

Scorecard - Audit and Management Services

Information


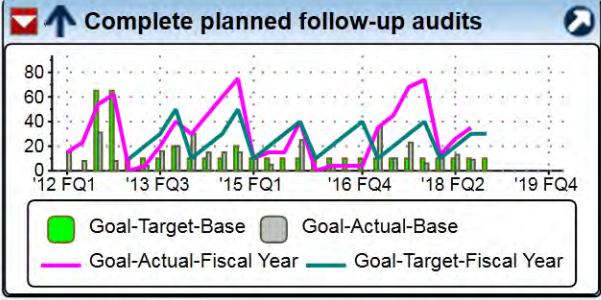
Name: Audit and Management Services
Description: n/a
Domain: AMS
Owners: Jackson, Cathy (AMS); McKee, Nancy


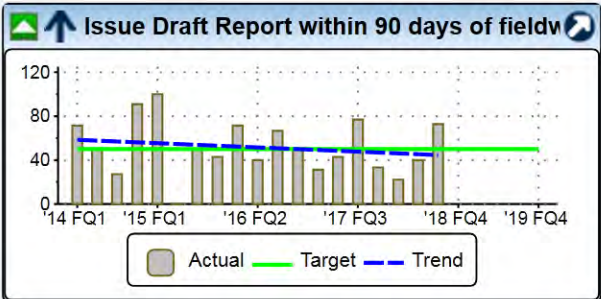
Details

	As Of		Actual	Target		FYTD Actual	FYTD Target			
1.0 Customer										
Monitor Auditee Corrective Actions (AMS)										
Complete planned follow-up audits.	'18 FQ3		9%	10%		35%	30%			
Communicate Audit Results Timely (AMS)										
Issue Draft Report within 90 days of fieldwork completion (new)	'18 FQ3		73% (8 / 11)	50%		47% (14 / 30)	50%			
2.0 Financial										
Meet Budget Targets (Audit and Management Services)										
Expen: Total (Audit & Mgmt Svcs)	'18 FQ3		\$1,081K	\$1,228K		\$3,405K	\$3,683K			
Revenue: Total (Audit & Mgmt Svcs)	'18 FQ3		\$15K	\$1,228K		\$20K	\$3,684K			
Positions: Full-Time Filled (AMS)	'18 FQ3		35	n/a		35	n/a			
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	'18 FQ3		\$374,100	\$750,000		\$1,739,359	\$2,250,000			
Audit Assessments Collected	'18 FQ3		\$159,219	\$375,000		\$2,708,247	\$1,125,000			
Audit Reports or Deliverables	'18 FQ3		11	8		30	22			
Complete Risk Assessment Analysis and Develop Audit Plan	2018 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	'18 FQ3		69%	55%		68%	55%			
Maintain a High Training Satisfaction Rate.	2018 FY		n/a	95%		n/a	n/a			
Hold Quarterly Staff Meetings	'18 FQ3		1	1		3	3			
Complete Evaluations Within 30 Days After Due Date.	'18 FQ3		60%	90%		74%	90%			
Continuing education hours	2018 FY		4	40		4	40			

Business Plan Report - Audit and Management Services


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

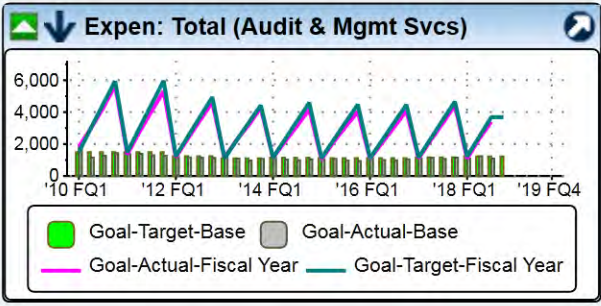
Objective	Description	Owners			
Monitor Auditee Corrective Actions (AMS)	Conduct follow-up audits to assure key audit findings are appropriately and timely addressed.	Jackson, Cathy (AMS); McKee, Nancy; Audit Management Services			
Measures Linked to Objective	Period	Actual	Target	Variance	Owners
Complete planned follow-up audits. 	'18 FQ3	9%	10%	-1%	Jackson, Cathy (AMS); McKee, Nancy
					


Objective	Description	Owners			
Communicate Audit Results Timely (AMS)		Jackson, Cathy (AMS); McKee, Nancy; Audit Management Services			
Measures Linked to Objective	Period	Actual	Target	Variance	Owners
Issue Draft Report within 90 days of fieldwork completion (new) 	'18 FQ3	73% (8 / 11)	50%	23%	Jackson, Cathy (AMS)
					

