

Audit and Accountability Committee



Audit of NHSD Minor Repair Program

Presented by: Kevin Barthold, City Auditor

December 6, 2022

Objective and Conclusion

NHSD Minor Repair Program

Audit Objective

Determine if the minor repairs program is managed effectively and efficiently in compliance with established guidelines.

Overall Conclusion

The program is operating efficiently and effectively. Positive results in the following areas:

- Monitoring to ensure compliance with established guidelines
- Reviews to ensure compliance with HUD regulations
- Financial controls are in place to include expense review, reconciliations, and manager approvals

However, opportunities exist to strengthen controls for:

- Oversight of project milestones/management
- Lack of inspections, participant surveys
- Tracking of application metrics and timely communication with applicants

Results

NHSD Minor Repair Program

Project Management

Project files to not document activities, timelines, and constraints affecting delays

Inspections and participant surveys

No inspections by NHSD staff after project completions
No follow-up with participants after completion

Application metrics

No process to monitor participant applications and communicate status to participants

NHSD Minor Repair Program

NHSD management have agreed with the recommendations and have developed action plans to address the issues.

Anticipated completion: December 2022

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