



THE CITY OF SAN DIEGO

DATE: September 21, 2020
TO: Honorable Members of the Audit Committee
FROM: Kyle Elser, Interim City Auditor
SUBJECT: City Auditor Activity Report – August 2020

This report provides information on the Office of the City Auditor's activities as of August 31, 2020. This includes any audit reports and other non-audit initiatives issued during the month of August, the status of current audit projects, and a list of planned audits that have not yet started.

The "Target Completion Date" provided for each audit project indicates our estimate of when the audit report will be issued. However, future circumstances may delay report issuance, such as delays in receiving data for review, numerous and extensive findings that require further evaluation, and additional discussions with management to prove and demonstrate that our audit findings are valid and recommendations for improvement are necessary.

Memos Issued during August 2020:

08/27/2020

[Request for Independent Legal Counsel for the Office of the City Auditor](#)



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Audits in Progress – Report Writing Stage

Audit	Audit Objective	Target Completion Date	Audit Hours Used	Budgeted Hours ¹
Annual Central Stores Inventory Audit FY 2020	San Diego Municipal Code Section §22.0501 requires an annual count of inventory in City storerooms and warehouses. The objective of this audit is to confirm the valuation of Central Stores inventory. The count was conducted by MGO on June 30, 2020.	Issued September 14, 2020	10	20
San Diego Police Department – Support Operations – Crime Analysis Unit	The overall objective of the audit is to determine the completeness and reliability of data collected by SDPD, and the methodologies used by SDPD to analyze and report this data.	September 2020	2,717	2,714
Transportation & Storm Water – Storm Water Division	The objectives of this audit are to (1) determine whether TSWD has a process in place, following industry best practices or other established criteria, to evaluate and prioritize street sweeping routes and schedules, and (2) determine whether street sweeping resources are used effectively according to prioritization of street sweeping needs.	September 2020	1,571	1,287

¹ For audits carried over from Fiscal Year (FY) 2020, “Budgeted Hours” reflects the actual hours used in FY 2020 plus the Budgeted hours for FY 2021.

Audit	Audit Objective	Target Completion Date	Audit Hours Used	Budgeted Hours¹
IT Audit of Legacy Applications	The objective of this IT Audit is to assess the impact of the legacy applications to the City's IT security posture and assess additional impacts.	October 2020	963	994
Purchasing & Contracting - Equal Opportunity Contracting	The objectives of this audit are to (1) to determine if the Purchasing & Contracting annual reports are an accurate and complete representation of Small and Local Business Enterprises (SLBE) program objectives and results, (2) determine if the SLBE program is achieving the economic benefits described in policy, and (3) determine if the cost of contracting with SLBE's is captured and weighed against the economic benefits.	October 2020	965	994

Audits in Progress – Fieldwork Stage

Audit	Audit Objective	Target Completion Date	Audit Hours Used	Budgeted Hours¹
Sustainability – Climate Action Plan	The objective of this audit is to determine whether internal controls can be strengthened to ensure successful implementation of the City’s Climate Action Plan, including: (1) Whether some form of cost or benefit analyses for implementation measures is performed; (2) How annual Climate Action Plan monitoring reports are used to drive decision-making and tailor strategies going forward; and (3) Whether additional policies and procedures could improve oversight and coordination between City departments.	November 2020	1,724	1,943
Performance Audit of Employee Discipline and Incentives	The objective for this audit is to evaluate the City’s effectiveness at strategically managing its human capital resources, including reviewing opportunities to improve City processes for employee rewards and discipline.	November 2020	454	1,000

Audits in Progress – Planning Stage

Audit	Audit Objective	Target Completion Date	Audit Hours Used	Budgeted Hours
Audit of IT Service Delivery Effectiveness	The tentative objective for this audit is to review the strengths and weaknesses of the IT Departments service delivery from an internal customer’s perspective. Because the subject matter is broad, this is the first of a series of audits reviewing various aspects of IT service deliveries.	TBD	167	570
Public Utilities – EMTS – Industrial Wastewater Control Program	The objective for this audit is to determine if the Industrial Wastewater Control Program (IWCP) tracks, monitors, and reports inspection activities effectively and accurately.	TBD	277	800

Other Audit Activity

Audit	Audit Objective	Target Completion Date	Audit Hours Used	Budgeted Hours
Follow-up on Audit Report Recommendations	We report the implementation status on a semi-annual follow-up report, and we periodically issue other recommendation follow-up reports.	On-going	107	720

Audit	Audit Objective	Target Completion Date	Audit Hours Used	Budgeted Hours
Fraud, Waste and Abuse Hotline	City Auditor investigative staff reviews Fraud Hotline calls received and performs investigations for allegations of material fraud, waste or abuse. Reports are issued for substantiated fraud-related allegations, and we issue a Quarterly Fraud Hotline Report with the status of activities.	On-going	632	2,960

FY 2021 Planned Audits Not Yet Started

Planned Audits	Estimated Audit Hours
Annual Central Stores Inventory Audit FY21	20
Annual Mission Bay Fund Audit FY 2020	300
San Diego Police Department – Data Reliability – Crime Data	400
IT Application Audit of the Fire Department’s Emergency Response Management System	600
Audit of the IT Procurement and Vendor Management Process	1,000
Public Utilities – Water System Operations – Lakes	1,000
Real Estate Assets Department	1,400
Department of Finance - User Fees	1,600
Parks & Recreation – Program Equity	1,600
Office of the COO - Cares Act Funding	1,600

Planned Audits	Estimated Audit Hours
Risk Management – Workers’ Compensation	1,600
Public Works - Engineering & Capital Projects - Department Charges	1,800
Real Estate Assets – Asset Acquisition (Including 101 Ash St. Building)	1,800
San Diego Police Department – Community Policing	2,000

Audit Reports Completed During FY 2021

07/15/2020

[Follow-Up Performance Audit of the Public Utilities Department’s Industrial Wastewater Control Program](#)

Respectfully submitted,



Kyle Elser
Interim City Auditor

cc: Honorable Mayor Kevin Faulconer
Honorable Members of the City Council
Honorable City Attorney Mara Elliott
Kris Michell, Chief Operating Officer
Jeff Sturak, Assistant Chief Operating Officer
Matthew Helm, Chief Compliance Officer
Jessica Lawrence, Policy Advisor, Office of the Mayor
Andrea Tevlin, Independent Budget Analyst