Oregon Youth Authority
Investigations Decision Chart

Information/Complaint Received Requiring an Investigation

Identify Appropriate Entity to Initiate Investigation

HUMAN RESOURCES (HR)
* Labor Relations
* Harassment
* Retaliation
* Staff Grievances
* Discrimination EEO/AA
* Wage and Hour Claims

FUNCTIONAL UNIT MANAGER
* All Operational Issues
* Offender Grievances

IN CONSULTATION WITH
HUMAN RESOURCES PRIOR TO ANY ACTION
* Employee Conflict
* Employee Performance Issues
* Employee Misconduct

Consult with PSO, IA, other OYA Investigative Entities and/or Executive Management as necessary throughout process

Investigation

Refer to Functional Unit Manager and/or Take Appropriate Action

Consult with HR, PSO, IA, other OYA Investigative Entities and/or Executive Management, as necessary throughout process

Consult

Take Appropriate Action in Consultation with Human Resources

DHS
* Child Abuse

STATE POLICE
* Homicides
* Felony Assaults
* Deadly Use of Force
* Deaths
* Bomb Threats
* Sexual Assaults
* Official Misconduct
* Sex with an Offender
* Weapons / Drugs / Dangerous Contraband

Consult with HR, PSO, IA, other OYA Investigative Entities and/or Executive Management, as necessary throughout process

Consult

Review Findings to Appropriate Entity

PROFESSIONAL STANDARDS OFFICE (PSO)
* Employee Misconduct
  - Criminal Activity Off/On Duty
  - Retaliation
  - Ethical Violations
  - Offender Abuse
  - Involving Offenders
* Weapons, Drugs, Introduction of Contraband cases (Administrative)
* Assist Law Enforcement Agencies with Investigations
* PREA
* Hotline

Consult with HR, IA, other OYA Investigative Entities and/or Executive Management, as necessary throughout process

Consult with HR, PSO, other OYA Investigative Entities and/or Executive Management, as necessary throughout process

Consult

Report Findings to Appropriate Entity

INTERNAL AUDIT (IA)
* Purchase Schemes
* Sales Schemes
* Invoice Kickbacks
* Payroll Schemes
* Asset/Revenue (Overstatement or Understatement)
* Misuse of Inventory/Assets

Consult with HR, PSO, IA, other OYA Investigative Entities and/or Executive Management, as necessary throughout process

Audit

Rev 4/22/2010