



Offices of the  
Inspector General

**LUCY LANG**  
Inspector General

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October 25, 2022

Tina M. Stanford, Esq.  
Chairwoman  
New York State Board of Parole  
1220 Washington Avenue  
Albany, New York 12226

Re: NYS IG 0279-316-2020

Dear Chairwoman Stanford:

On January 31, 2020, the New York State Board of Parole alleged to the Offices of the New York State Inspector General that Parole Board ██████████ had submitted inaccurate and late vehicle logs, directed and paid a support staff member to complete his vehicle logs and to lookup potential incarcerated individuals and parolees that did not have a matter before him, and distributed 500 of his State-issued business cards in a matter of months. The Board of Parole also advised that ██████████ had been counseled for his wrongdoing.

By way of background, the New York State Vehicle Use Policy in effect during the relevant period stated that agencies must maintain vehicle use logs and “require any person using a State vehicle to record at least the following information: employee name, dates and times of use, driver and occupants of the vehicle, starting location and destination, purpose of the trip, starting and ending odometer readings, fuel and oil purchases, and employee signature.”<sup>1</sup>

The Inspector General investigated these allegations and found that in 2018, ██████████ paid a then New York State Department of Corrections and Community Supervision (DOCCS) administrative assistant to complete his State-assigned vehicle logs which, at the time, were over a year late. According to the administrative assistant, ██████████, who was “frantic” after being pressed by DOCCS administration to complete the logs, sought her assistance. Despite her initial objection that she lacked knowledge on how to properly complete the logs, ██████████ insisted and offered to pay her for her services. ██████████ then provided the administrative assistant with blank vehicle logs and instructed her to use online mapping websites to determine the distance between starting locations and destinations he provided, add “five to ten miles” each way to account for travel to hotels, and then enter the total mileage on the logs. When the

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<sup>1</sup> See, November 27, 2013, memorandum from then Secretary to the Governor Larry Schwartz to the heads of State agencies and public authorities entitled, “State Vehicle Use Policy.”

administrative assistant advised ██████ that she did not have time in her work schedule to complete this project, ██████ told her that she could complete the logs at home. The administrative assistant agreed to this arrangement. Subsequently, ██████ approached the administrative assistant on two other occasions, asking her to complete additional vehicle logs for him, which she did. According to the administrative assistant, ██████ paid her approximately \$80 each time.

██████ testified to the Inspector General and admitted to paying the administrative assistant to complete his vehicle logs. ██████, who affirmed that he had obtained a copy of, reviewed, and understood New York State's then Vehicle Use Policy, stated that he initially did not recognize this arrangement with the administrative assistant was inappropriate.

The investigation also found that ██████ asked the administrative assistant to look up then current parolees in a DOCCS database on at least ten occasions during ██████ tenure as a commissioner. The administrative assistant did this and verbally advised ██████ of her findings. According to the administrative assistant, current parolees have no business before ██████.

██████ testified to the Inspector General that he had requested the administrative assistant look up parolees to avoid potential conflicts of interest with respect to his outside employment. According to ██████, he conducts organizational leadership and mental health consulting work for a private consulting company, and he needed to verify that the individuals he was providing services to were not currently on parole. ██████ testified, and the Inspector General confirmed, that he had obtained approval from DOCCS for this outside employment and annually disclosed this outside income to the then New York State Joint Commission on Public Ethics (JCOPE).

As for the allegation that ██████ distributed 500 of his state-issued business cards in a matter of months, ██████ testified that he handed out his business cards during DOCCS meetings and hearings and has never used his business cards in relation to his outside employment.

██████ also testified that he had provided counseling and advice to the administrative assistant regarding her personal life, finances, and medications. ██████, who testified that he holds an advanced certificate in mental health counseling, is not a New York State licensed mental health counselor.

Given the above findings, and in light of the Board of Parole's earlier counseling of ██████, I recommend that the Board of Parole take whatever actions it deems appropriate against ██████. As ██████ actions may implicate New York State Public Officers Law, I am providing the findings of this investigation to the New York State Commission on Ethics and Lobbying in Government for its review and consideration.

Please advise me of any action taken by your office in response to this recommendation within 45 days of the date of this letter. If you require further information, please contact Deputy Inspector General James R. Davis at 518.474.1010.

Sincerely,



Lucy Lang  
Inspector General

cc: Kathleen M. Kiley, Esq.  
Counsel  
New York State Board of Parole

Sanford N. Berland, Esq.  
Executive Director  
New York State Commission on Ethics and Lobbying in Government