede, Esq., CIGI, **Investigator**
April Page, CIGI, **Investigator**
Kasha Graves, **Administrative Assistant**
Kaniya Foster, **Administrative Assistant**
Kendall Nelson, **OIG Intern**

OIG Contact Information

Via Internet: www.detroitmi.gov/inspectorgeneral

(The website is on a secure server, which allows individuals to provide information on a secure electronic report form 24 hours a day, 7 days a week.)

Via Telephone Hotline: 313-964-TIPS (8477)

Via OIG Telephone Line: 313-628-2517

Via Mail: City of Detroit Office of Inspector General
615 Griswold, Suite 1230
Detroit, Michigan 48226

Via Email: oig@detoig.org or Suggestions@detoig.org

You can also visit the OIG at the address above to file a complaint in person.