Scorecard - Audit and Management Services

Information

Name: Audit and Management Services

Description: n/a

Domain: AMS

Owners: Jackson, Cathy (AMS); McKee, Nancy

Details

	As Of	Actual	Target	FYTD Actual	FYTD Target
1.0 Customer					
Monitor Auditee Corrective Actions (AMS)					
Complete planned follow-up audits.	'16 FQ3	0%	10%	4%	30%
Communicate Audit Results Timely (AMS)					
Issue draft reports within 90 days of fieldwork completion.	'16 FQ3	67%	50%	59%	50%
2.0 Financial					
Meet Budget Targets (Audit and Management Services)					
Expen: Total (Audit & Mgmt Svcs)	'16 FQ3	$983K	$1,117K	$3,062K	$3,349K
Revenue: Total (Audit & Mgmt Svcs)	'16 FQ3	$30K	$1,117K	$40K	$3,349K
Positions: Full-Time Filled (AMS)	'16 FQ3	35	37 (34 - 37)	35	37 (34 - 37)
Budget Implementation: FY 10-11 (AMS)					

Initiative Name	Type	As Of	Status	%	Owners
Eliminate 2 vacant Audit Supervisor positions , and 3 vacant Associate Auditor positions. (AMS-1)		n/a	n/a		Jackson, Cathy (AMS)

Sound asset management and financial investment strategies (AMS)											
Net Audit Assessment		'16 FQ3		$0	$750,000					$1,584,724	$2,250,000
Audit Assessments Collected		'16 FQ3		$222,695	$375,000					$1,524,223	$1,125,000
Audit Reports or Deliverables		'16 FQ3		3	8					20	22
Complete Risk Assessment Analysis and Develop Audit Plan		2016 FY		100%	100%					100%	100%
Budget Implementation FY 09-10 (AMS)											

Initiative Name	Type	As Of	Status	%	Owners
Eliminate 6 positions in Audit Services (AMS-1)		10/31/2009	Complete	100%	Jackson, Cathy (AMS)
Eliminate 1 position in Administration (AMS-2)		10/31/2009	Complete	100%	Jackson, Cathy (AMS)

3.0 Internal											
4.0 Learning and Growth											
Staff Development and Certification (AMS)											
Audit Staff Professionally Certified		'16 FQ3		69%	55%					68%	55%
Hold Quarterly Staff Meetings		'16 FQ3		1	1					3	3
Complete Evaluations Within 30 Days After Due Date.		'16 FQ3		50%	90%					42%	90%
Maintain a High Training Satisfaction Rate.		2016 FY		0%	95%					0%	95%
Continuing education hours		2016 FY		0	40					0	40

Scorecard	Description	Owners
Audit and Management Services		Jackson, Cathy (AMS); McKee, Nancy

Initiatives Linked to Scorecard	Est. Start	Est. End	Type	As Of	%	Status	Owners
Eliminate 6 positions in Audit Services (AMS-1)	10/1/2009	9/30/2010		10/31/2009	100%	Complete	Jackson, Cathy (AMS)

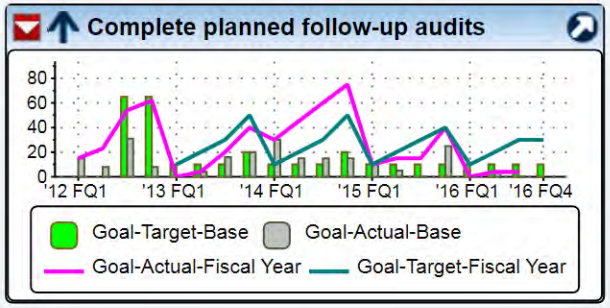
1.0 Customer

Objective	Description	Owners
Monitor Auditee Corrective Actions (AMS)	Conduct follow-up audits to assure key audit findings are appropriately and timely addressed.	Jackson, Cathy (AMS); McKee, Nancy; Audit Management Services

Grandparent Objectives	Description	Owners
GG4 Effective management practices		Miami-Dade County

Parent Objectives	Description	Owners
GG4-1 Provide sound financial and risk management		Miami-Dade County

