



City of San Antonio

Agenda Memorandum

File Number:
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Agenda Item Number: 8

Agenda Date: October 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 AU22-F05 Follow-Up Audit of SAPD Alarm Permits

SUMMARY:

Determine if audit recommendations made in the prior audit of SAPD Alarm Permits have been effectively implemented.

BACKGROUND INFORMATION:

Scope & Methodology

The audit scope was limited to the recommendations and corrective action plans made in the original audit report for the time frame April 1, 2021 to March 31, 2022.

We interviewed key SAPD Alarms Unit personnel to gain an understanding of alarm Permits

controls implemented after the completion of the prior audit. Testing criteria included City Administrative Directives and the National Institute of Standards and Technology (NIST) 800-53. We also reviewed policies and procedures, user access, cash handling, and false alarm payment processing controls.

Conclusion

We determined that the SAPD Alarms Unit has successfully implemented adequate controls to address all prior audit recommendations.

The Alarms Unit makes regular deposits in accordance with an approved variance to COSA Administrative Directive (AD) 8.1 - Cash Handling.

Additionally, the SAPD is following a new Standard Operating Procedure (SOP) that requires monitoring and tracking outstanding alarm permit receivables with a monthly FAMS aging report. The aging report is utilized to identify and monitor outstanding receivables, customers/permit holders that are delinquent on false alarm fees, and repeat offenders.

Lastly, user access to the SharePoint drive is appropriate and SAPD is following a newly created self-audit SOP that requires a FAMS access report to be run quarterly and reviewed to ensure user access is appropriate.

There were no audit findings identified in this audit and we made no recommendations.

ISSUE:

This item is presented for acceptance by the Audit and Accountability Committee.

FISCAL IMPACT:

none

ALTERNATIVES:

N/A

RECOMMENDATION:

Staff recommends acceptance of this audit report.