



Inter-Departmental Communication

Office of the City Auditor

Date: February 2, 2009

To: Mayor Mark Funkhouser and Members of the City Council

From: Gary L. White, City Auditor

Subject: Monthly Report on Work in Progress

Projects in Progress

Review of Audits of Outside Agencies – Annual review of the audits of outside agencies that receive city funding of \$100,000 or more.

Project Status: Completing report draft and quality assurance.

Anticipated Release Date: February 2009.

MBE/WBE Program – Audit begun in response to a Council request will determine whether the city and contractors follow the city's guidelines and encourage MBE/WBE participation in city contracts.

Project Status: Completing quality assurance.

Anticipated Release Date: February 2009.

Purchasing Card Use – Audit examines the use of city purchasing cards and corresponding controls for their use.

Project Status: Completing report draft.

Anticipated Release Date: March 2009.

Resolution Tracking – Audit initiated to review how work directed by the City Council through resolutions is tracked and progress is reported.

Project Status: Reviewing message draft.

Anticipated Release Date: March 2009.

E-Service Security Controls – Audit initiated to assess security controls over the city's e-commerce systems.

Project Status: Conducting field work.

Anticipated Release Date: April 2009.

Family and Medical Leave – The Family and Medical Leave Act (FMLA) is a federal law requiring employers to grant employees up to 12 weeks of protected leave each year. This audit was initiated in response to concerns about the impact of FMLA.

Project Status: Reviewing message draft.

Anticipated Release Date: April 2009.

Employee Survey – Report summarizing results of a survey of city employees measuring employee perceptions of the workplace.

Project Status: Analyzing survey results and preparing message draft.

Anticipated Release Date: April 2009.

Revenue Division – Audit initiated to identify ways the city’s Revenue Division can improve revenue collections.

Project Status: Completing planning work.

Anticipated Release Date: Undetermined.

Reports released during January 2009

Blight Memo – released on January 26, 2009.

Global Commission – released on January 28, 2009.

cc: Wayne Cauthen, City Manager
Board of Police Commissioners