

FY 2018 - 19 Adopted Budget and Multi-Year Capital Plan

Audit and Management Services

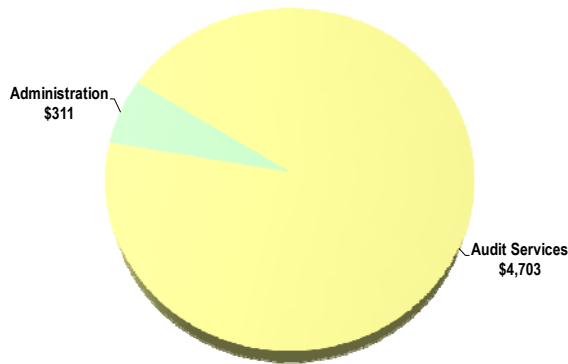
Audit and Management Services (AMS) performs audits to validate compliance with applicable rules and regulations and identifies opportunities to improve performance and foster accountability.

As part of the General Government strategic area, AMS examines the operations of County government, other governmental jurisdictions, 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 Office of the Mayor, Board of County Commissioners, Deputy Mayors and Department Directors. 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.

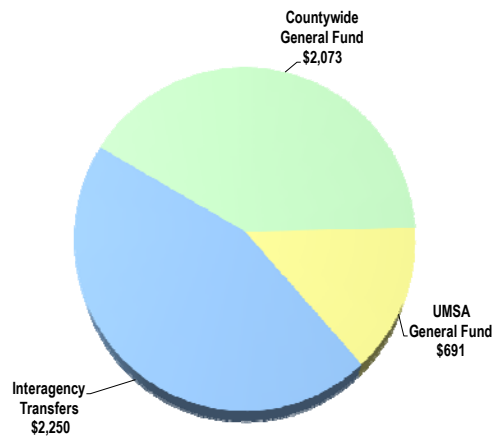
Department stakeholders include County departments and their business partners, as well as the general public.

FY 2018-19 Adopted Budget

Expenditures by Activity
(dollars in thousands)



Revenues by Source
(dollars in thousands)



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TABLE OF ORGANIZATION

<u>AUDIT SERVICES</u>	
<ul style="list-style-type: none">Performs audits to improve performance and foster accountability, while promoting a more efficient, effective, and ethical County government	
<u>FY 17-18</u> 34	<u>FY 18-19</u> 34

<u>ADMINISTRATIVE SUPPORT SERVICES</u>	
<ul style="list-style-type: none">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	
<u>FY 17-18</u> 4	<u>FY 18-19</u> 3

The FY 2018-19 total number of full-time equivalent positions is 37

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FINANCIAL SUMMARY

(dollars in thousands)	Actual FY 15-16	Actual FY 16-17	Budget FY 17-18	Adopted FY 18-19
Revenue Summary				
General Fund Countywide	1,621	1,813	1,933	2,073
General Fund UMSA	568	604	644	691
Fees for Services	2,150	2,162	2,250	2,250
Total Revenues	4,339	4,579	4,827	5,014

Operating Expenditures

(dollars in thousands)	Actual FY 15-16	Actual FY 16-17	Budget FY 17-18	Adopted FY 18-19
Summary				
Salary	3,029	3,227	3,408	3,485
Fringe Benefits	911	1,055	1,187	1,278
Court Costs	0	0	0	0
Contractual Services	0	0	0	0
Other Operating	114	116	160	167
Charges for County Services	38	42	62	74
Grants to Outside Organizations	0	0	0	0
Capital	14	2	10	10
Total Operating Expenditures	4,106	4,442	4,827	5,014

Non-Operating Expenditures

(dollars in thousands)	Actual FY 15-16	Actual FY 16-17	Budget FY 17-18	Adopted FY 18-19
Summary				
Transfers	23	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	23	0	0	0

(dollars in thousands)	Total Funding		Total Positions	
	Budget FY 17-18	Adopted FY 18-19	Budget FY 17-18	Adopted FY 18-19
Expenditure By Program				
Strategic Area: General Government				
Administration	303	311	4	3
Audit Services	4,524	4,703	34	34
Total Operating Expenditures	4,827	5,014	38	37

SELECTED ITEM HIGHLIGHTS AND DETAILS

Line Item Highlights	(dollars in thousands)				
	Actual FY 15-16	Actual FY 16-17	Budget FY 17-18	Actual FY 17-18	Budget FY 18-19
Advertising	0	0	0	0	0
Fuel	0	0	0	0	0
Overtime	0	0	0	0	0
Rent	0	0	0	0	0
Security Services	0	0	0	0	0
Temporary Services	0	0	0	0	0
Travel and Registration	5	4	10	2	10
Utilities	35	31	32	33	34

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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 ensure 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 identifies 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 15-16	FY 16-17	FY 17-18	FY 17-18	FY 18-19
				Actual	Actual	Budget	Actual	Target
Conduct audits aimed at operational efficiency and effectiveness	Percentage of audit reports issued within 90 days of fieldwork completion	EF	↑	53%	46%	50%	51%	50%
	Amount collected from assessments (in thousands)	OC	↑	\$2,255	\$1,863	\$1,500	\$3,136	\$1,500
	Amount assessed from audits (in thousands)*	OC	↑	\$2,855	\$860	\$3,000	\$4,487	\$3,000
	Audit reports issued**	OP	↔	30	52	30	43	30
	Percentage of planned follow-up audits completed***	OP	↔	4%	74%	40%	47%	50%

* A large percentage of audits performed in FY 2016-17 were not revenue based.

** Compliance audit reports, which are less time consuming to generate, represented a sizable percentage of the increase in FY 2016-17.

*** A follow-up audit is not listed as completed until the final report is issued and only one of these was completed in FY 2015-16; in FY 2016-17 a large percentage of the completed audits were the result of following up on compliance audits for the Citizen's Independent Transportation Trust.

ADDITIONAL INFORMATION

- The FY 2018-19 Adopted Budget includes \$2.250 million for direct audit services provided for County departments such as Aviation, Water and Sewer, Seaport, Solid Waste Management, Transportation and Public Works, Office of the Citizens' Independent Transportation Trust, and others
- The FY 2018-19 Adopted Budget includes the elimination of a vacant Clerk 4 position.

Department Operational Unmet Needs

Description	(dollars in thousands)		Positions
	Startup Costs/ Non Recurring Costs	Recurring Costs	
Fund two Senior Auditors and three Associate Auditors to perform audits	\$0	\$455	5
Total	\$0	\$455	5