

## FY 2013 - 14 Proposed Budget and Multi-Year Capital Plan

### Audit and Management Services

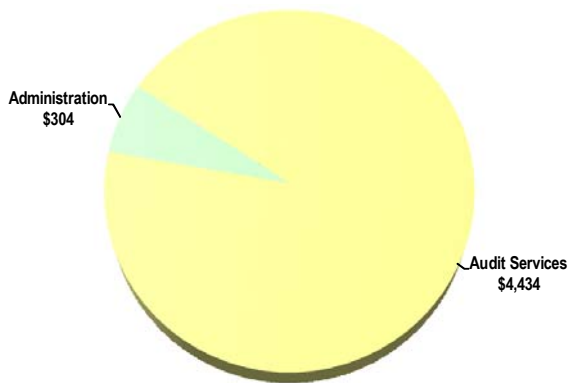
Audit and Management Services (AMS) performs audits to validate compliance with applicable rules and regulations, and identifies opportunities to improve performance and foster accountability.

As part of the General Government strategic area, AMS examines the operations of County government and external companies, contractors, and grantees to ensure that public funds are being spent appropriately and efficiently. AMS regularly performs audits of high-risk functions and activities, and responds to special audit requests from the Mayor, the Board of County Commissioners, and the Deputy Mayors. Audits are conducted in accordance with professional internal auditing standards, which require assessing risks; planning and performing work to achieve desired objectives; and communicating results that are accurate, constructive, timely, and adequately supported.

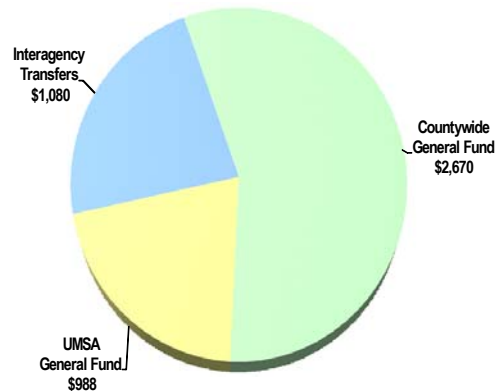
Department stakeholders include County departments and their business partners, as well as the general public.

### FY 2013-14 Proposed Budget

**Expenditures by Activity**  
(dollars in thousands)



**Revenues by Source**  
(dollars in thousands)



## FY 2013 - 14 Proposed Budget and Multi-Year Capital Plan

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### TABLE OF ORGANIZATION

<u>AUDIT SERVICES</u>		
<ul style="list-style-type: none"><li>Performs audits to improve performance and foster accountability, while promoting a more efficient, effective, and ethical County government</li></ul>		
<u>FY 12-13</u>	<u>FY 13-14</u>	
38	38	

<u>ADMINISTRATIVE SUPPORT SERVICES</u>		
<ul style="list-style-type: none"><li>Provides departmental support primarily in the areas of budget preparation and fiscal management, procurement, personnel administration, audit report processing, inventory/file management, and information technology assistance</li></ul>		
<u>FY 12-13</u>	<u>FY 13-14</u>	
5	5	

## FY 2013 - 14 Proposed Budget and Multi-Year Capital Plan

### FINANCIAL SUMMARY

(dollars in thousands)	Actual FY 10-11	Actual FY 11-12	Budget FY 12-13	Proposed FY 13-14
<b>Revenue Summary</b>				
General Fund Countywide	2,699	2,144	1,910	2,670
General Fund UMSA	894	754	671	988
Fees for Services	1,720	1,718	1,850	1,080
Total Revenues	5,313	4,616	4,431	4,738
<b>Operating Expenditures Summary</b>				
Salary	3,912	3,496	3,547	3,599
Fringe Benefits	954	685	657	897
Court Costs	0	0	0	0
Contractual Services	0	0	1	1
Other Operating	439	426	198	202
Charges for County Services	3	2	8	19
Grants to Outside Organizations	0	0	0	0
Capital	5	7	20	20
Total Operating Expenditures	5,313	4,616	4,431	4,738
<b>Non-Operating Expenditures Summary</b>				
Transfers	0	0	0	0
Distribution of Funds In Trust	0	0	0	0
Debt Service	0	0	0	0
Depreciation, Amortizations and Depletion	0	0	0	0
Reserve	0	0	0	0
Total Non-Operating Expenditures	0	0	0	0

