OVERVIEW

- Results Review FY 2006
- Initial Observations
- Moving Forward
- Salary Schedule
- Closed Session – Personnel Matter
Results Review FY 2006

- Understaffed 5 audit FTE’s (18%)
- 12 new staff members (30%)
- Met established output goals
# Performance Statistics

<table>
<thead>
<tr>
<th>Category</th>
<th>Goal</th>
<th>Issued</th>
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<tbody>
<tr>
<td>Number of Reports Issued -</td>
<td>31</td>
<td>34</td>
</tr>
<tr>
<td>Audit Work Performed, No Report Issued</td>
<td>0</td>
<td>2</td>
</tr>
<tr>
<td>Bid Reviews – Sole Source / Single Bid</td>
<td>0</td>
<td>54</td>
</tr>
<tr>
<td>Grant Monitoring Reviews</td>
<td>342</td>
<td>386</td>
</tr>
<tr>
<td>Fraud, Waste and Abuse Calls</td>
<td>1101</td>
<td>328</td>
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</table>

(Cases Opened – 40)
RESULTS
FY 2006 Work

- Staff Accountability
- Neighborhood Quality of Life
RESULTS
Staff Accountability

- Improved financial accounting and reporting
- Improved controls over city operations
- Improved third-party vendors accountability
RESULTS

Neighborhood / Quality of Life

- Identified opportunities to improve risk assessment of health issues facing the City

- Identified deficiencies in registration and inspection of multi-tenant facilities
Cost Savings / Revenue Enhancements

Department of Aviation Fees
(Off-Airport Concession / Commercial Vehicle) $556,000
EMS Treatment / No Transport Fees $732,250
McCommas Bluff Landfill Fees $1,133,501
Armored Car Services Cost-Savings $66,821
Third-Party Vendors Revenue $300,000

TOTALS $2,788,572
Initial Observations

- Staffing
- Internal Processes
- External Relations
Staffing

- Levels
- Qualifications
- Experience
# Staffing Levels FY 2006

<table>
<thead>
<tr>
<th></th>
<th>Funded</th>
<th>Actual</th>
<th>Difference</th>
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</thead>
<tbody>
<tr>
<td>Audit</td>
<td>27</td>
<td>21</td>
<td>(6)</td>
</tr>
<tr>
<td>Grants Compliance</td>
<td>12</td>
<td>11</td>
<td>(1)</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>39</strong></td>
<td><strong>32</strong></td>
<td><strong>(7)</strong></td>
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City Auditor Office
Staff Qualifications

- Education
- Certification
### Staff Education

<table>
<thead>
<tr>
<th>Degrees</th>
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<tbody>
<tr>
<td>Bachelors</td>
<td>28</td>
</tr>
<tr>
<td>Masters</td>
<td>12</td>
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<tr>
<td>TOTAL</td>
<td>40</td>
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Staff Certification

CPA - Certified Public Accountant 8
CIA - Certified Internal Auditor 5
CISA - Certified Information System Auditor 2
CFE - Certified Fraud Examiner 2
Other - Other Certifications 14

TOTAL CERTIFICATIONS 31
### Experience – Current Average Staff Tenure

<table>
<thead>
<tr>
<th>Tenure</th>
<th>Count</th>
<th>Percentage</th>
<th>Cumulative</th>
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<tbody>
<tr>
<td>0 to 6 months</td>
<td>7</td>
<td>21%</td>
<td>21%</td>
</tr>
<tr>
<td>7 months to 1 year</td>
<td>4</td>
<td>12%</td>
<td>33%</td>
</tr>
<tr>
<td>1 to 2 years</td>
<td>9</td>
<td>26%</td>
<td>59%</td>
</tr>
<tr>
<td>2 to 5 years</td>
<td>1</td>
<td>3%</td>
<td>62%</td>
</tr>
<tr>
<td>Over 5 years</td>
<td>13</td>
<td>38%</td>
<td>100%</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>34</td>
<td><strong>100%</strong></td>
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Internal Processes

- Project Management Systems
- Personnel Management Systems
- Work Paper Documentation
External Relations

- City Council
- City Management
MOVING
FORWARD
Office of the City Auditor
October 23, 2006

City Council

Craig Kinton
City Auditor
670-3222

Randall Hanks
Executive Assistant / Administration Team Leader
670-3231

Jimmy Martin
Audit Manager
670-5095

Theresa Hampden
Audit Manager
670-4968

Gary Lewis
Audit Manager
670-5347

Rick McRay
Grant Compliance Manager
670-4622

Paul Garner
Assistant City Auditor
939-2520

Audit Team

Grant Compliance Team
Projects in Progress

- Follow-Up Audits
  - Mainframe Operating System
  - Citizen Request Management System (311)
  - Worker’s Compensation
  - WRR-FM
  - Department of Development Services Management Controls
Projects in Progress

- Payroll Audit – Phase I
- Procurement Card Audit
- Dallas Central Appraisal District (DCAD) Audit
- Mainframe Utilization Audit
- SBC Contract Audit
- Comcast Franchise Fees Audit
FY 2006 Carry-Forward Projects

- County Tax Collection Audit
- Energy Franchise Fees (TXU/ATMOS) Audit
- Code Enforcement Audit
- Fleet Maintenance Audit
- Payroll Audit – Phase II (Uniform)
- Construction Contract Reviews Audit
- Humana Health Claims Processing Audit
- HIPPA Audit
FY 2006 Projects for Reconsideration

- Traffic Signals / Sensors Audit
- AMS Implementation Audit
- Automation of Courts Audit
- Dallas Water Utilities Special Collection Division Audit
- Internal Controls over Financial Reporting Audit
- Recreation Center Funds Audit
## FY 2007 Salary Schedule

<table>
<thead>
<tr>
<th>GRADE</th>
<th>Minimum</th>
<th>Midpoint</th>
<th>Maximum</th>
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<tbody>
<tr>
<td></td>
<td>Annual</td>
<td>Monthly</td>
<td>Biweekly Hourly</td>
</tr>
<tr>
<td>A5</td>
<td>$79,000</td>
<td>$6,583.33</td>
<td>$3,038.46</td>
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<td>A4</td>
<td>$68,000</td>
<td>$5,666.67</td>
<td>$2,615.38</td>
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<tr>
<td>A3</td>
<td>$52,000</td>
<td>$4,333.33</td>
<td>$2,000.00</td>
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<tr>
<td>A2</td>
<td>$44,000</td>
<td>$3,666.67</td>
<td>$1,692.31</td>
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<tr>
<td>A1</td>
<td>$37,000</td>
<td>$3,083.33</td>
<td>$1,423.08</td>
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Personnel Matters

Private Session –
Deliberations regarding duties and responsibilities of the City Auditor and the Audit Manager