



COUNTY OF VENTURA

COUNTY EXECUTIVE OFFICE – HUMAN RESOURCES DIVISION

**Workplace Misconduct Complaint Resolution Report**

July through December 2023

We are pleased to present the County of Ventura’s Semiannual Workplace Misconduct Complaint Resolution Report for the period of July through December 2023. This is an update of the County’s Human Resources Division personnel administrative investigations into allegations of employee misconduct, discrimination, harassment, and policy violations.

Complaints may be filed 24/7 with the Employee Misconduct Hotline

**1-800-684-6523**

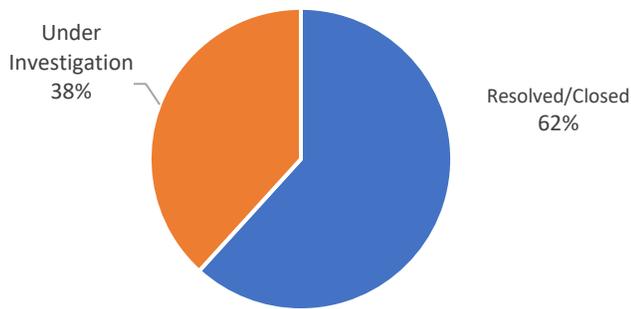
or via our online reporting form at <https://app.mycompliancereport.com/report?cid=COV>

This report also presents information related to the outcomes of investigations closed during the referenced time period and provides an update about our Employee Relations and Resolution Program which employs organizational development interventions to improve strained interpersonal/workplace relations.

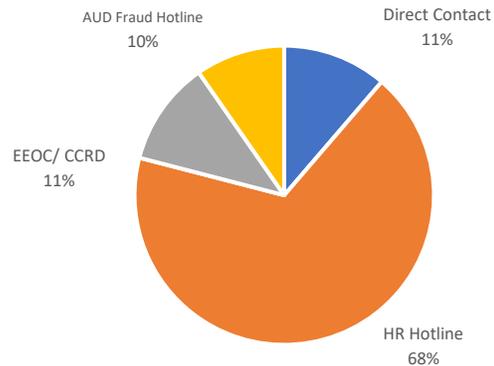
Although employees are encouraged to resolve concerns through their normal administrative channels whenever possible, we accept complaints at the Employee Misconduct Hotline 24 hours a day, seven days a week. This report compiles complaint data from a variety of sources including the Hotline, Equal Employment Opportunity Commission (EEOC), California Civil Rights Department (CRD), direct contact, and the Auditor-Controller Fraud Hotline. As part of the County’s obligation to the community and its employees, we are committed to full, fair, and impartial investigations into allegations of employee misconduct.

**COMPLAINT ACTIVITY AT A GLANCE**  
 Between July and December 2023, Human Resources responded to 115 complaints. Of those complaints, 44 remain open pending completion of investigations. Of the 71 closed cases, 30 were unsubstantiated, 21 were withdrawn due to insufficient information, 12 were substantiated, and 4 were substantiated in part.

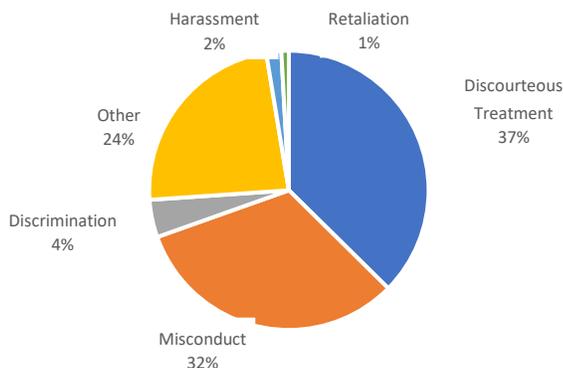
**62% of the cases have been resolved or closed.**



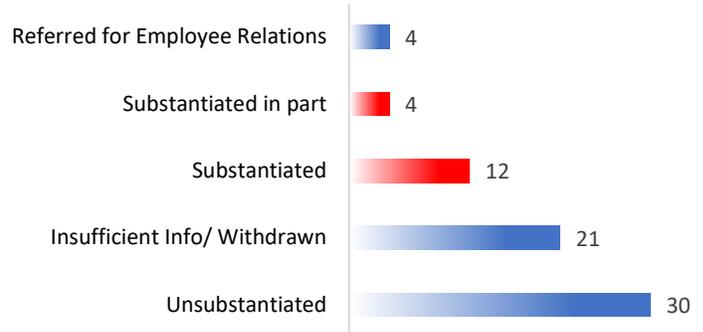
**68% of the complaints were received via the HR Hotline**



**Allegation Types**



**17% of Closed Cases are Substantiated**

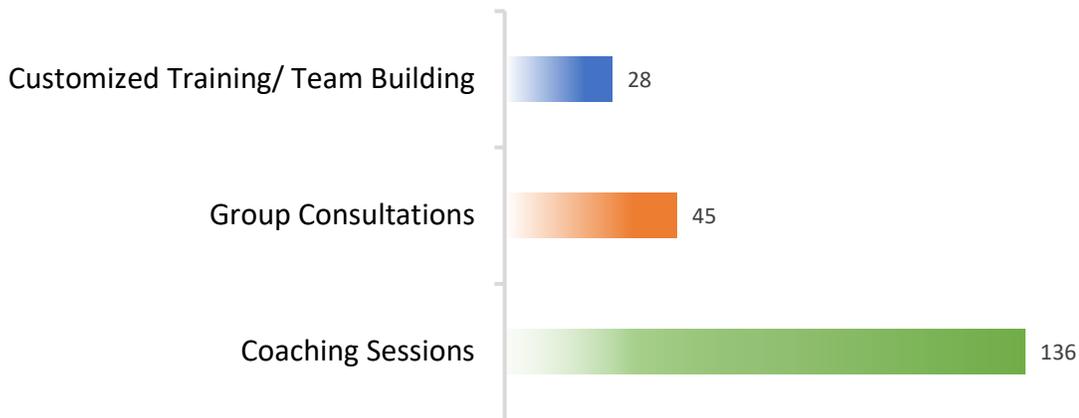


## SUBSTANTIATED COMPLAINTS AND INTERVENTIONS

1. An employee was under the influence at work.
2. Two employees engaged in acts inimical to public service.
3. An employee was sleeping at work.
4. Four employees behaved inappropriately at work.
5. Four employees behaved discourteously.

In each case, appropriate remedial measures were taken up to and including termination of employment.

## EMPLOYEE RELATIONS AND RESOLUTION PROGRAM INTERVENTIONS: 209



**Leadership Coaching.** 136 customized individual coaching sessions were conducted for leaders and employees in 17 different County agencies/departments.

**Group Consultation.** 45 process consultations were held to identify recurring conflict solutions. The outcome was beneficial in reducing complaints.

**Customized Training and Team Building.** 28 customized trainings and team-building sessions provided guidance on communication, conflict resolution, and support for agencies/departments.