(dollars in thousands)	Total Funding		Total Positions	
Expenditure By Program	Budget FY 12-13	Proposed FY 13-14	Budget FY 12-13	Proposed FY 13-14
<b>Strategic Area: General Government</b>				
Administration	288	304	5	5
Audit Services	4,143	4,434	38	38
Total Operating Expenditures	4,431	4,738	43	43

### SELECTED ITEM HIGHLIGHTS AND DETAILS

Line Item Highlights	(dollars in thousands)				
	Actual FY 10-11	Actual FY 11-12	Budget FY 12-13	Projection FY 12-13	Proposed FY 13-14
Advertising	0	0	0	0	0
Fuel	0	0	0	0	0
Overtime	0	0	0	0	0
Rent	256	264	0	0	0
Security Services	0	0	0	0	0
Temporary Services	0	0	0	0	0
Travel and Registration	3	4	6	6	6
Utilities	26	42	42	40	35

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### DIVISION: AUDIT SERVICES

The Audit Services Division performs audits to improve performance and foster accountability, while promoting a more efficient, effective, and ethical County government.

- Issues audit reports aimed at improving efficiency and effectiveness of County operations
- Assists in developing more effective approaches and tools for County departments responsible for monitoring grantees to assure consistency, efficiency, and effectiveness
- Develops in-house training curriculum commensurate with planned audits to ensure continued staff proficiency
- Consults with departments to ensure maximum collection of outstanding audit assessment fees
- Uses automated analytical tools to conduct operational analyses that yield cost savings and/or cost-avoidance, and identify significant and/or unusual variances that, if timely detected, can avert or identify fraud, waste, or abuse
- Conducts follow-up audits to ensure appropriate actions have been taken to address significant audit findings

### Strategic Objectives - Measures

- GG4-1: Provide sound financial and risk management

Objectives	Measures			FY 10-11	FY 11-12	FY 12-13	FY 12-13	FY 13-14
				Actual	Actual	Budget	Projection	Target
Conduct audits aimed at operational efficiency and effectiveness	Percentage of audit reports issued within 90 days of fieldwork completion	EF	↑	67%	66%	55%	55%	55%
	Amount collected from assessments (in thousands)*	OC	↑	\$3,045	\$1,322	\$1,500	\$1,500	\$1,500
	Amount assessed from audits (in thousands)	OC	↑	\$335	\$4,580	\$3,000	\$3,000	\$3,000
	Audit reports issued	OP	↔	36	35	35	35	35
	Percentage of planned follow-up audits completed**	OP	↔	47%	62%	50%	50%	50%

\* In FY 2010-11 and FY 2011-12, assessments and collections were unusually high due to a higher concentration of contract audits performed

\*\* The FY 2010-11 actuals reflect a reduction in staff

### ADDITIONAL INFORMATION

- The Department continues to complete complex audits that have resulted in revenue recoveries, terminations of contracts with non-performing external agencies, improved processes and controls, and enhanced auditee compliance
- The FY 2013-14 Proposed Budget includes \$1.080 million for direct services from the following County departments: Aviation (\$440,000) and Water and Sewer (\$440,000), and Office of Citizens' Independent Transportation Trust (\$200,000)

### Department Operational Unmet Needs

Description	(dollars in thousands)		Positions
	Startup Costs/ Non Recurring Costs	Recurring Costs	
Hire two Senior Auditors and three Associate Auditors to perform audits	\$10	\$440	5
<b>Total</b>	<b>\$10</b>	<b>\$440</b>	<b>5</b>