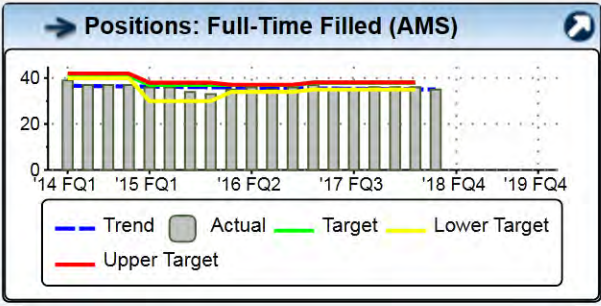
2.0 Financial

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

Measures Linked to Objective	Period	Actual	Target	Variance	Owners
Expen: Total (Audit & Mgmt Svcs) 	'18 FQ3	\$1,081K	\$1,228K	\$147K	Jackson, Cathy (AMS); McKee, Nancy




Revenue: Total (Audit & Mgmt Svcs) 	'18 FQ3	\$15K	\$1,228K	\$-1,213K	Jackson, Cathy (AMS); McKee, Nancy
Positions: Full-Time Filled (AMS)	'18 FQ3	35	n/a	n/a	Jackson, Cathy (AMS); McKee, Nancy

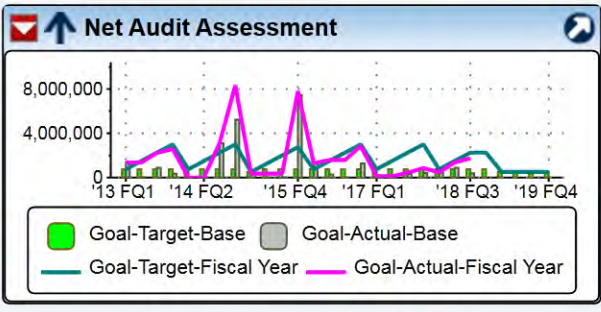


Objective	Description	Owners
Budget Implementation: FY 10-11 (AMS)		Jackson, Cathy (AMS)

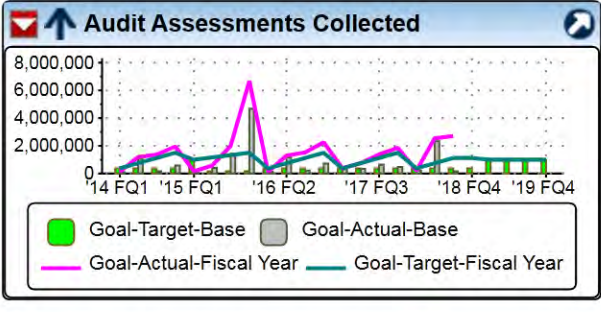
Objective	Description	Owners
Sound asset management and financial investment strategies (AMS)	Use risk-based techniques to identify high risk/high-impact audit subjects in developing the audit plan. Produce constructive recommendations that promote high-impact, specific dollar savings, process improvements,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


Business Plan Report - Audit and Management Services

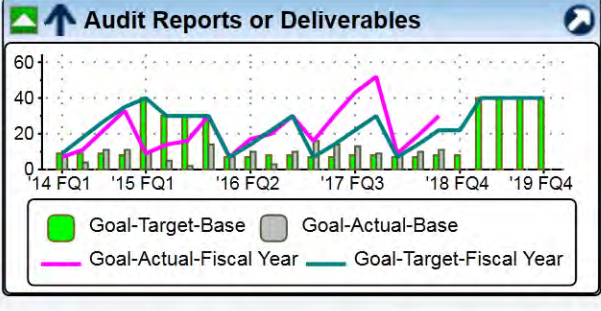
Measures Linked to Objective	Period	Actual	Target	Variance	Owners
Net Audit Assessment 	'18 FQ3	\$374,100	\$750,000	\$-375,900	Jackson, Cathy (AMS); McKee, Nancy



Audit Assessments Collected 	'18 FQ3	\$159,219	\$375,000	\$-215,781	Jackson, Cathy (AMS); McKee, Nancy
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Audit Reports or Deliverables 	'18 FQ3	11	8	3	Jackson, Cathy (AMS); McKee, Nancy
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Business Plan Report - Audit and Management Services

