



**Association of Inspectors General
524 West 59th Street, 3532N
New York, New York 10018**

May 19, 2022

Deborah Witzburg
Inspector General
Office of Inspector General, City of Chicago
740 N. Sedgwick Street, Suite 200
Chicago, Illinois 60654

Dear Inspector General Witzburg:

The Association of Inspectors General (AIG) performed a Peer Review of the City of Chicago Office of Inspector General (COIG) Audit and Program Review (APR), Investigations, and Public Safety Sections. The Peer Review Team (PRT) evaluated the work of these three sections covering the three-year time period, November 1, 2017, through October 31, 2020. The Peer Review was conducted May 16, 2022, through May 19, 2022, at the COIG located at 740 N. Sedgwick Street, Suite 200, Chicago, Illinois 60654. The PRT assessed the work of the APR Section for compliance with the Generally Accepted Government Accountability Standards (GAGAS – Yellow Book) issued by the U. S. Government Accountability Office (GAO) and the Investigations and Public Safety Sections for compliance with the AIG Principles and Standards for Offices of Inspector General (Green Book). These standards are consistent with the qualitative standards under which the COIG's APR, Investigations, and Public Safety Sections operated throughout the review period.

The four person PRT consisted of the following individuals:

- James Mazer, Supervisory Special Agent (Retired)
Miami-Dade County Office of the Inspector General
- Flora Miller, Regional Investigator/Accreditation Manager
Office of Inspector General, Florida Department of Children and Families
- Edyth Porter-Stanley, Forensic Auditor
Office of Inspector General, City of Detroit,
- James S. Smith, Acting Special Agent in Charge
Office of Inspector General, Washington Metropolitan Area Transit Authority

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On behalf of the PRT, I am pleased to advise you that we found no reportable instances of failure to meet these standards. There are no limitations or qualifications on our opinion. It is the unanimous conclusion of the PRT that the APR, Investigations, and Public Safety Sections of the COIG met all relevant standards for the period under review.

The remainder of this letter sets forth the purpose, scope, and methodology of the Peer Review.

Purpose:

The PRT conducted an independent, qualitative review of the COIG's APR, Investigations, and Public Safety Sections, focusing on their compliance with agreed upon GAGAS and AIG Quality Standards.

Scope:

The Peer Review covered APR, Investigations, and Public Safety Sections' operations, resulting work product, and related file materials chosen from completed APR audits and reviews, closed investigations, and published Public Safety reports between November 1, 2017 through October 31, 2020. The Peer Review's scope also covered the sections' compliance with their relevant policy and process manuals and procedural guidelines; staff qualifications; and professional training requirements. Additionally, the PRT assessed supervisory review and quality control over the work products, reporting of results, and the COIG's relationship and communication with outside agencies. For this final step, the PRT met with external stakeholders with whom the COIG frequently work with or who are the recipients of COIG's work products. The PRT notes that overall consensus of these stakeholders was that they have great working relationships with the COIG and their work product is exemplary.

Method:

The PRT generally followed the Peer Review/Qualitative Assessment Review Checklists developed by the AIG for the APR, Investigations, and Public Safety Sections. These checklists are based on AIG and GAGAS Quality Standards. The PRT utilized their own professional experience as senior members of various Offices of Inspectors General and through their knowledge and familiarity with best practices within the Inspector General Community.

Prior to the actual on-site Peer Review, the PRT requested information from APR, Investigations, and Public Safety Sections, including but not limited to policy and procedures manuals, complaint intake documents, lists of closed case logs, issued

reports, and a list of external stakeholders. The PRT used this information to randomly select the work products and selected case materials that were selected for review.

On May 16, 2022, the PRT had an entrance conference with you and your executive leadership, during which time we discussed the Peer Review scope, methodology, limitations, and proposed schedule. During our review, the PRT conducted their fieldwork through the examination of selected case files, both hard copies and digital copies on the Remedy and Column Case Management Systems. In addition to interviewing staff from the APR, Investigations and Public Safety Sections, the PRT interviewed staff from the Legal Section, the Technology and Operations Section, the Center for Information Technology and Analytics (CITA), and the Administration Section.

The PRT also reviewed the personnel files of current APR, Investigations, and Public Safety employees and reviewed their Training and Continuing Education files, personnel files, and all relevant policy and process manuals and procedural guidelines. All file requests were met fully and timely.

PRT members also met with you and with members of your executive leadership to gauge their involvement and interaction with APR, Investigations, and Public Safety Sections.

- William Marback, Deputy Inspector General, Investigation Section
- Cynthia Park, Deputy Inspector General, Technology and Operations Section
- Darwyn Jones, Deputy Inspector General, Audit and Program Review Section
- Nate Wackman, Acting Deputy Inspector General, Public Safety Section

The PRT conducted all interviews in confidence and without any limitation on scope or time. Reviewers requested follow-up interviews and explanations, as well as any supplemental documentation, and COIG staff graciously accommodated the PRT.

The PRT also chose several external stakeholders to interview. Meetings were arranged between the PRT and the external stakeholders for the purpose of evaluating agency cooperation, effectiveness, and responsiveness. Stakeholders included representatives from the:

- City of Chicago Police Department
- City of Chicago Department of Streets and Sanitation
- City of Chicago Department of Health Epidemiology
- Law Firm of ArentFox Schiff, Consent Decree Monitoring Firm
- City of Chicago Department of Aviation
- Cook County State Attorney's Office

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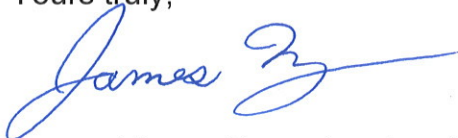
Finally, the PRT held an exit conference with you and your executive leadership on May 19, 2022, during which time the PRT shared its conclusion that the APR, Investigations, and Public Safety Sections fully met AIG and GAGAS Quality Standards. PRT members provided you with our observations and opinions gathered during the review. PRT members held separate exit conferences with the DIGs of each section. During each of these exit conferences, PRT members elaborated on the observations made during the review. In each of the exit conferences, PRT members provided several observations that did not limit or qualify the opinion of the Peer Review but were shared with you and your leadership team as possible areas of consideration going forward. Throughout the week, we had productive discussions with COIG members (from leadership to professional staff) regarding their experiences.

As noted above, it is the unanimous conclusion of the PRT that the APR, Investigations, and Public Safety Sections met all current and relevant AIG or GAGAS Quality Standards for the review period.

On behalf of the AIG, I want to thank you for the confidence placed in the Association by requesting that we conduct this review. On behalf of the PRT, we would like to acknowledge and thank Inspector General Deborah Witzburg and Executive Assistant to the Inspector General Daniel Eggerding for all their efforts in the coordination and planning of this event and for ensuring that we were provided with the necessary records and tools for a thorough and smooth review. Lastly, on behalf of the PRT, we would like to recognize that in all of our interactions with your staff, we were shown the respect and cooperation that is the hallmark of a professional staff truly interested in a full and open review of their work. At the same time, this has been a learning experience for each member of the PRT, for which we wish to convey our sincerest thanks.

Please feel free to contact me or any member of the Peer Review Team if you have any questions.

Yours truly,



James Mazer, Team Leader, AIG Peer Review for City of Chicago Office of Inspector General, May 2022

Peer Review Committee, Association of Inspectors General

cc:

Flora Miller, Team Member, AIG Peer Review for City of Chicago Office of Inspector General, May 2022

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Edyth Porter-Stanley, Team Member, AIG Peer Review for City of Chicago Office of
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James S. Smith, Team Member, AIG Peer Review for City of Chicago Office of Inspector
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