



*City of Arts & Innovation*

# City Council Memorandum

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**TO: HONORABLE MAYOR AND CITY COUNCIL      DATE: APRIL 18, 2017**

**FROM: INTERNAL AUDIT DIVISION      WARDS: ALL**

**SUBJECT: ACTION PLAN UPDATE FOR THE FY2016 PERFORMANCE ASSESSMENT  
AND FINANCIAL EXPENDITURE AUDIT OF THE HUMAN RESOURCES  
DEPARTMENT**

## **ISSUE:**

Receive an update on the Action Plan of the FY2016 Performance Assessment and Financial Expenditure Audit of the Human Resources Department.

## **RECOMMENDATION:**

That the City Council receive an update on the Action Plan of the FY2016 Performance Assessment and Financial Expenditure Audit of the Human Resources Department.

## **COMMITTEE RECOMMENDATION:**

The Governmental Affairs Committee met on March 6, 2017 with Chair Melendrez, Vice Chair Gardner, and Member Davis present, to receive, review, and provide input on the Action Plan update of the FY2016 Performance Assessment and Financial Expenditure Audit of the Human Resources Department. After discussion, the committee unanimously voted to recommend that the City Council receive, review, and provide input on the Action Plan update of the FY2016 Performance Assessment and Financial Expenditure Audit of the Human Resources Department.

## **BACKGROUND:**

On July 26, 2016 a Performance Assessment and Financial Expenditure Audit for the Human Resources Department was presented to the City Council. The City Council accepted the report and directed the Human Resources Department staff to return in six months with a detailed Action Plan and timeline, including the financial impact. On September 27, 2016 Human Resources Department staff presented to the City Council an Action Plan for 54 recommendations. The City Council unanimously accepted the Action Plan and directed the Human Resources Department staff to return in six months with a status update on the Action Plan.

**DISCUSSION:**

To date 13 of the 54 recommendations from Matrix Consulting Group have been implemented; 13 are in progress; and, 26 not started. The department disagreed with two of the recommendations, therefore no action is planned. It is anticipated that all of the Action Plan recommendations will be completed by January 2019.

**FISCAL IMPACT:**

There is no fiscal impact associated with review of the Action Plan update at this time.

Prepared by: Cheryl Johannes, Internal Audit Manager  
Certified as to  
availability of funds: Scott G. Miller, PhD, Chief Financial Officer/City Treasurer  
Approved by: Marianna Marysheva, Assistant City Manager  
Approved as to form: Gary G. Geuss, City Attorney

Concurs with:

  
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Andy Melendrez, Chair  
Governmental Affairs Committee

Attachments:

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1. Action Plan Update
  2. Presentation