

# Status of Open Audit Recommendations

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As of June 30, 2021

An update by the City Auditor's Office

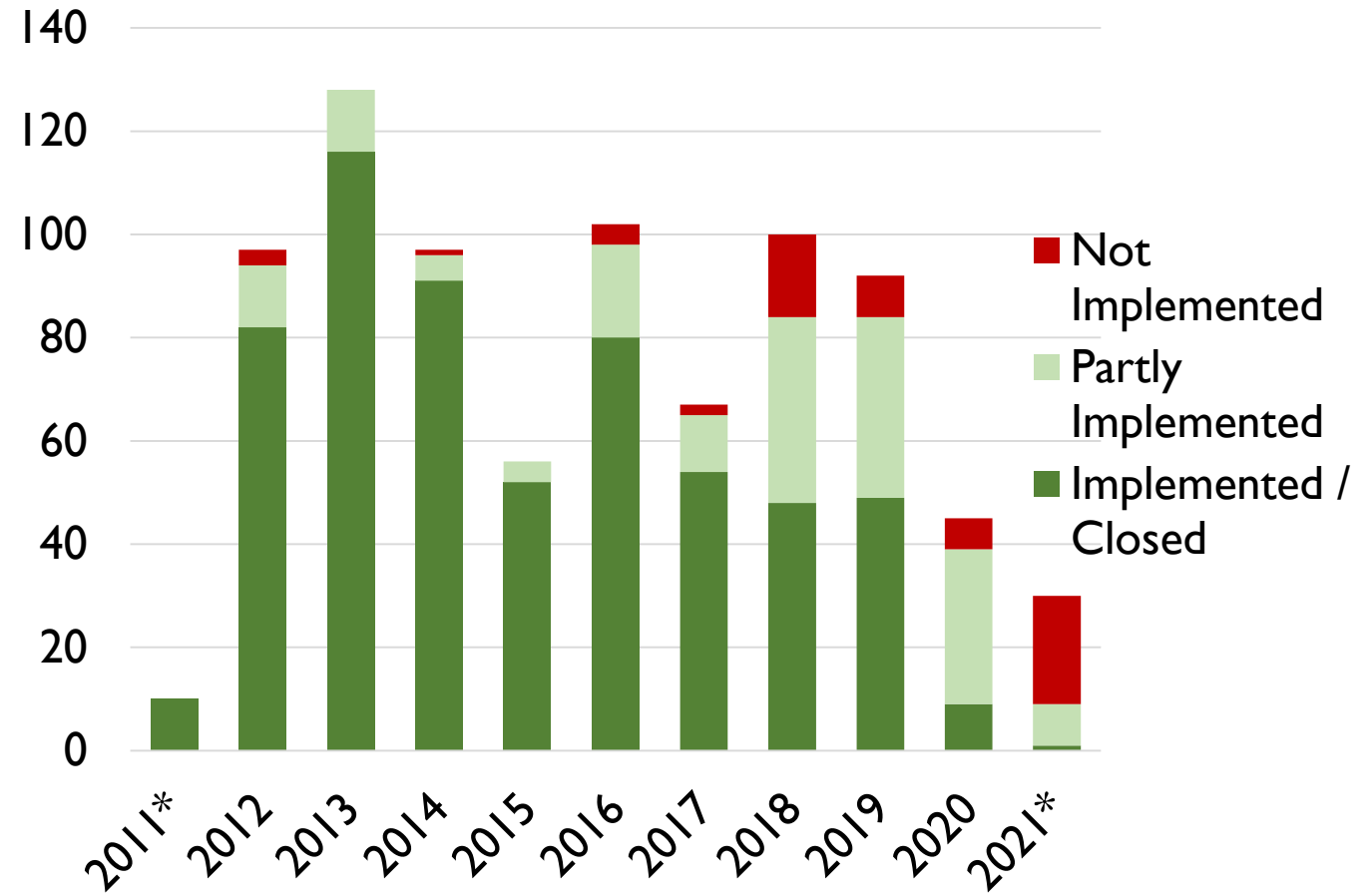
<http://www.sanjoseca.gov/auditor>

## Summary of Results:

- **272** recommendations
- **22** new recommendations made since last update
- **45** implemented or closed since last update
- **174** partly implemented, **53** not implemented

