



**KING COUNTY**

1200 King County Courthouse  
516 Third Avenue  
Seattle, WA 98104

**Signature Report**

**March 13, 2007**

**Motion 12480**

**Proposed No.** 2007-0123.1

**Sponsors** Gossett

1           A MOTION related to King County council's adoption of  
2           the 2007 work program for the King County auditor's  
3           office.

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6           WHEREAS, K.C.C. 2.20.045 states that the council shall review and approve  
7           annually by motion a work program prepared by the auditor for the county auditor's  
8           office, and

9           WHEREAS, the work program shall include the audits, special studies and any  
10          other oversight projects to be conducted and managed by the county auditor's office, and

11          WHEREAS, the mission of the county auditor's office is to conduct audit and studies  
12          that identify and recommend ways to improve accountability, performance and efficiency of  
13          county government, and

14          WHEREAS, the 2007 proposed auditor's work program has been developed and  
15          is attached to this motion;

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

17 The attached 2007 county auditor's work program is hereby adopted.

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Motion 12480 was introduced on 2/20/2007 and passed by the Metropolitan King County Council on 3/12/2007, by the following vote:

Yes: 7 - Mr. Gossett, Ms. Patterson, Ms. Lambert, Mr. von Reichbauer, Mr. Ferguson, Mr. Phillips and Mr. Constantine

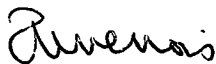
No: 0

Excused: 2 - Mr. Dunn and Ms. Hague

KING COUNTY COUNCIL  
KING COUNTY, WASHINGTON

  
Larry Gossett, Chair

ATTEST:

  
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Anne Noris, Clerk of the Council

**Attachments**      A. 2007 King County Auditor's Office Work Program

**Attachment A**  
**2007 KING COUNTY AUDITOR'S OFFICE WORK PROGRAM**

Project	Tentative Scope Summary
<b>AUDITS/REVIEWS</b>	
<b>New:</b>	
Facilities Management Division Capital Planning and Budgeting Performance Audit <sup>1,2</sup>	Evaluate how effectively the Facilities Management Division (FMD) plans and budgets for capital facilities projects. The audit also will review FMD's policies, procedures, and practices and determine whether they adhere to best practices.
Sheriff's Office Internal Investigation Unit (IIU) Performance Audit <sup>1,2,3</sup>	In 2006, legislation passed that established a permanent, ongoing law enforcement audit function within the auditor's office. The intent of this initial audit is to evaluate the operations, practices and effectiveness of the Sheriff's Office internal investigations unit, and assess the application and consistency of discipline. A plan also will be developed for carrying out future law enforcement audits and working with the new Office of Law Enforcement Oversight.
Jail Health Services Pharmacy and Medication Administration Performance Audit <sup>1,2</sup>	Review Jail Health Services' medication administration and pharmacy operations, including an independent evaluation of the quality, accuracy and efficiency of practices.
DDES Code Enforcement Performance Audit <sup>3</sup>	This audit will evaluate code enforcement policies and procedures to determine whether current practices promote consistency, transparency, and accountability; and adhere to best practices.
Department of Public Health (DPH) Environmental Health Division Internal Controls/Fund Management and Financial Audit <sup>3</sup>	This audit will document and evaluate the management controls established for fee-based environmental health services. It will review how DPH sets overhead rates for this division and determine if fund management practices are in compliance with state law, county regulations and fund requirements. Fees and allocations of costs will also be examined.
<b>Carryover:</b>	
Performance Reporting for Capital Improvement Plans	This project follows up on three previous capital planning audits and focuses on common issues that were found in agencies' reporting on the performance of capital projects and programs. The project summarizes the current status of capital project performance reporting, ongoing efforts to improve reporting (including work by the Countywide Performance Measurement Workgroup and KingStat), and the role of performance reporting in building both accountability and transparency in government.
Capital Acquisition Alternatives Study	Review the pros and cons of various types of capital acquisition models available to the county, including design/build and General Contractor Construction Management (GCCM). Identify circumstances and criteria for beneficial use of each type of model. The courthouse seismic project is one of several county projects used as a case study.
Performance Audit of County Vehicle Replacement	Evaluate the county's approach to replacement of passenger vehicles and light trucks, with a primary focus on lifecycle cost analysis. Included in this audit is a review of the criteria and methodologies used for vehicle replacement decisions and how actual practices follow those criteria and methodologies. It also reviews the determination of rental rates charged to county offices, cost recovery practices, and the performance measures used to ensure that vehicles are replaced efficiently and effectively.

