

2020 Audit Plan Current Status
Office of the City Auditor
as of August 13, 2020

#	Department	Program	Objective	Status	Disposition
AU20-001	311	311 Operations and 311 App	Determine if staffing is adequate and appropriately scheduled, workflow is effectively designed and functioning, and IT system controls are effective.	Scheduled	
AU20-002	ACS	Drug Inventory Management	Determine if the ACS drug inventory is managed in accordance with policies and State and Federal regulations.	In Progress	
AU20-003	ACS	Contract Management for the Paul Jolly Center	Determine compliance of terms of ACS contract with the Animal Defense League for management of the Paul Jolly Center.	In Progress	
AU20-004	Aviation	Facilities Maintenance	Determine if Aviation facilities maintenance is operating effectively and managed efficiently including work orders, inventory, and purchases.	In Progress	
AU20-005	CCDO	Westside Development Corporation Agreement	Determine if parties are in compliance with the economic development agreement between the City and the Westside Development Corporation.	Delayed	Postponed
AU20-006	CCDO	Riverwalk Leases	Determine if leases for Riverwalk properties are current and properly managed.	Scheduled	
AU20-007	City Clerk	Vital Records	Determine if vital records data (birth and death certificates) are adequately protected and issued in accordance with City and State regulations.	In Progress	
AU20-008	DHS	Senior Nutrition Program	Determine if the Senior Nutrition Program is managed effectively and in compliance with State and City guidelines.	Started & Delayed	Consolidate and move to 2021 Plan
AU20-009	DHS	Delegate Agency - Child Abuse Prevention	Determine if contract administration for the 'Child Abuse Prevention' delegate agencies is effective to ensure compliance with key terms of the contracts including accuracy of performance measures.	Delayed	
AU20-010	DHS	Delegate Agency - Domestic Violence Prevention	Determine if contract administration for the 'Domestic Violence Prevention' delegate agencies is effective to ensure compliance with key terms of the contracts including accuracy of performance measures.	Delayed	
AU20-011	Finance	Citywide Payroll	Determine if internal controls are in place to ensure payroll processing is accurate.	In Progress	
AU20-012	Finance	Accounts Payable	Determine if controls over the City's accounts payable process are adequate and effective.	In Progress	
AU20-013	Fire	Overtime Authorizations	Determine if SAFD overtime is adequately supported, authorized, and documented.	In Progress	
AU20-014	Fire	Fleet Management	Determine if SAFD fleet maintenance is operating and managed effectively and efficiently and that performance measures are supported and appropriate.	Delayed	Incl in 2021 Plan
AU20-015	Health	Healthy Neighborhoods Program	Determine if operations of the Healthy Neighborhood Program are in compliance with policies and procedures and funding guidelines.	Delayed	Postponed
AU20-016	Health	Epidemiology Division	Determine if operations of the Epidemiology Division are effective and in compliance with relevant guidelines.	Delayed	Postponed
AU20-017	Health	Tuberculosis Clinic	Determine if processes within the Tuberculosis Clinic are effective, efficient, adequately controlled and in compliance with applicable regulations.	Delayed	Postponed
AU20-018	ITSD	Segregation of Duties - ITSD	Determine if incompatible IT duties are appropriately segregated.	In Progress	
AU20-019	ITSD	E-mail Security	Determine if email security controls are adequate.	In Progress	

