



LOUISIANA LEGISLATIVE AUDITOR  
DARYL G. PURPERA, CPA, CFE

May 23, 2018

Mr. Grant Soileau, Executive Director,  
and Members of the Board of Commissioners  
Housing Authority of the City of Ville Platte  
724 North Thompson Street  
Ville Platte, Louisiana 70586

Dear Mr. Soileau and Board members:

As you know, my Investigative Audit staff visited the Housing Authority of the City of Ville Platte (Housing Authority) to assess the validity of certain complaints. This letter briefly summarizes the results of our work. We stress the importance of addressing these issues and encourage you to consider our recommendations as you work to resolve the following:

#### Payments for Services Not Provided

The Housing Authority has contracted with the City of Ville Platte (City) for City police officers to provide security services and off-duty security details at Housing Authority facilities for several years. The current contract designates City Assistant Police Chief John Matte as the Administrative Liaison Officer to coordinate and supervise the services performed by City police officers. Additional responsibilities of the Administrative Liaison Officer include the processing of police and security reports; initiating and monitoring ongoing lines of communication with resident leaders; and coordinating security workshops and training seminars for residents. According to the contract, the Administrative Liaison Officer will be paid a salary of \$400 per pay period.

From January 2017 to December 2017, the Housing Authority paid Assistant Chief Matte \$9,600 (\$400 bi-monthly) as required by its security services contract with the City. There was no documentation, such as detailed timesheets, to show what services Assistant Chief Matte performed during this period. During our review of the security services contract, we found that the City provided a total of 16 off-duty security details from January 31, 2017 to December 3, 2017, for which the Housing Authority paid the officers a total of \$1,568. In addition, we found that Assistant Chief Matte did not perform all of the other responsibilities required of the Administrative Liaison Officer, such as initiating and monitoring ongoing lines of communication with resident leaders and coordinating security workshops and training seminars for residents. Based on this information, it appears that the Housing Authority paid Assistant Chief Matte for services not provided.

Assistant Chief Matte stated that the contract with the Housing Authority requires him to coordinate off-duty details and provide any other services requested by the Housing Authority, including providing reports, towing enforcement, and delivering tenant applications and background checks to the Housing Authority. Housing Authority Executive Director Grant Soileau stated that

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security details are not necessary during certain periods of the year, and that several sections of the contract, including the responsibilities of the Administrative Liaison Officer, were part of the original contract in the 1990s, when federal grants were available to fund security programs at Housing Authority facilities. Mr. Soileau stated that Assistant Chief Matte earns his salary during down times when the Housing Authority does not request off-duty security details by providing other services, such as running background checks for the Housing Authority. However, we found that Assistant Chief Matte's secretary runs background checks for the Housing Authority using the City's computer system.

Based on the infrequency of off-duty security details performed at Housing Authority facilities and the lack of documentation to support services provided by Assistant Chief Matte, the Housing Authority may have paid Assistant Chief Matte for services not provided in possible violation of the Louisiana Constitution.<sup>1</sup>

We recommend that the Housing Authority:

- (1) determine if security services are necessary and, if so, decide whether the current contract is the most cost effective means for accomplishing this objective;
- (2) require detailed invoices and documentation of the business purpose for all expenditures; and
- (3) promptly review invoices to ensure that services have been rendered and that all contractual and legal requirements have been met prior to making payment.

This correspondence represents our finding and recommendations, as well as management's response. This correspondence is intended primarily for the information and use of management of the Housing Authority. I trust this information will assist you in the efficient and effective operations of the Housing Authority. Should you have any questions, please contact Greg Clapinski or Jonathan Hodson at (225) 339-3800.

Sincerely,



Daryl G. Purpera, CPA, CFE  
Legislative Auditor

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VILLE PLATTE HA

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<sup>1</sup> Louisiana Constitution Article VII, Section 14(A) provides, in part, "Prohibited Uses. Except as otherwise provided by this constitution, the funds, credit, property, or things of value of the state or of any political subdivision shall not be loaned, pledged, or donated to or for any person, association, or corporation, public or private."

## APPENDIX A

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### Management's Response



**HOUSING AUTHORITY OF  
THE CITY OF VILLE PLATTE, LOUISIANA**

724 North Thompson  
VILLE PLATTE, LOUISIANA 70586  
337-363-2535  
Fax: 337-363-7783  
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**BOARD MEMBERS**

**Grant Soileau  
Executive Director**

**Daniel Arvie**  
*Chairman*  
**David Ortego**  
*Vice Chairman*  
**Grace Sibley**  
**Barbara Harrison**  
**Phillip Lemoine**

May 9, 2018                      Certified Mail 7008 0150 0000 3796 2963

Daryl G Purpera, CPA, CFE  
Louisiana Legislative Auditor  
Post Office Box 94397  
Baton Rouge, Louisiana 70804-9397

RE: Investigative audit

Dear Mr. Purpera,

We have received your recommendation concerning the audit and have taken action to make the necessary changes.

If you have any questions or concerns, please contact our office.

Sincerely,  
  
Grant Soileau  
Executive Director  
Ville Platte Housing Authority

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