Complete Risk Assessment Analysis and Develop Audit Plan

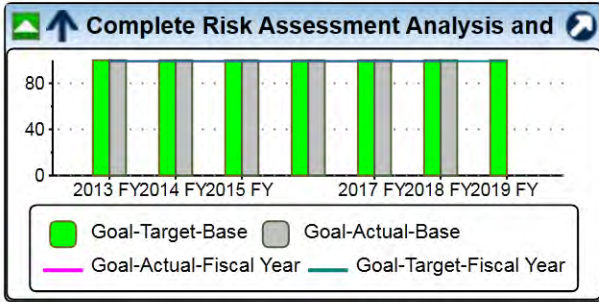


2018 FY

100%

100%

0% Jackson, Cathy (AMS); McKee, Nancy



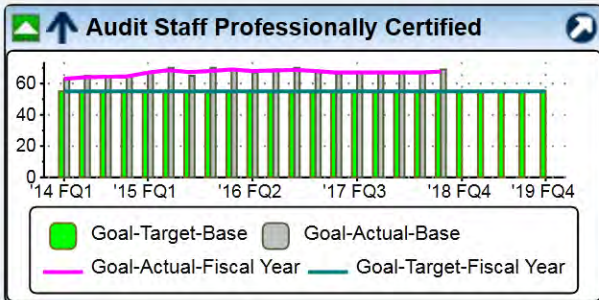
Objective	Description	Owners
Budget Implementation FY 09-10 (AMS)		Jackson, Cathy (AMS)

3.0 Internal

4.0 Learning and Growth

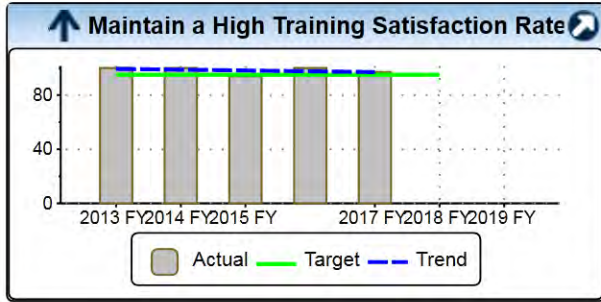
Objective	Description	Owners
Staff Development and Certification (AMS)	Identify staff needs and provide training. Maintain open communication with employees to promote healthy exchange of ideas. Complete annual reviews timely. Give hiring and promotional preference to certified individuals.	Jackson,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

Measures Linked to Objective	Period	Actual	Target	Variance	Owners
Audit Staff Professionally Certified	'18 FQ3	69%	55%	14%	Jackson, Cathy (AMS); McKee, Nancy

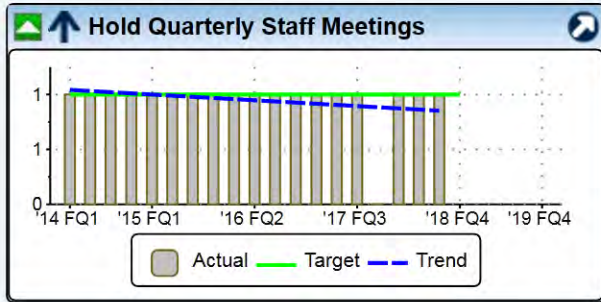


Business Plan Report - Audit and Management Services

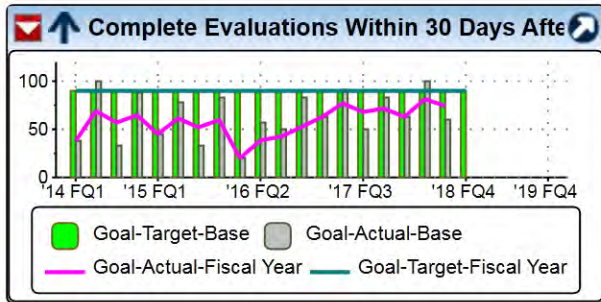
Maintain a High Training Satisfaction Rate. 2018 FY n/a 95% n/a Jackson, Cathy (AMS); McKee, Nancy



Hold Quarterly Staff Meetings '18 FQ3 1 1 0 Jackson, Cathy (AMS); McKee, Nancy



Complete Evaluations Within 30 Days After Due Date. '18 FQ3 60% 90% -30% Jackson, Cathy (AMS); McKee, Nancy



Continuing education hours



2018 FY

4

40

-36 Jackson, Cathy (AMS); McKee, Nancy