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AU20-020	ITSD	Cloud Security (Storage and Processing)	Determine if cloud security controls adequately address unauthorized access, disclosure, modification, and monitoring.	In Progress	
AU20-021	ITSD/Finance	Payment Card Industry (PCI) Security	Determine if COSA is compliant with PCI security standards for credit card transaction processing.	Delayed	Incl in 2021 Plan
AU20-022	Neighborhood & Housing Services	Under One Roof Program	Determine if the Under One Roof Program is managed effectively and efficiently and in compliance with established guidelines.	In Process	
AU20-023	Neighborhood & Housing Services	Mid-Town TIRZ	Determine if the Mid-Town TIRZ is operating in compliance with established guidelines.	In Process	
AU20-024	Parks and Recreation	Municipal Golf Association - San Antonio	Determine compliance of terms of City contract with the Municipal Golf Association - San Antonio for management of the City golf facilities.	Complete	
AU20-025	Parks and Recreation	Park Maintenance	Determine if maintenance operations within the City Park system are effective and efficient to include timeliness, adequacy, and fiscal oversight.	Delayed	Incl in 2021 Plan
AU20-026	Police	Municipal Wrecker Service Contracts	Determine if the SAPD contract for citywide towing services is effectively managed.	In Progress	
AU20-027	Police	Crisis Response Team	Determine if SAPD Crisis Response Team operations are in compliance with policies and procedures and metrics are accurate.	Delayed	Incl in 2021 Plan
AU20-028	Police	Alarm Permits	Determine if Alarm Permit issuance, monitoring, and revenues are appropriately managed.	In Progress	
AU20-029	Police	Off-Duty Employment	Determine if controls over SAPD's off-duty special event compensation process are adequate and effective.	Complete	
AU20-030	Police	Overtime Authorizations	Determine if SAPD overtime is adequately supported, authorized, and documented.	Scheduled	
AU20-031	Risk Management	Safety Programs	Determine if the citywide safety programs are implemented, monitored to measure performance, and updated to consider risk areas.	In Progress	
AU20-032	SWMD	Landfill Contract and Operations	Determine if internal controls are in place to ensure that charges for landfill services are accurate and properly recorded.	In Progress	
AU20-033	SWMD	Household Hazardous Waste Contract and Operations	Determine if SWMD and contracted vendors are in compliance with contractual terms for disposal of household hazardous waste.	Delayed	Incl in 2021 Plan
AU20-034	TCI	Equipment and Supply Inventory Management	Determine if TCI is managing equipment inventory to include procurement, warehousing, and usage.	In Progress	
AU20-035	TCI	Storm Water - Fee In Lieu Of (FILO) Program	Determine if the Storm Water FILO Program is managed in accordance with policies.	Delayed	Incl in 2021 Plan
AU20-036	TCI	City Hall Renovation	Determine if oversight of the City Hall Renovation project is adequate to include monitoring of contractors and funding.	Delayed	Incl in 2021 Plan

Analysis

DA20-001	TCI	Sidewalk Costs	Perform an analysis of TCI sidewalk program with a focus on costs allocations across project components.	Delayed	incl in 2021 Plan
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DA20-002	TCI	Pavement Grading (Pavement Condition Index)	Perform an analysis of the current Pavement Condition Index (PCI) with a focus on whether street conditions are improving and streets needing repair are addressed.	In Progress	
DA20-003	Police	Cite and Release Metrics	Compile statistics relevant to the SAPD Cite and Release program. Perform analysis to determine effectiveness of program and if projected goals of the program were met.	Delayed	Postpone
DA20-004	Fire	Equipment Analysis	Perform analysis of SAFD incident types and deployment of equipment.	Delayed	Postpone

Follow-up Audits

AU20-F01	DHS	After School Challenge Program Follow-up	Determine if the recommendations made in the prior audit of DHS After School Challenge Program have been effectively implemented.	In Process
AU20-F02	Parks and Recreation	On-line Reservations System Follow-up	Determine if the recommendations made in the prior audit of Parks On-line Reservation System have been effectively implemented.	Complete
AU20-F03	Risk Management	Liability Claims Process Follow-up	Determine if the recommendations made in the prior audit of Risk Management Liability Claims process have been effectively implemented.	Scheduled
AU20-F04	ITSD	Windows Server Vulnerability Follow-up	Determine if the recommendations made in the prior audit of ITSD Windows Server Vulnerability have been effectively implemented.	In Process

Attestation

CS20-001	Police	Asset Seizure and Forfeiture	Provide the required affirmation to the Office of the Attorney General on SAPD's FY 2019 Chapter 59 Report for asset seizures and forfeitures.	Complete
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Special Projects not in original plan

NHSD	Risk Mitigation Fund and Housing Assistance	Effectiveness of application, qualifying, funding, tracking, and reporting	In Process
Finance	Vista Ridge Bridge Loan	Determine disposition of Vista Ridge Bridge Loan	Complete
Police	Motor Vehicle Theft Prevention Program	Statistical analysis and operations review	Complete
EDD	Small Business Grants	Effectiveness of application, qualifying, funding, tracking, and reporting	In Process
Arts	Art Agency Grants	Effectiveness of application, qualifying, funding, tracking, and reporting	In Process
Public Works	Bike Lanes Master Plan	Review of TCI Bike Master Plan update	Complete