

PINECREST SUPPORTS AND SERVICES CENTER

OFFICE FOR CITIZENS WITH DEVELOPMENTAL DISABILITIES

**LOUISIANA DEPARTMENT OF HEALTH
STATE OF LOUISIANA**

INVESTIGATIVE AUDIT SERVICES

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March 19, 2026

**NANCY BROWN, REGIONAL ADMINISTRATOR
PINECREST SUPPORTS AND SERVICES CENTER
OFFICE FOR CITIZENS WITH
DEVELOPMENTAL DISABILITIES
LOUISIANA DEPARTMENT OF HEALTH**
Pineville, Louisiana

We are providing this report for your information and use. This investigative audit was performed in accordance with Louisiana Revised Statutes 24:513, *et seq.* to determine the validity of complaints we received. The procedures we performed primarily consisted of making inquiries and examining selected financial records and other documents.

The accompanying report presents our findings and recommendations as well as management's response. This is a public report. Copies of this report were delivered to the District Attorney for the 9th Judicial District of Louisiana and others as required by law.

Respectfully submitted,



Michael J. "Mike" Waguespack, CPA
Legislative Auditor

MJW/aa

PINECREST SSC



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EXECUTIVE SUMMARY

Police Captain Submitted Altered Documentation and Improperly Recorded Military Leave

Pinecrest Supports and Services Center (PSSC) Police Captain Cedric Bias appears to have submitted altered military orders to PSSC to obtain paid military leave for dates that overlapped with personal vacation time (annual leave), and the dates reflected on the orders did not accurately correspond to his military service obligations. During the same period, Mr. Bias claimed 31 hours of on-call pay, in possible violation of PSSC on-call policy. By submitting altered military orders and improperly claiming military leave and on-call pay while on vacation, Mr. Bias may have violated state laws.

BACKGROUND AND METHODOLOGY

Pinecrest Supports and Services Center (PSSC) is a part of the Office for Citizens with Developmental Disabilities, Louisiana Department of Health, which is a component unit of the state of Louisiana. PSSC's primary focus is to serve as the state's safety net facility and provider of last resort for individuals with intellectual and/or developmental disabilities with significant behavioral and psychiatric challenges and/or high-need medical support needs whose community-based placements have failed and for whoever alternate community-based living options are not available. The focus on each admission is to develop skills and abilities with the individual to promote independence through education via a broad range of programmatic resources. PSSC's treatment services include a wide range of services to the clients of the facility. The facility utilizes 34 distinct residential settings, 14 programmatic settings, a variety of on- and off-campus vocational settings, two Intensive Treatment Units, and a Medical Observation Unit. PSSC's goal is to stabilize behavioral, psychiatric, and medical challenges and teach transportable skills that will allow individuals to successfully move back into a community setting of their choice.

The Louisiana Legislative Auditor (LLA) received an anonymous complaint alleging that PSSC Police Captain Cedric Bias submitted falsified military orders to PSSC for the same dates he was on vacation. LLA initiated this investigative audit to determine the validity of this complaint. The procedures performed during this audit included:

- (1) interviewing PSSC employees and officials;
- (2) interviewing other people, as appropriate;
- (3) examining selected PSSC documents and records;
- (4) gathering and examining external parties' documents and records; and
- (5) reviewing applicable state laws and regulations.

FINDING AND RECOMMENDATIONS

Police Captain Submitted Altered Documentation and Improperly Recorded Military Leave

Pinecrest Supports and Services Center (PSSC) Police Captain Cedric Bias appears to have submitted altered military orders to PSSC to obtain paid military leave for dates that overlapped with personal vacation time (annual leave), and the dates reflected on the orders did not accurately correspond to his military service obligations. During the same period, Mr. Bias claimed 31 hours of on-call pay, in possible violation of PSSC on-call policy. By submitting altered military orders and improperly claiming military leave and on-call pay while on vacation, Mr. Bias may have violated state laws.^{1,2}

According to policy, military leave applies to any employee who is a member of the Reserve Component of the Armed Forces of the United States and to members of National Guard Units who are called to duty for military purposes. Military leave with pay for military training or military active duty is limited to 15 working days per calendar year. According to PSSC's Human Resources (HR) Director, employees who are service members must provide a copy of their military training orders to PSSC for approval of military leave. Upon receipt of military training orders, PSSC will manually enter 15 days of military leave into the payroll system. When the employee requests paid time off for military leave based on military training orders, the employee is required to complete a leave request form. If approved, the employee will then complete his or her time sheet and record military leave for the workdays to be missed due to military training. Each military leave day claimed is then deducted from the 15 military leave days entered in the payroll system. If additional time off is required (beyond 15 days), employees may use annual or compensatory leave.