## Percent of Recommendations Implemented/Closed:

- ✓ **72%** of recommendations made over last 10 years
- ✓ **52%** of recommendations made over last 5 years



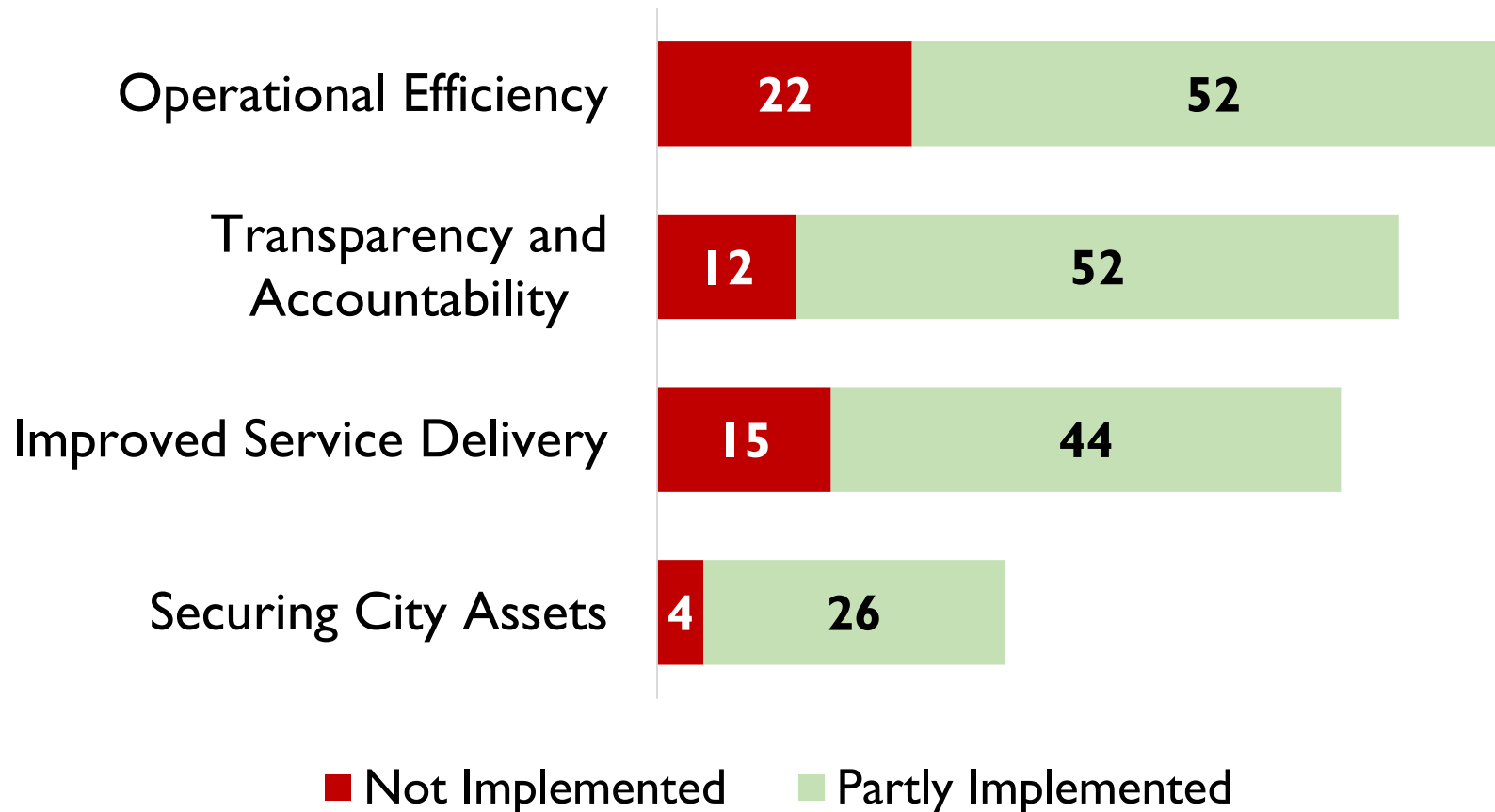
\* 2011 represent July 2011-December 2011 and 2021 represents January 2021-June 2021 to account for 10 full years.