Measures Linked to Objective	Period	Actual	Target	Variance	Owners
Complete planned follow-up audits.	'16 FQ3	0%	10%	-10%	Jackson, Cathy (AMS); McKee, Nancy

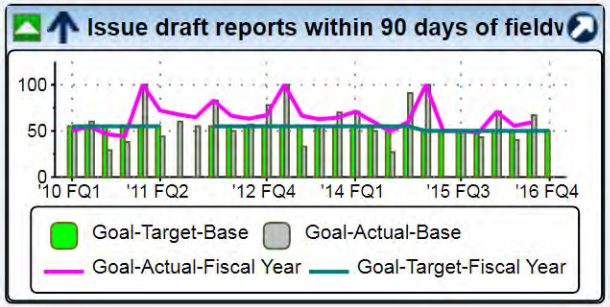


Objective	Description	Owners
Communicate Audit Results Timely (AMS)		Jackson, Cathy (AMS); McKee, Nancy; Audit Management Services

Grandparent Objectives	Description	Owners
GG4 Effective management practices		Miami-Dade County

Parent Objectives	Description	Owners
GG4-1 Provide sound financial and risk management		Miami-Dade County

Measures Linked to Objective		Period	Actual	Target	Variance	Owners
Issue draft reports within 90 days of fieldwork completion.		'16 FQ3	67%	50%	17%	Jackson, Cathy (AMS); McKee, Nancy



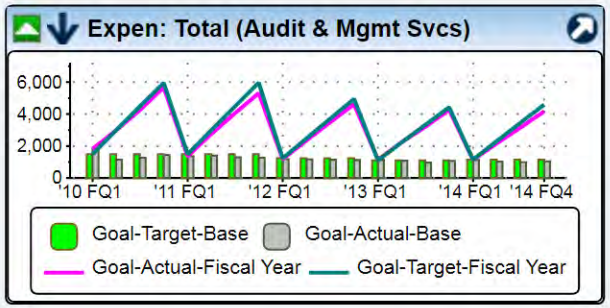
2.0 Financial

Objective	Description	Owners
Meet Budget Targets (Audit and Management Services)		Jackson, Cathy (AMS); McKee, Nancy; Audit Management Services

Grandparent Objectives	Description	Owners
GG4-2 Effectively allocate resources to meet current and future operating and capital needs		Miami-Dade County

Parent Objectives	Description	Owners
Meet Budget Targets (All Miami-Dade County)	This is the parent objectives to all departmental "Meet Budget Targets" objective. This is the child objective to the County's Strategic Plan Objective, "GG4-2: Effectively allocate and utilize resources to meet current and future operating and capital needs."	Moon, Jennifer (OMB)

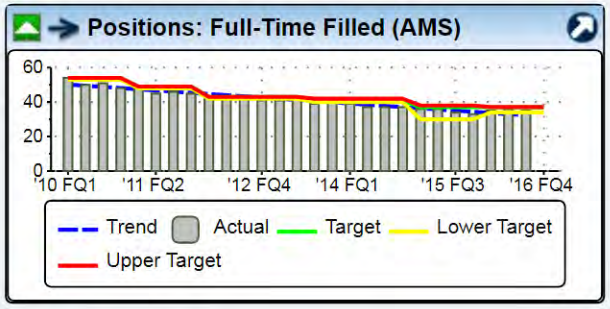
Measures Linked to Objective		Period	Actual	Target	Variance	Owners
Expen: Total (Audit & Mgmt Svcs)		'16 FQ3	$983K	$1,117K	$134K	Jackson, Cathy (AMS); McKee, Nancy



Child Measures		Period	Actual	Target	Variance	Owners
Expenditure: Personnel Costs (AMS)		'16 FQ3	$966K	$1,061K	$-95K	Jackson, Cathy (AMS); McKee, Nancy
Expenditure: Court Costs (AMS)		'16 FQ3	$0K	$0K	$0K	Jackson, Cathy (AMS); McKee, Nancy
Expenditure: Contractual Services (AMS)		'16 FQ3	$0K	$0K	$0K	Jackson, Cathy (AMS); McKee, Nancy

