



City of San Antonio

Agenda Memorandum

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Agenda Item Number: 19

Agenda Date: August 26, 2022

In Control: Audit and Accountability Committee Meeting

DEPARTMENT: Office of the City Auditor

DEPARTMENT HEAD: Kevin Barthold

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

Acceptance of the Office of the City Auditor report AU21-021 Audit of the San Antonio Police Department San Antonio Fear Free Environment (SAFFE) Program

SUMMARY:

Determine if the SAFFE Program is operating effectively and efficiently and in compliance with program guidelines.

BACKGROUND INFORMATION:

Background

First established in 1994, the SAFFE Program is an integral component of the SAPD's approach to Community-Oriented Policing. This program embraces a partnership between the community and police in identifying, evaluating, and resolving community concerns, problems, quality of life issues and reducing fear of crime. To accomplish this mission, nearly 120 SAFFE Sergeants and Officers establish and maintain day-to-day interaction with residents and businesses within one of

the six service areas. Additionally, SAFFE Officers serve as liaisons with other entities, both public and private.

In an effort to engage members of the community, outreach initiatives have been implemented. Additionally, SAFFE Officers work in tandem with other SAPD Programs. Finally, on an as needed basis, SAFFE Officers work with other SAPD units, City departments, and outside entities to develop action plans to address problems with the community

Scope and Methodology

The audit scope included program operations, projects, training, expenses, and system user access for FY 2019 thru 2021. We reviewed compliance with program operations which included training, documentation of day-to-day duties, and documentation of projects. We also assessed consistencies between the six units as it pertained to processes, reporting, and communication. In addition, we reviewed expenses for allowability, and confirmed inventories were performed for specialized equipment. Finally, we reviewed user access for appropriateness.

Conclusions

The SAFFE Program is operating effectively and in compliance with program guidelines and expenses are allowable. SAPD has adequate controls in place to ensure compliance with program operations as it pertains to Officer training, day-to-day duties performed, completion of daily activity logs, and compilation of weekly activity reports. Additionally, program expenses were adequately supported and reasonable per program mission.

However, there are opportunities to improve administrative items to address program inconsistencies, project documentation, and user access reviews. Currently, program inconsistencies exist due to decentralization of the program. In addition, projects status and completion were not adequately documented. Lastly, user access was not appropriate for users with access to the SAFFE Activity Database.

We made recommendations to improve these opportunities. Management agreed with the recommendations and developed positive corrective action plans.

ISSUE:

This item is for briefing only.

FISCAL IMPACT:

This item is for briefing only.

ALTERNATIVES:

This item is for briefing only.

RECOMMENDATION:

Staff recommends approval of this audit report.