



# Richmond Office of the City Auditor

Office of the Inspector General

*Fighting government waste, fraud and abuse*

**Umesh Dalal, CPA, CIA, CIG**

Richmond City Auditor/Inspector General

October 20, 2016

Mrs. Selena Cuffee-Glenn  
Chief Administrative Officer  
City of Richmond

The Office of the Inspector General (OIG) has completed an investigation in the Office of Fire and Emergency Services. This report presents the results of the investigation.

### **Complaint:**

An investigator with the OIG observed a City of Richmond Fire vehicle parked at the Regency Square Mall, located in Henrico County. The vehicle was identified by the City of Richmond Fire department markings.

### **Legal Requirements:**

In accordance with the Code of Virginia, §15.2-2511.2, the City Auditor is required to investigate all allegations of fraud, waste and abuse. Also, City Code section 2-231 requires the Office of the Inspector General to conduct investigations of alleged wrongdoing.

### **Background:**

On September 24, 2016 the investigator observed a City of Richmond Fire and Emergency Services vehicle parked at Regency Square Mall's parking lot and took a picture. The investigator observed the parked vehicle at this location for approximately thirty minutes.

### **Findings:**

The investigator was able to identify the employee using the vehicle as a Lieutenant assigned to the Fire Marshall's Unit. The investigator interviewed the subject employee who admitted taking the vehicle to the Regency Square Mall, located in Henrico County. The employee stated that they were at the mall to purchase footwear for an off-duty event. The subject employee was unable to make the purchase at that time due to the store not having their shoe size, but managed to purchase footwear at a later date within the Richmond City limits. The subject employee also stated that they were in the mall for no longer than thirty (30) minutes.

The investigator reviewed the Administrative Regulations 6.2 Motor Pool and City Vehicle Use Policy, which states:

- "City vehicles shall only be used for normal City business within the corporate limits of the City of Richmond..."
- "No personal use of City-owned vehicles is allowed"

Under **EXCEPTION**, uniformed firefighters are allowed to drive and park assigned "Take Home" vehicles outside the City of Richmond corporate limits. The investigator also reviewed the Fire and Emergency Services policy which also states no personal use of City Vehicles is allowed.

The investigator spoke with the Fire Chief who indicated that the employee did not have the authority to take the vehicle for personal use. The Chief indicated that appropriate action has been taken against the Lieutenant for violation of the "Take Home" vehicle policy.

**Conclusion:**

The OIG finds the allegation to be substantiated. The Department of Fire and Emergency Services has taken appropriate action in accordance with City Policy. If you have any questions, please contact me at extension 5640.

Sincerely,

*Umesh Dalal*

Umesh Dalal, CPA, CIA, CIG  
City Auditor/Inspector General

cc: City Council Members  
City Audit Committee  
John Buturla, DCAO of Operations  
Chief Robert Creecy, Fire and Emergency Services