Expenditure: Other Operating (AMS)		'16 FQ3	$15K	$47K	$-32K	Jackson, Cathy (AMS); McKee, Nancy
Expenditure: Charges for County Services (AMS)		'16 FQ3	$2K	$5K	$-3K	Jackson, Cathy (AMS); McKee, Nancy
Expenditure: Grants to Outside Organizations (AMS)		'16 FQ3	$0K	$0K	$0K	Jackson, Cathy (AMS); McKee, Nancy
Expenditure: Capital (AMS)		'16 FQ3	$0K	$4K	$4K	Jackson, Cathy (AMS); McKee, Nancy
Expenditure: Transfers Out (AMS)		'16 FQ3	$0K	$0K	$0K	Jackson, Cathy (AMS); McKee, Nancy
Expenditure: Distribution of Funds in Trust (AMS)		'16 FQ3	$0K	$0K	$0K	Jackson, Cathy (AMS); McKee, Nancy
Expenditure: Debt Service (AMS)		'16 FQ3	$0K	$0K	$0K	Jackson, Cathy (AMS); McKee, Nancy
Expenditure: Depreciation, Amortization, Depletion (AMS)		'16 FQ3	$0K	$0K	$0K	Jackson, Cathy (AMS); McKee, Nancy
Expenditure: Reserves (AMS)		'16 FQ3	$0K	$0K	$0K	Jackson, Cathy (AMS); McKee, Nancy
Expenditure: Intradepartmental Transfers (AMS)		'16 FQ3	$0K	$0K	$0K	Jackson, Cathy (AMS); McKee, Nancy
Expenditure: Other Non-Operating (AMS)		'16 FQ3	$0K	$0K	$0K	Jackson, Cathy (AMS); McKee, Nancy
Revenue: Total (Audit & Mgmt Svcs)		'16 FQ3	$30K	$1,117K	$-1,087K	Jackson, Cathy (AMS); McKee, Nancy

Child Measures		Period	Actual	Target	Variance	Owners
Revenue: Carryover (AMS)		'16 FQ2	$0K	$0K	$0K	Jackson, Cathy (AMS); McKee, Nancy
Revenue: Interagency/Intradepartmental (AMS)		'16 FQ2	$10K	$575K	$-565K	Jackson, Cathy (AMS); McKee, Nancy
Revenue: General Fund (AMS)		'16 FQ2	$0K	$541K	$-541K	Jackson, Cathy (AMS); McKee, Nancy
Revenue: Proprietary (AMS)		'16 FQ2	$0K	$0K	$0K	Jackson, Cathy (AMS); McKee, Nancy
Revenue: State (AMS)		'16 FQ2	$0K	$0K	$0K	Jackson, Cathy (AMS); McKee, Nancy
Revenue: Federal (AMS)		'16 FQ2	$0K	$0K	$0K	Jackson, Cathy (AMS); McKee, Nancy
Positions: Full-Time Filled (AMS)		'16 FQ3	35	37 (34 - 37)	-2	Jackson, Cathy (AMS); McKee, Nancy



Objective	Description	Owners
Budget Implementation: FY 10-11 (AMS)		Jackson, Cathy (AMS)

Initiatives Linked to Objective	Est. Start	Est. End	Type	As Of	%	Status	Owners
Eliminate 2 vacant Audit Supervisor positions , and 3 vacant Associate Auditor positions. (AMS-1)	10/1/2010	9/30/2011		n/a		n/a	Jackson, Cathy (AMS)

Objective	Description	Owners
Sound asset management and financial investment strategies (AMS)	Use risk-based techniques to identify high risk/high-impact audit subjects in developing the audit plan. Produce constructive recommendations that promote high-impact, specific dollar savings, process improvements, or cost avoidance. Use computerized audit technology to conduct high-impact audits.	Jackson, Cathy (AMS); McKee, Nancy; Audit Management Services

Grandparent Objectives	Description	Owners
GG4 Effective management practices		Miami-Dade County

Parent Objectives	Description	Owners
GG4-1 Provide sound financial and risk management		Miami-Dade County

