



City of San Antonio

Agenda Memorandum

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In Control: Audit and Accountability Committee

AUDIT COMMITTEE SUMMARY

August 23, 2018

Audit of Metro Health District Health Food Inspections

Report Issued June 15, 2018

Audit Objective

Determine if the Food Inspections Program is efficiently and effectively managed, inclusive of restaurants, food trucks, and temporary establishments. Additionally, determine if metrics for inspecting high, medium, and low risk food establishments are reported accurately.

Background

The San Antonio Metropolitan Health District (Metro Health) is responsible for providing public health services in San Antonio and unincorporated areas of Bexar County. The department's mission is to prevent illness, promote healthy behaviors, and protect against health hazards throughout the community through education, collaboration and key services.

Food sanitarians inspect a variety of areas which include food establishments, day cares, foster care and assisted living facilities, public schools, mobile food vending, and food booths at temporary events. See chart below for the food related health inspections completed by Metro Health.

Health Food Inspections			
License Type	FY2016	FY2017	FY2018 thru March 31
Food Establishment	21,048	20,278	12,206
Mobile Vending	1,119	1,218	538
Temporary Event	9,293	10,022	3,391
Total	31,460	31,518	16,135

Audit Scope & Methodology

The audit scope was fiscal years 2016 and 2017.

To establish our test criteria, we reviewed Metro Health policies and procedures, City Ordinances, and state regulations. We interviewed Metro Health Management and staff to gain an understanding of the requirements of food establishments as well as the food inspection process.

As part of our testing procedures, we examined controls for ensuring that food establishments, mobile food vendors, and temporary establishments are being inspected for compliance with City Ordinances and are being billed appropriately. We reviewed the performance measures and results for the food inspectors as well as for the department. Additionally, we reviewed Metro Health's training program and verified that all food inspectors are registered and licensed with the State of Texas. In addition, we reviewed a sample of food inspection reports to determine if all required fields are completed. Furthermore, we reviewed customer complaints to verify if timely action was taken. Finally, we reviewed the DHD system user access and roles assigned to staff for adequate segregation of duties and verified that all users are active employees.

Audit Conclusions

Metro Health has established processes for ensuring that food establishments, mobile food vendors, and temporary establishments are inspected for compliance with City Ordinances and are billed appropriately. Furthermore, performance metrics for food inspectors and the department are adequate and are reported accurately. Finally, Metro Health's training program is effective and all food inspectors are registered and licensed with the State of Texas.

No recommendations were made for this audit; consequently, no management responses are required.