

CALIFORNIA DEPARTMENT OF CORRECTIONS AND REHABILITATION

Investigations of Improper Activities by State Employees, January 2005 Through June 2005

INVESTIGATIONS I2004-0649; I2004-0681; I2004-0789
(REPORT I2005-2), SEPTEMBER 2005

Investigative Highlight . . .

Department of Corrections and Rehabilitation failed to account for 10,980 hours of union leave time at a cost to the State of \$395,256.

California Department of Corrections and Rehabilitation's response as of November 2005

We investigated and substantiated allegations that the California Department of Corrections and Rehabilitation (Corrections) did not track the total number of hours available in a rank-and-file release time bank (time bank) composed of leave hours that union members donated.

Finding: Corrections failed to adequately account for time-bank hours.

Corrections lacked an adequate system of internal accounting and administrative controls over the number of hours in the time bank used by Peace Officer Association members which allowed Peace Officer Association members to take release time without Corrections knowing whether the time-bank balance was sufficient to cover the anticipated leave.

We identified three employee representatives whom Corrections released for a combined total of 10,980 hours between May 2003 and April 2005, which cost the State \$395,256, to perform duties for the Peace Officers Association and who were suppose to have this time charged against the time bank.

Corrections indicated that in the latter part of 2004, it began generating management reports that included information on time-bank use and donations and that it is analyzing this information to better assess the overall impact of such union-leave activities. Although we acknowledge that Corrections has considerably improved its monitoring of the time bank's activity, it still failed to account for a significant amount of time-bank hours used. Further, in the management

reports that it used to assess current time-bank activity, Corrections did not correctly account for the hours that the three representatives used. Such errors underscore the need for Corrections to perform its own accounting to ensure that requests for time-bank use are charged against its balance and are sufficiently funded by employee leave donations.

Corrections' Action: Partial corrective action taken.

Corrections reported that it is continually evaluating the impact time-bank activity is having on department operations and plans to discuss such issues during its 2006 contract negotiations with the Peace Officers Association. Further, it reported that it has updated policies and tracking codes pertaining to union leave to more effectively capture the time being used by unions. However, Corrections has not demonstrated that it has established and kept track of time-bank balances so that it can be assured that the time bank has sufficient balances to cover leave requests. Further, Corrections has yet to ensure that its current method of accounting for time-bank activity accurately reflects all of the time-bank hours used, which indicates a serious flaw in Corrections' tracking system.