The Louisiana Legislative Auditor (LLA) received an anonymous complaint alleging that PSSC Police Captain Cedric Bias submitted falsified military orders to PSSC for the same dates he was on vacation during July 2025. We spoke with PSSC's Regional Administrator Nancy Brown who told us that she also received a complaint that Mr. Bias claimed military leave while on vacation. Ms. Brown stated that she forwarded the complaint to PSSC's HR Director to investigate further. According to the HR Director, after speaking with Mr. Bias, she advised Mr. Bias to complete a prior-period adjustment form to change the 32 hours (four days) of military leave he recorded between July 17, 2025, and July 22, 2025, to annual leave. PSSC records show that Mr. Bias submitted a prior-period adjustment form which converted the military leave to annual leave on August 13, 2025. We reviewed Mr. Bias' time sheets, military training orders, and other documentation and found that he appears to have submitted altered military training orders to PSSC to obtain paid military leave for dates that overlapped with personal vacation time. During the same period, Mr. Bias claimed 31 hours of on-call pay in possible violation of PSSC on-call policy.

Military Leave

We spoke to PSSC's HR Analyst who told us that Mr. Bias provided him with three separate military training orders (orders) with training dates during calendar year 2025. According to PSSC records, Mr. Bias submitted the first two orders to PSSC on December 18, 2024. The first order covered annual training during the period January 30, 2025, to February 8, 2025, and the second order covered the period March 10, 2025, to March 14, 2025. The HR Analyst stated that upon receipt of these orders, he initialed and dated them (on December 18, 2024) and entered Mr. Bias' military leave (15 total days for calendar year 2025) into the payroll system. Time sheets completed by Mr. Bias and PSSC payroll records show that Mr. Bias recorded a total of nine days of military leave based on these orders.

PSSC records show that Mr. Bias submitted the third order to the HR Analyst on May 15, 2025. This order, dated March 1, 2025, included the same order number as the previous order (March 10, 2025, to March 14, 2025, training), and covered annual training from July 17, 2025, to July 22, 2025. Time sheets show that Mr. Bias recorded four days of military leave during this period: Thursday, July 17, 2025; Friday, July 18, 2025; Monday, July 21, 2025; and Tuesday, July 22, 2025.¹ After PSSC processed payroll, PSSC (and LLA) received a complaint which provided: (1) a statement that Mr. Bias submitted false orders for this period of time; (2) a statement that Mr. Bias was on a cruise ship during this period; and (3) photographic evidence alleging that Mr. Bias was on a cruise ship during this period.

PSSC's HR Director told us that she met with Mr. Bias regarding him going on a cruise while on military leave from PSSC. According to the HR Director, Mr. Bias did not deny or confirm to her that he was on a cruise while on military leave, so she advised Mr. Bias to complete a prior-period adjustment form to change his military leave to annual leave. According to the HR Director, Mr. Bias was reluctant to complete a prior-period adjustment form but completed the form a few days later. PSSC records show that Mr. Bias submitted a prior-period adjustment form which converted 32 hours of military leave (four days from July 17, 2025, to July 22, 2025) to annual leave on August 13, 2025.

We met with personnel at the military base that Mr. Bias reports to for training to determine the validity of the orders Mr. Bias submitted to PSSC. Military personnel attempted to obtain Mr. Bias's March 1, 2025, order (for July 2025 training) from their system by entering the order number on the document. However, that order number only generated Mr. Bias's order for his March 10, 2025, to March 14, 2025, training dates. Based on their search, it appears that the military only issued two orders, in November 2024, for the following periods: January 30, 2025, to February 8, 2025, and March 10, 2025, to March 14, 2025. As such, the military had no record of orders for Mr. Bias during July 2025 when he recorded military leave on his PSSC time sheets. Further, the military checked Mr.

¹ Mr. Bias did not claim leave on July 19, 2025, and July 20, 2025, as these were weekend days (Saturday or Sunday) which were his scheduled off days.

Bias' attendance at the base and had no record of his attendance from July 17, 2025, through July 22, 2025.

In addition, LLA received a photograph that purportedly showed Mr. Bias was on a cruise ship on July 18, 2025, when he recorded military leave on his PSSC time sheets. Although the photograph itself does not prove that Mr. Bias was on a cruise ship, PSSC personnel provided another photograph from a social media post that purportedly showed Mr. Bias and another PSSC employee were on a cruise ship during the same period. The other PSSC employee told us that Mr. Bias invited her to go on the cruise a week prior and confirmed that she attended the cruise with Mr. Bias from July 17, 2025, to July 21, 2025. The other PSSC employee confirmed that the pictures, included in social media posts, were taken on July 18, 2025: the second day of the cruise. We reviewed the other PSSC employee's time sheets and found that she recorded leave for the workdays that she attended the cruise: Thursday, July 17, 2025, Friday, July 18, 2025, and Monday, July 21, 2025. Mr. Bias resigned from his position the day after we spoke to the other PSSC employee who attended the cruise.

We spoke with Mr. Bias who confirmed his active military status and told us that he is required to complete monthly weekend drill training sessions and 15 days of annual training to maintain his active status. Mr. Bias could not explain why his November 24, 2024, and March 1, 2025, orders had the same order number but different dates for training. Mr. Bias stated he does not know how the military generates its order numbers or dates and could not explain how he received the March 1, 2025, order from the military. Although we explained to Mr. Bias that the military had no record of the March 1, 2025, order (for July 2025 training), he stated that he received the order from the military, submitted the order to PSSC's payroll personnel, and reported to training as indicated on the order.

