

February 22, 1993

Introduced by: AUDREY GRUGER

Proposed No.: 93-121

MOTION NO. 8923

A MOTION related to Council adoption of
1993 work program for the King County
Auditor's Office.

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

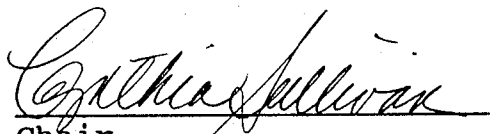
WHEREAS, the 1993 proposed auditor's work program has been
developed and is attached to this motion;

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


The attached 1993 Auditor's work program is hereby
adopted.

PASSED this 8th day of March, 1993.

KING COUNTY COUNCIL
KING COUNTY, WASHINGTON


VICE Chair

ATTEST:


Clerk of the Council

Attachments:
1993 Auditor's work program

AUDITOR'S OFFICE 1993 WORK PROGRAM
Recommended Projects

Projects Carried Over From 1992

- Collection of Civil Penalties and Recovery of Abatement Costs
- BALD Assigned Vehicles
- BALD Certificate of Occupancy
- Collection Enforcement Program
- BALD Field Inspections
- Jail Alternatives
- Surface Water Management Fees

1993 Council Requested Projects

- DYS Sexual Offender Program
- Patrol Officer Court Overtime
- Fair Labor Standards Act
- Span of Control
- DWI Program
- Tracking of Lawsuits
- Contacting-Out Process

1993 Staff Suggested Projects

- DDES Accounts Receivable
- County Human Service Contracts
- Investment Management
- Alcoholism Treatment Center
- Solid Waste Internal Controls
- Solid Waste Contracting
- System Services

AUDITOR'S OFFICE 1993 WORK PROGRAM
Recommended Projects

8923

Projects Carried Over From 1992

- **Collection of Civil Penalties and Recovery of Abatement Costs**
Review and evaluate the procedures and practices of the Code Enforcement Section in accounting, billing, and collection of civil penalties and recovery of abatement costs.
- **BALD Assigned Vehicles**
Determine whether vehicles were managed to meet employee work-related transportation needs while minimizing vehicle expenditures.
- **BALD Certificate of Occupancy**
Determine whether commercial building projects were appropriately certified for occupancy and that related fees were collected.
- **Collection Enforcement Program**
Evaluate the efficiency and effectiveness of the County's collection of delinquent accounts.
- **BALD Field Inspections**
Review the efficiency and effectiveness of inspections performed by the Residential and Subdivision Sections.
- **Jail Alternatives**
Determine whether the Department of Adult Detention is maximizing the use of alternatives to incarceration and providing access to treatment services for special population inmates, e.g., mentally ill, developmentally disabled, and chemically dependent.
- **Surface Water Management Fees**
Review how SWM fees were established in relation to program costs, determine whether they are reasonable and whether SWM has the capability to complete capital projects covered by fees.

1993 Council Requested Projects

- **DYS Sexual Offender Program**
Determine the efficiency and effectiveness of the sexual offender program in providing services to youth.
- **Patrol Officer Court Overtime**
Determine the financial impact of the Fair Labor Standards Act on police overtime costs related to court appearances.

- **Fair Labor Standards Act**
Review the County's collective bargaining agreements to identify inconsistencies with FLSA, and determine whether the practices County agencies follow in granting and paying overtime are correct and uniform.
- **Span of Control**
Evaluate the organizational structure of all County agencies, with an emphasis on the range of authority and responsibilities for management, supervisory, and lead positions.
- **DWI Program**
Evaluate the efficiency and effectiveness of the County's DWI Program.
- **Tracking of Lawsuits**
Evaluate how the Office of Risk Management and the Prosecuting Attorney's Office track and review pending lawsuits to establish probable risk. Identify available options to provide ongoing case summaries and status to relevant departments.
- **Contracting-Out Process**
Review the County's contracting-out process to determine if the process significantly increases project costs.

1993 Staff Suggested Projects

- **DDES Accounts Receivable**
Review and evaluate the internal controls governing DDES' accounts receivable process.
- **County Human Service Contracts**
Review a sample of human services contracts to determine whether all contracts require independent audits, determine contract compliance, and assess Human Services' monitoring and oversight functions.
- **Investment Management**
Review and evaluate the County's investment policies, procedures, and practices.
- **Alcoholism Treatment Center**
Evaluate the internal controls employed and the operations of the Cedar Hills Alcoholism Treatment Center.
- **Solid Waste Internal Controls**
Evaluate the internal controls governing fuel usage and inventory tracking.

- **Solid Waste Contracting**
Review Solid Waste professional service contracts to determine compliance with contracting laws and procedures.
- **System Services**
Evaluate System Services performance in adapting to personal computer systems and the services it provides to other County agencies.