



# Audit Department

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Angela M. Darragh, CPA, CFE, CISA, Director

March 31, 2015

Mr. Don Burnette  
Clark County Manager  
500 South Grand Central Parkway, 6<sup>th</sup> Floor  
Las Vegas, Nevada 89106

Dear Mr. Burnette:

We recently performed a follow-up audit of the Public Works Road Division Operation Review dated April 7, 2014. Our objective was to determine whether corrective actions were implemented to address findings included in the original audit. Our audit period was from January 1, 2014 through January 1, 2015. Our last day of fieldwork was March 23, 2015.

Our audit procedures consisted of interviewing personnel to determine the status of findings. We also examined and tested supporting documentation to assess the adequacy of corrective actions taken. For the audit period, we verified that the "Initial Action/Made Safe Date" field was complete for all inquiries recorded in Project Orange. Project Orange is a program that is used by the division to electronically document inquiry information and actions.

Overall, the division has made significant improvements in completing the "Initial Action/Made Safe Date" fields within Project Orange. Through Outlook, the division's Supervisors are reminded weekly to ensure that inquiries and "Initial Action/Made Safe Date" fields are updated. Additionally, on a weekly basis, office staff reviews the appropriate report for any blanks listed under the "Initial Action/Made Safe Date" column. Any blank discoveries would then be forwarded to supervisory personnel.

We conducted this performance audit in accordance with generally accepted government auditing standards. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions based on our audit objectives. We believe that the evidence obtained provides a reasonable basis for our findings and conclusions based on our audit objectives.

We appreciate the cooperation and assistance provided by the Public Works Road Division.

Sincerely,

Angela M. Darragh, CPA  
Audit Director

**PUBLIC WORKS**  
**Road Division Operation Review**  
**Findings, Recommendations, and Corrective Actions Status**  
**As of 03/23/2015**



**AUDIT DEPARTMENT**  
 Angela Darragh, CPA, CFE, CISA, CHC  
 Director

**Original Report Issuance Date: April 7, 2014**

Finding	Recommendation(s)	Corrective Actions Status
<b>1 - Initial Action/Made Safe Field Needs to be Completed (MEDIUM)</b>		
<p>From a sample of 25 inquiries selected from Project Orange, we noted the "Initial Action/Made Safe Date" field in inquiry number 119505 dated August 27, 2013 was blank. From the information provided, we cannot determine if or when the initial inquiry was made safe.</p> <p>Based on our review of the 2012 and 2013 Citizen Inquiry Response Time by Supervisor Report, there are 13 out of 6,525 (less than one percent) inquiries that did not have a date and time under the "Initial Action/Made Safe" column of the report. Due to the blank field, the reports reflects average response times ranging from 2 to 659 days on the report.</p>	<ol style="list-style-type: none"> <li>1. Remind all supervisors to complete the "Initial Action/Made Safe" field for each inquiry in Project Orange.</li> <li>2. Implement procedures to review the Citizen Inquiries Response Time Recap by Supervisor Project Orange Report monthly and follow-up on any inquiries that have a blank "Initial Action/Made Safe" field.</li> </ol>	<p><b>Fully Implemented:</b> Through Outlook, the division supervisors are reminded weekly to ensure that inquiries and "Initial Action/Made Safe Date" fields are updated.</p> <p>Additionally, on a weekly basis, office staff reviews the appropriate report for any blanks listed under the "Initial Action/Made Safe Date" column. Any blank discoveries are then forwarded to supervisory personnel to resolve.</p>