## Departments Implemented 45 Recommendations Since the Last Update

Highlights include:

- ✓ The Police Department implemented several recommendations from our audit of the Police Secondary Unit
- ✓ The Fire Department implemented several recommendations from our Fire Development Services audit
- ✓ Office of Retirement Services has updated its website
- ✓ PRNS has made progress on recommendations related to the Neighborhood Center Partner Program (formerly reuse)
- ✓ Public Works has transferred in lieu fees collected for projects that have been completed to other City funds or to developers

## 227 Recommendations are Still Pending



# Twelve Priority Recommendations

## Potential Budget Savings:

- Reduce Police Department comp time balances (*Audit of Police Overtime, 2016*)
- Contract terms with golf course operators (*Audit of Golf Courses, 2015*)
- Office of Equality Assurance software and other resources (*Audit of the Office of Equality Assurance, 2017*)

# Twelve Priority Recommendations

## Operational Efficiency:

- Contract management policies (*Audit of Consulting Agreements, 2013*)
- Volunteer program guidelines (*Audit of the City's Use and Coordination of Volunteers, 2016*)
- Develop Technology Deployment Policy (*Audit of Technology Deployments, 2019*) **IMPLEMENTED**

# Twelve Priority Recommendations

## Improved Service Delivery:

- SJFD public education (*Audit of Fire Prevention, 2013*)  
IMPLEMENTED
- Housing Department outreach to tenants and landlords  
(*Audit of the Apartment Rent Ordinance, 2016*)  
IMPLEMENTED
- Update Police Activities League (PAL) agreement (*Audit of the San José Police Activities League, 2018*)

