



City of San Antonio

Agenda Memorandum

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Agenda Item Number: 5

Agenda Date: October 8, 2024

In Control: Audit Committee

DEPARTMENT: Office of the City Auditor

DEPARTMENT HEAD: Kevin Barthold

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

Acceptance of the Office of the City Auditor Report AU24-022 Audit of ITSD Security Awareness Program.

SUMMARY:

Determine if the Information Technology Services Department (ITSD) has implemented the State required Security Awareness Training Program effectively and in compliance with State guidelines.

BACKGROUND INFORMATION:

Background

Texas Government Code (Section 2054) requires state and local government employees and officials to complete a certified training program. Government entities must annually certify their compliance with the training requirements by August 31 using the Cybersecurity Training

Certification for State and Local Governments.

In addition, in accordance with Texas Government Code, the governing body of a local government shall verify and report on the completion of a cybersecurity training program by employees of the local government (performed by ITSD) and require periodic audits to ensure compliance with this section (performed by the Office of the City Auditor).

ITSD monitors the completion of trainings monthly to ensure all employees have completed the full cybersecurity training by the annual reporting deadline.

Scope & Methodology

The audit scope was the State Security Training Reporting period of July 2023 through June 2024. Testing criteria included Texas Government Code, Section 2054. We interviewed ITSD personnel and reviewed department policies and procedures to identify controls related to the City's Security Awareness Training Program.

Conclusion

We evaluated the Security Awareness Training Program and determined that ITSD has adequate controls to facilitate citywide compliance with State of Texas security training requirements. Specifically, ITSD has:

Established policies and procedures to effectively administer a certified security awareness training program that meets state standards.

Created controls to ensure all applicable City employees and elected officials complete their training.

Implemented processes for ensuring completion and self-certification by the required state deadline.

There are no findings. Consequently, we make no recommendations to ITSD management.

ISSUE:

This item is presented for acceptance by the Audit Committee.

FISCAL IMPACT:

NA

ALTERNATIVES:

NA

RECOMMENDATION:

Staff recommends acceptance of this audit report.