Mr. Bias told us he reported for training on July 17, 2025; however, the following day, the unit canceled its remaining days of training (July 19, 2025, to July 22, 2025). After the cancellation, he was allowed to leave the base for the remainder of their scheduled training dates (July 19, 2025, to July 22, 2025). Mr. Bias stated that units regularly cancel a portion, or all, of their scheduled training sessions. He stated that upon cancellation, staff members are either assigned to other work duties or allowed to leave the base for the remainder of their scheduled training dates. According to Mr. Bias, since they were given permission to leave the base, he asked his unit supervisor if he could go on his family cruise which was scheduled to leave within a day or two. Mr. Bias stated that because he was not needed, his supervisor told him he could go on the cruise. Mr. Bias stated that his family planned a cruise to Cozumel from July 19, 2025, to July 22, 2025. According to Mr. Bias, because of his military training dates he was not originally included as a participant in the family cruise; however, he was allowed to replace another group member who could not go on the cruise.

On-Call Pay

According to policy, PSSC employees can receive compensation (cash payment or compensatory time) for hours worked in excess of regularly scheduled hours of duty, when the employee is assigned on-call duty and is available to report back to their duty station and be work ready within 30 to 45 minutes. PSSC records, including Mr. Bias' time sheet, show that Mr. Bias recorded that he was on-call for a total of 31 hours from July 21, 2025, to July 22, 2025: the same days that he informed us that he was on cruise (see section above). According to payroll records, PSSC paid Mr. Bias \$67 for these hours. However, since Mr. Bias was on a cruise, and in no position to be work ready within 30 to 45 minutes, it appears he was not eligible for on-call pay. However, after the HR Director questioned Mr. Bias about his military leave and his status for that period, Mr. Bias completed a prior-period adjustment form to delete the on-call hours from his time sheet for July 21, 2025, and July 22, 2025. PSSC deducted \$67 from Mr. Bias' next paycheck.

Conclusion

PSSC Police Captain Cedric Bias appears to have submitted altered military orders to PSSC to obtain paid military leave for dates that overlapped with personal vacation time (annual leave), and the dates reflected on the orders did not accurately correspond to his military service obligations. During the same period, Mr. Bias claimed 31 hours of on-call pay, in possible violation of PSSC on-call policy. By submitting altered military orders and improperly claiming military leave and on-call pay while on vacation, Mr. Bias may have violated state laws.^{1,2}

Recommendations

We recommend that PSSC implement written policies and procedures which require management to confirm the legitimacy of military training orders provided by employees before approval of military leave. In addition, management should require employees certify that they were engaged in military training activities for each day they claim military leave.

LEGAL PROVISIONS

¹ **Louisiana Revised Statute (La. R.S.) 14:133(A)** states, "Filing false public records is the filing or depositing for record in any public office or with any public official, or the maintaining as required by law, regulation, or rule, with knowledge of its falsity, or any of the following: (1) Any forged document. (2) Any wrongfully altered document. (3) Any document containing a false statement or false representation of a material fact."

² **La. R.S. 14:134(A)** states, in part, "Malfeasance in office is committed when any public officer or public employee does any of the following: (1) Intentionally refuses or fails to perform any duty lawfully required of him, as such officer or employee. (2) Intentionally performs any such duty in an unlawful manner, including violating the provisions of R.S. 32:43 et seq. (3) Knowingly permits any other public officer or public employee, under his authority, to intentionally refuse or fail to perform any duty lawfully required of him, or to perform any such duty in an unlawful manner..."

APPENDIX A

Management's Response



State of Louisiana
Louisiana Department of Health
Office for Citizens with Developmental Disabilities
Pinecrest Supports and Services Center

March 10, 2026

Michael J. "Mike" Waguespack, CPA
Louisiana Legislative Auditor
PO Box 94397
Baton Rouge, LA 70804-9397

Mr. Waguespack,

We are in receipt of the draft investigative audit report dated March 3, 2026, regarding your office's investigative audit on Louisiana Department of Health (LDH), Office for Citizens with Developmental Disabilities (OCDD), Pinecrest Supports and Services (PSSC). We have reviewed the document in its entirety and agree with the findings. We also agree with the recommendations received and will implement the following:

- 1) PSSC Human Resources Director will implement a procedure for the PSSC HR Analyst to confirm legitimacy of military training orders provided by employee(s) before approval of military leave. The HR Analyst will contact the appropriate Armed Forces facility where the employee(s) is ordered to complete training to confirm orders received.
- 2) PSSC Human Resources Director will develop an attendance certification form for each employee participating in Armed Forces training. PSSC will require employees in Armed Forces who are required to attend training to certify the time they were at the facility for training purposes by having their commanding officer review and confirm their time by signing and dating said form.

We appreciate your diligence with this matter.

Sincerely,

A handwritten signature in blue ink that reads "Nancy Brown RN".

Nancy Brown, RN
IDD Administrator 2