

MOTION NO. 7473

A MOTION related to Council adoption
of the King County Auditors Office's
1989 work program.

WHEREAS, the King County Code, Section 2.20.045 states that
the council shall review and approve annually by motion a work
program prepared by the auditor for the auditor's office, and

WHEREAS, the work program shall include the various types of
audits and recommended special studies to be conducted and
managed by the auditor, and

WHEREAS, the work program shall also include any analytical
staff work directed by the council which would fall outside of
the regular definition of an audit or special study, and


WHEREAS, the 1989 proposed auditor's work program has been
developed and is attached to this motion;

NOW, THEREFORE BE IT MOVED by the Council of King County:

The King County Council hereby adopts the attached 1989
Auditor's work program.

PASSED this 20th day of March, 1989.

KING COUNTY COUNCIL
KING COUNTY, WASHINGTON


Chairman

ATTEST:


Clerk of the Council

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CARRYOVER PROJECTS

- o Public Defense
- o Health Department Computerization
- o Solid Waste Accounts Receivable
- o Real Property
- o PERFORMA
- o Records Management
- o Health Department Car Rental

1989 BUDGET ORDINANCE PROVISOS

- o Attorney Salary Plan (9/89)
- o Audit Coverage in County Government (3/89)
- o General Services CAAPs Program Review (12/89)

COUNCIL REQUESTED PROJECTS

- o Parks CIP Budgeting and Scheduling
- o Public Safety Investigative Services
- o Court Issues
- o Office of Civil Rights & Compliance
- o Youth Services Probation Officer Services to Minority Youth
- o Harborview Consultant Selection
- o Code Enforcement
- o Conservation Futures
- o Library Bond Issue
- o District Courts Warrants Revenue
- o Systems Services

OTHER STAFF SUGGESTED PROJECTS

- o Countywide Land Acquisition Practices
- o Youth Services Probation Unit Staffing
- o Solid Waste Hazardous Materials Procedures
- o Gas Pump Internal Controls
- o Bond Underwriting Costs
- o Roads Maintenance Management
- o Real Property Division's Surplus Property Disposal Practices

KING COUNTY AUDITOR'S OFFICE1989 WORK PROGRAMCARRYOVER PROJECTSo Public Defense

Evaluate the financial eligibility requirements for public defense services; cost recovery practices; and support staff guidelines for defender agencies.

o Health Department Computerization

Review Health Department operations to determine the feasibility of computerizing manual operations for efficiency.

o Solid Waste Accounts Receivable

Evaluate the internal controls related to Solid Waste Accounts Receivable with emphasis on billings and collections, and issuance and control of credit cards.

o Real Property

Review Real Property records to determine whether property management practices result in (1) a current inventory of information about the location, custodian and value of County-owned property, and (2) identification of surplus property.

o PERFORMA

Review expenditures of the PERFORMA Arts Program, encompassing 22 projects in the performing arts including music, dance, and theater.

o Records Management

Evaluate the efficiency of the County's record management program practices.

o Health Department Car Rental

Determine whether it would be more efficient for the County to provide cars to the Health Department rather than renting City-owned cars.

1. 1989 BUDGET ORDINANCE PROVISOS

o Attorney Salary Plan

Develop a salary plan for attorney positions in Public Defense agencies and the Prosecutor's Office and recommend to the Council by September 1, 1989, a salary plan for all attorney positions funded by King County.

o Audit Coverage in County Government

Review audit organizations operating in County government, audit functions performed, organizational placement, and the overall effectiveness and efficiency of how the County provides for audit services. Survey how other similar jurisdictions provide audit coverage. Due in March 1989.

o General Services' County Auditor Automation Program (CAAP) Review

Review the CAAP's study methodology and results by evaluating the workload and staffing study provided by the County Executive (1990).

2. COUNCIL REQUESTED PROJECTS

o Parks CIP Budgeting and Scheduling

Review the Parks CIP process to determine reasons why projects are delayed. Evaluate project budgeting and scheduling practices, construction management practices and organizational responsibilities in project planning, property acquisition, and construction.

o Public Safety Investigative Services

Review the investigative functions of the Department of Public Safety. Review department priorities, analyze workload for each investigative function, and determine where workload occurs geographically.

o Court Issues

Review and analyze current issues related to Superior and District Courts, present findings, and make recommendations to resolve issues.

o Office of Civil Rights & Compliance

Review office organization, functions and staffing, and identify the functions required and how many staff are needed.

- o Youth Services Probation Officer Services to Minority Youth 7473
Determine whether there is disparate treatment of detainees based upon race in services provided by probation officers.
- o Harborview Consultant Selection
Review the consultant selection process used in selecting programming and design consultants on the Trauma Center Addition and long-range program planning, and monitor the new selection process to ensure compliance with County requirements for project budget, scope and schedule.
- o Code Enforcement
Review and evaluate the operation of the BALD code enforcement function.
- o Conservation Futures
Conduct a financial and compliance audit of the Conservation Futures Program.
- o Library Bond Issue
Review capital plans related to the library bond issue to ensure that additional planned library space balances to where needs exist.
- o District Courts Warrants Revenue
Determine the level of district court's warrant revenue and overall revenue and where the revenue goes; to the State, the cities, and the County.
- o Systems Services
Review the changing roles of Systems Services in providing services to County agencies and the impacts of these changes on staffing needs.

3. OTHER STAFF SUGGESTED PROJECTS

- o Countywide Land Acquisition Practices
Determine the uniformity of policies and procedures used by County departments to acquire land.
- o Youth Services Probation Unit Staffing
Review the functions of the probation unit and determine the staffing needed to provide services. Include a comparison with other jurisdictions' functions and staffing.

o Solid Waste Hazardous Materials Procedures

Review hazardous materials handling procedures at transfer stations and landfills to determine whether they are in compliance with laws and policies.

o Gas Pump Internal Controls

Review the internal controls employed by the County garage in dispensing gasoline.

o Bond Underwriting Costs

Review how the Office of Finance is handling the County's response to tax law changes in bond underwriting costs.

o Roads Maintenance Management

Evaluate the impact the maintenance management system has had in planning and quantifying workload, prioritizing projects and conducting road maintenance work.

o Real Property Division's Surplus Property Disposal Practices

Review surplus property disposal practices for compliance to laws and mandates.