

**Joint Legislative Audit
and Review Commission**

Annual Workplan

Salary Scale Adjustments



Auditor of Public Accounts

- **Annual Workplan**
- **Salary Scale Adjustments**

Proposed 2005 Workplan

- **Annual workplan = work performed during most of fiscal year 2005**
- **CAFR, Statewide Single Audit, and mandatory audits and special projects are major focus**
- **Risk model used to evaluate the audit work needed for agencies and institutions, and other special projects with remaining resources**

Workplan Reduction

FY2005 Workplan	133,032
Prior Year Workplan (FY 2004)	<u>144,440</u>
Reduction in Audit Hours Due to Staffing	<u>(11,408)</u>
FY 2003 Workplan	167,073

Total Hours by Function

Statewide and Agency Projects:

Special Projects	19,462
Judicial Branch	520
Executive Departments	75,100
Independent Agencies	6,040
Local Governments, Clerks, & Courts	<u>31,910</u>
TOTAL WORKPLAN	<u>133,032</u>

Hours by Executive Departments

Executive Offices and Administration	1,614
Commerce and Trade	3,554
Education (including Colleges and Universities)	36,462
Finance	18,185
Health and Human Services	5,920
Natural Resources	446
Public Safety	3,344
Technology	1,010
Transportation	<u>4,565</u>
Total Hours by Executive Departments	<u>75,100</u>

Special Projects

Types of Reports

- **Special Legislative Required Follow-up Reports**
- **Special Projects Required by Legislation or Appropriation Act**
- **Follow-up Reports**
- **Projects Mandated by Statutes**
- **Review of Internal Control Matters**
- **Other Special Projects**

Special Projects

Legislative Required Follow-up Reports

- **VDOT – Review of Cash Management and Budgeting**
- **DMV – Cost Analysis Report**

Required by Legislation or Appropriation Act

- **Deferred Maintenance Costs**
- **Telecommunication Taxes**
- **State Comptroller Operations**

Special Projects

Other Follow-up Reports

- **VITA Business Plan**
- **Small Purchase Charge Card Program**
- **Central Criminal Records Exchange**
- **Surplus Computer Equipment**

Special Projects

Statutorily-Mandated Projects

- **Performance Measures**
- **Personal Property Tax Relief Act**
- **Information Systems Development**
- **Truth in Fees**
- **Council on Virginia's Future**
- **Comparative Report – E911 Services**
- **APA Annual Report**

Special Projects

Review of Internal Control Matters

- **Budget Controls**
- **Capital Outlay**
- **Debt Management**
- **eVA Security**
- **Inventory**
- **Payroll**
- **Penetration Testing**
- **VITA Service Bureau Review**

Special Projects

Review of Internal Control Matters

- **Eligibility Systems and Controls**
- **Federal Payment Accuracy Method**
- **HIPAA Implementation**
- **Self Insurance Funds**

Other Special Reports

- **Summary of Homeland Security Funding**
- **Public Safety Agencies Budgetary Report**
- **Review of Contract Management Procedures**
- **State Police – STARS Radio System**

Salary Scales

- **Adjustments reflect changes in the 2004 Appropriation Act**
- **Scales increase 3%**
- **Bonuses may also be given during the year to reward exceptional performance**
- **Raises may be given within the salary bands and will follow our compensation plan and budget**

Salary Scales

<u>Position</u>	<u>Number of Positions</u>		<u>Present Scale</u>	<u>Proposed Scale</u>
	<u>2004</u>	<u>2005</u>		
Deputy Auditor	1	1	\$72,790 - \$123,738	\$74,975 - \$127,450
Project Leader	14	14	55,725 - 114,215	57,395 - 117,640
Auditor	45	45	37,325 - 73,055	38,445 - 75,245
Staff ⁽¹⁾	<u>84</u>	<u>84</u>	22,960 - 48,315	23,650 - 49,765
Total	<u>144</u>	<u>144</u>		

⁽¹⁾ Staff positions for FY2004 include 74 audit staff and 10 audit support staff.

Requested Actions

- **Approval of the Workplan**
- **Approval of the Salary Scales**