Measures Linked to Objective		Period	Actual	Target	Variance	Owners
Net Audit Assessment	▼	'16 FQ3	$0	$750,000	$-750,000	Jackson, Cathy (AMS); McKee, Nancy
Audit Assessments Collected	▼	'16 FQ3	$222,695	$375,000	$-152,305	Jackson, Cathy (AMS); McKee, Nancy
Audit Reports or Deliverables	▼	'16 FQ3	3	8	-5	Jackson, Cathy (AMS); McKee, Nancy
Complete Risk Assessment Analysis and Develop Audit Plan	▲	2016 FY	100%	100%	0%	Jackson, Cathy (AMS); McKee, Nancy

Objective	Description	Owners
Budget Implementation FY 09-10 (AMS)		Jackson, Cathy (AMS)

Initiatives Linked to Objective	Est. Start	Est. End	Type	As Of	%	Status	Owners
Eliminate 6 positions in Audit Services (AMS-1)	10/1/2009	9/30/2010		10/31/2009	100%	Complete	Jackson, Cathy (AMS)
Eliminate 1 position in Administration (AMS-2)	10/1/2009	9/30/2010		10/31/2009	100%	Complete	Jackson, Cathy (AMS)

3.0 Internal

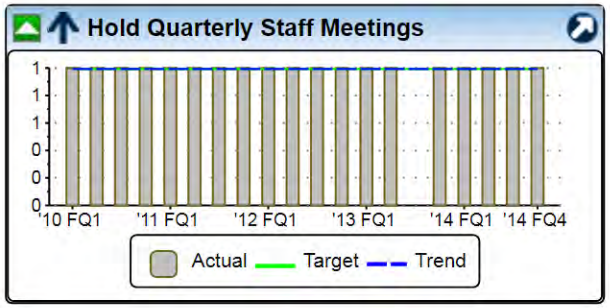
4.0 Learning and Growth

Objective	Description	Owners
Staff Development and Certification (AMS)	Identify staff needs and provide training. Maintain open communication with employees to promote healthy exchange of ideas. Complete annual reviews timely. Give hiring and promotional preference to certified individuals.	Jackson, Cathy (AMS); McKee, Nancy; Audit Management Services

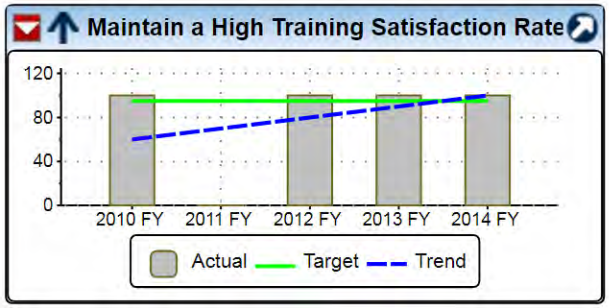
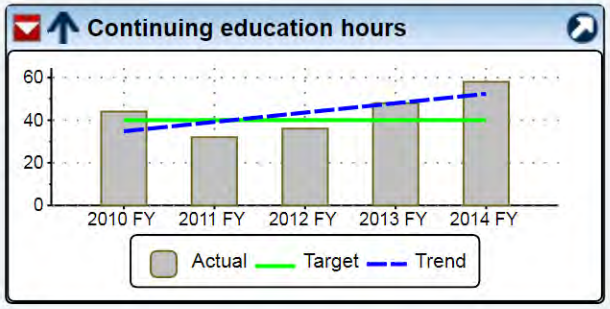
Grandparent Objectives	Description	Owners
GG2 Excellent, engaged workforce		Miami-Dade County

Parent Objectives	Description	Owners
GG2-1 Attract and hire new talent		Miami-Dade County
GG2-2 Develop and retain excellent employees and leaders		Miami-Dade County

Measures Linked to Objective		Period	Actual	Target	Variance	Owners
Audit Staff Professionally Certified		'16 FQ3	69%	55%	14%	Jackson, Cathy (AMS); McKee, Nancy
Hold Quarterly Staff Meetings		'16 FQ3	1	1	0	Jackson, Cathy (AMS); McKee, Nancy



Complete Evaluations Within 30 Days After Due Date.		'16 FQ3	50%	90%	-40%	Jackson, Cathy (AMS); McKee, Nancy
Maintain a High Training Satisfaction Rate.		2016 FY	0%	95%	-95%	Jackson, Cathy (AMS); McKee, Nancy



Continuing education hours		2016 FY	0	40	-40	Jackson, Cathy (AMS); McKee, Nancy