Project	Tentative Scope Summary
<b>FOLLOW-UP ON IMPLEMENTING RECOMMENDATIONS</b>	
King County Sheriff's Office Performance Audits Follow-up	Follow up on the implementation status of recommendations made in the 2004 and 2005 performance audits of the Sheriff's Office, and in the 2002 performance audit of the Sheriff's Office Communications Center.
Economic Analysis of Capital Projects Follow-up <sup>3</sup>	The Roads Services and Transit Divisions of the Department of Transportation committed to complete development of their economic analysis guidelines, and models that follow those guidelines, by June 2007. The auditor's office will review these efforts to confirm that they are consistent with our recommendations.
Jail Overtime Performance Audit Follow-up <sup>3</sup>	Evaluate the Department of Adult and Juvenile Detention's progress implementing recommendations made in our 2006 performance audit of Jail Overtime, including a review of the Department's evaluation of its Operations Forecasting Model. This model could potentially be used to identify the most cost-effective mix of full-time and overtime staff and to estimate the budgetary impact of staffing policy changes.
Roads Concurrency Study Follow-up <sup>1,2</sup>	The 2006 Roads Concurrency Study found problems with the accuracy and transparency of traffic modeling that was conducted by the Roads Services Division in support of the 2004 concurrency map. This follow-up study will review traffic modeling conducted by Roads Services Division for the 2005 and 2006 concurrency maps. In addition, the auditor's office will be represented on the council mandated work group advising on the development of a new concurrency system.
<b>OVERSIGHT ACTIVITIES</b>	
Countywide Performance Measurement and Management Program <sup>1,2</sup>	Continue facilitation of the countywide performance measurement work group. Consistent with the work plan prepared by the countywide performance measurement workgroup and adopted by the Council, begin implementation of the first two phases of the work plan. This should include recommending: (1) a framework for a countywide performance management system with implementation options; and (2) elements of changes to the performance measurement section of county code.
Coordination of State Auditor's Office's (SAO) Local Government Performance Audits (I-900) <sup>1</sup>	In 2007 the SAO will conduct performance audits of local government per Initiative 900 that passed in fall 2005. The initiative requires local government legislative bodies to hold public hearings and confirm implementation of the SAO's performance audit recommendations. In conjunction with the Washington State Local Government Auditors Association and the county council, the auditor's office will promote communication and collaboration in fulfilling local government's expectations.
Review of State Auditor's Report and Other County Financial Statement Audits	Conduct annual review for the 2006 fiscal year of financial audit reports of King County conducted by the State Auditor and by private audit firms.

Project	Tentative Scope Summary
<b>CAPITAL PROJECTS OVERSIGHT</b>	
<b>Capital Projects Oversight</b> <sup>1,2</sup>	<p>Capital Projects Oversight Phase I: Assess current oversight processes, compare them to best practices, and design a model for a pilot capital project oversight and reporting function. This oversight is intended to ensure that the County Council receives sufficient, timely, and independent information at an appropriate level of detail on the status of major county capital projects.</p> <p>Capital Projects Oversight Phase II: Implement model developed in Phase I with a focus on procurement practices and the four projects listed below.</p>
<ul style="list-style-type: none"> <li>Accountable Business Transformation (ABT) Oversight <sup>1,2</sup></li> </ul>	<p>This project will review key milestones scheduled for completion in 2007, including the development of a High Level Business Plan for ABT. This plan will include the identification of business processes and decisions key to successfully unifying the county's Financial, Human Resource, Payroll and Budget processes; the prioritization of high payback areas; and development of high level requirements for a new budget system.</p>
<ul style="list-style-type: none"> <li>Brightwater Capital Projects Oversight <sup>1,2</sup></li> </ul>	<p>Provide independent and expert legislative oversight of the Brightwater Project to ensure that the County Council receives sufficient and timely information on the project scope, schedule and budget, and to promote transparency and public accountability in the development of the \$1.75 billion wastewater treatment facilities. This oversight effort will include follow up on implementation of recommendations in the Brightwater audits (2005 and 2006).</p>
<ul style="list-style-type: none"> <li>Harborview Ninth and Jefferson Building Project Oversight <sup>1,2</sup></li> </ul>	<p>Provide independent and expert legislative oversight of the Ninth and Jefferson Building (NJB) Project to ensure that the County Council receives sufficient and timely information on the project scope, schedule and budget, and to promote transparency and public accountability in the development of this \$180 million bond-supported building project.</p>
<ul style="list-style-type: none"> <li>Jail Integrated Security Project (ISP) and Jail Health Services (JHS) Oversight <sup>1,2</sup></li> </ul>	<p>Provide oversight of this capital project which includes the replacement of the jail's electronic security system and the remodeling of Inmate Transfer and Release (ITR) and space devoted to Jail Health Services.</p>
<ul style="list-style-type: none"> <li>Procurement and Contracting Practices Review <sup>1,2</sup></li> </ul>	<p>Evaluate how current procurement and contracting policies and practices are integrated into or contribute to the county's other methods of project oversight. Identify issues related to agency compliance with procurement and contracting policies, or the application of the policies on capital project performance. Assess the reasonableness of Executive proposed capital project policy revisions in relation to the County Council's priorities for accountable and cost-effective project management. This review will incorporate procurement and contracting issues raised in the Brightwater audits (2005 and 2006).</p>

<sup>1</sup> Mandated

<sup>2</sup> Consultant assistance planned

<sup>3</sup> Initiate in 2007, complete in 2008