

SUMMARY OF FINDINGS FOR SENIORS AND PEOPLE WITH DISABILITIES ON THE MOVE PROGRAM

- All On the Move (OTM) employees were cross referenced with OTM vendors and/or providers. No personal relationships were established between OTM employees, vendors or providers. This investigation did not discover any personal gain by OTM employees throughout the State of Oregon.
- Julia A. HUDDLESTON was the designated OTM Program Director from 2007 until her resignation on August 31, 2010.
- Linda WOELKE was hired by HUDDLESTON to oversee the construction and home remodeling process for OTM.
- HUDDLESTON had the knowledge, education, experience and training to follow the specific guidelines for the OTM Program including State and Federal rules/policies.
- WOELKE attended Contracts Training and had one on one consultation from the Office of Contracts and Procurement staff. WOELKE was a part of meetings related to developing a contract process for OTM.
- HUDDLESTON attended Contracts Training, was a prior Rates Setting and Exception Rates Manager, prior SPD Budget Manager and a Grant Writer. Given the experience listed above she failed to:
 - Follow State procedures for contracts and procurement.
 - Letter of Exception to OCP for payment in 2008.
 - Letter of Exception to OCP for payment in 2009.
 - HUDDLESTON knowingly and intentionally failed to follow State procedures for payments.
 - Fragmented payments
 - Multiple payment systems used.
 - Duplicate payments occurred.

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- HUDDLESTON led OTM staff and clients to believe that payment made on the client's behalf to vendors would not be attached to their Estate Administration claim. Invalid claims occurred.
- HUDDLESTON failed to adhere to State procedures by not following the exception rate process.
- HUDDLESTON attempted to "grant money" for new and existing construction using OTM grant monies. This is a direct violation of state and federal policies and procedures.
 - Clatsop Care
 - Umpqua
- HUDDLESTON knowingly and intentionally failed to report figures accurately in annual and semi annual reports to the Centers for Medicare and Medicaid Services (CMS).
- HUDDLESTON also failed to communicate and review planned projects accurately to CMS especially new construction and learn if the projects were within the parameters of the OTM and/or Money Follows the Person (MFP) grant.
- HUDDLESTON knowingly and intentionally loaned money to providers which is a direct violation of State and Federal policies.
 - Three confirmed loans to providers for home modification not directly client related. These loans were to be paid back with zero interest over a twelve month period.
 - (Advanced monies) Front loading funds were used to advance payroll cost to providers. These monies were to be paid back. No specific repayment plan was in place to recoup the monies by OTM staff.
- HUDDLESTON developed an OTM process to provide start up funds to providers that were not client related and appeared to be routine business cost. There was no repayment requirement although providers were to submit receipts of purchases. These were identified as appropriate and allowable cost by HUDDLESTON. Examples are:
 - Office computers, furnishings, equipment and supplies
 - Initial insurance premiums, licensing and filing fees.
 - Initial staff training, travel cost.
 - Initial food supplies, maintenance and housekeeping items.
- HUDDLESTON and WOELKE treated specific vendors as sole providers without technically establishing them as sole provider as required by State policy.
- During the course of the investigation it was reported by OTM staff, vendors and providers that HUDDLESTON lacked professionalism:
 - HUDDLESTON knowingly and intentionally used state equipment for her personal use. (E-mail, printer, computer, blackberry, flash/thumb-drive and laptop).

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- HUDDLESTON was demeaning to staff.
- HUDDLESTON made promises to providers and vendors that were not within her authority to approve and/or not within the State or Federal program, policies and guidelines.
- HUDDLESTON did not provide OTM staff with yearly evaluations.
- HUDDLESTON promised training and promotions to staff that never transpired.
- HUDDLESTON failed to provide training and supervision to staff to enable them to appropriately perform their job duties.
- HUDDLESTON often failed to report complete and/or accurate information regarding OTM to other members of DHS.
- HUDDLESTON failed to keep accurate and up to date records which would allow for sufficient documentation review. There was an inadequate and disorganized filing system.

Investigator PERHAM and Investigator PALODICHUK discovered that James TOEWS and Cathy COOPER followed routine management practices as established in SPD. The level of supervision for HUDDLESTON was consistent with the level of supervision for similar upper level management positions within SPD as follows:

- TOEWS and COOPER had routine meetings with upper level management staff in group settings and individual (one on one) appointments.
- Meetings are for the most part are attended by all participants.
- Ongoing communication, positive and negative, is received at routine meetings.
- Evaluations are not the "norm" in SPD.
- Immediate direction is given the upper level management staff and they are expected to follow direction.
- TOEWS and COOPER are available for "immediate" consultation, communication, discussion, chit chat, etc. in person, (open door policy), by phone, e-mail and/or any other type of communication used in the DHS professional setting.
- TOEWS and COOPER trust their upper level management staff to perform their duties within all policies, procedures and the law.

HUDDLESTON failed to report accurate and complete information. TOEWS and COOPER relied upon the information provided by HUDDLESTON and therefore did not see a need for change within the program.

All supporting evidence and documentation will be made available to the DHS Internal Audit Section upon request.