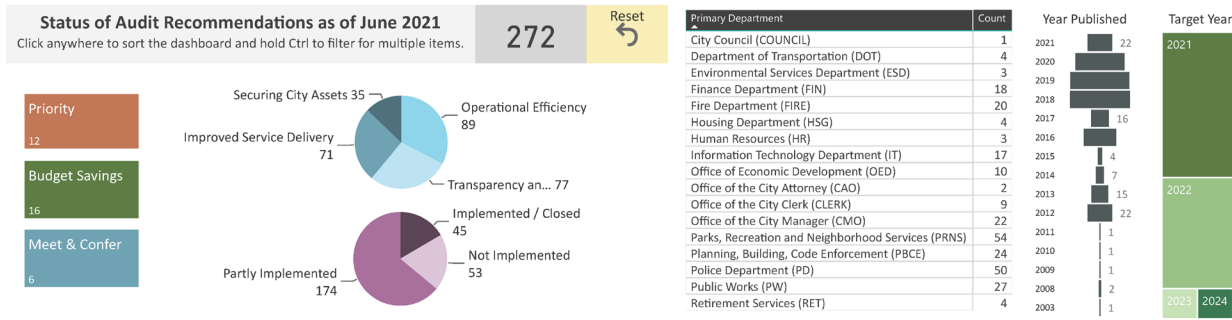


# Twelve Priority Recommendations

## Citywide Security / Risk Mitigation:

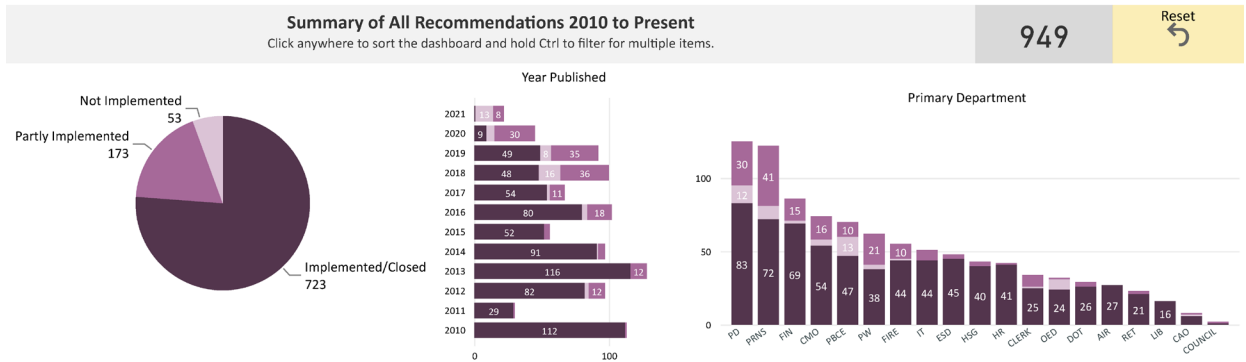
- Improve lease management, including updating expired leases (*Audit of the City's Oversight of Financial Assistance to Community-Based Organizations, 2008*) **CLOSED/IMPLEMENTED**
- Revise City Procurement Card Policy (*Audit of City Procurement Cards, 2010*)
- Develop Mobile Device Policy (*Audit of Mobile Devices, 2016*) **IMPLEMENTED**

# Online Interactive Dashboards



Search Report Number (eraser to clear) Search Recommendation Text (eraser to clear)

Report #	Recommendation	Budget Savings	Dept(s)	Current Status	Target Date	Status Update	Report Link
#11-04 2	To reduce the cost of overtime, the City should (1) conduct a Citywide FLSA overtime review or at a minimum review job specifications for specific positions and whether they would qualify for an FLSA overtime exemption; (2) pursue reductions in overtime to align with FLSA requirements (including but not limited to calculating overtime on hours worked, not paying overtime to exempt employees, and not paying overtime to employees receiving executive leave); and (3) prepare full cost estimates of contract provisions that exceed FLSA provisions.	\$1,600,000	CMO	Partly Implemented	Dec-2021	(1) The City has not yet conducted a Citywide FLSA overtime review or a review of job specifications to determine whether some positions would qualify for FLSA overtime exemptions. (2) The City achieved changes in overtime eligibility for some employees. For instance, some represented employees are paid overtime only after having worked 40 hours (excluding paid time off, with the exception of holiday leave). Changing overtime eligibility for employees who receive executive leave may be subject to meet-and-confer and would be considered within the context of labor negotiations. (3) The Office of Employee Relations (OER) reports	<a href="https://www.sanjoseca.gov/Home/ShowDocument?id=33738">https://www.sanjoseca.gov/Home/ShowDocument?id=33738</a>



Search Report Number (eraser to clear) 07 - Recommendation Search

Report #	Recommendation	Dept(s)	Status	Update	Link
#10-02 2	Adopt a civilianization policy based on that of the International Association of Chiefs of Police or other best practices the Police Department identifies.	PD	Implemented	Auditor Update as of December 2016: The Department had developed and adopted a civilianization policy based on the IACP model provided in the audit.	<a href="http://www.sanjoseca.gov/DocumentCenter/View/3227">http://www.sanjoseca.gov/DocumentCenter/View/3227</a>
#10-02 6	Analyze its employment and assignment options regarding Brady officers and then develop a policy accordingly, based on the International Chiefs of Police model policy and other best practices identified by the Police Department. Should also consider whether to retain those officers and whether the work they perform, if administrative, could instead be performed by civilians.	PD	Closed	Auditor Update as of December 2016: In June 2010, the Department conducted research on best practices across jurisdictions in California to determine what other agencies were doing internally with Brady officers. Based on this, the Department developed a policy, which by December 2010 had been approved by the City Attorney's Office and District Attorney's Office. However, the adopted policy differed from the International Association of Chiefs of Police model in that it did not address how or whether Brady status could affect a sworn employee's continued employment. The other problem identified in the audit was that Brady employees	<a href="http://www.sanjoseca.gov/DocumentCenter/View/3227">http://www.sanjoseca.gov/DocumentCenter/View/3227</a>

<https://www.sanjoseca.gov/your-government/appointees/city-auditor/audit-recommendations>