



AGENDA REQUEST & STAFF REPORT

MEETING DATE: November 1, 2021

SUBJECT: Discussion regarding converting 1.0 Administration (Internal Audit) Limited Duration FTE to Regular Duration FTE within Fiscal Year 2021-2022 Deschutes County Budget

RECOMMENDED MOTION:

Future approval of forthcoming Resolution 2021-077 converting 1.0 Administration (Internal Audit) Limited Duration FTE to Regular Duration FTE in support of the County's Internal Audit Program.

BACKGROUND AND POLICY IMPLICATIONS:

During the 21/22 Budget process a 1.0 FTE Limited duration performance auditor position was added to provide additional capacity and assure future succession planning for internal audit services.

Conversion from 1 Limited duration FTE to 1 regular duration FTE Performance Auditor position

Currently, the Deschutes County Internal Audit Program has been approved for one limited duration full-time equivalent (FTE) Performance Auditor. The Performance Auditor would be a staff person to the County Internal Auditor position. This role will help assure that the knowledge and skills can be developed in a staff person and strengthen the ability to provide additional audits.

The Budget Committee made the position limited duration to assure there could be discussion as to continuance of funding in the next budget. Such review always exists in each budget cycle and does not require a limited duration flag which is impacting the recruitment in what is turning out to be a tough recruiting time.

The Performance auditor position was posted on August 18, 2021 and we have not received any applications meeting the criteria. Converting this 1.0 Limited duration FTE to a regular duration FTE (position #2924) will support getting this position recruited.

COST: The vacant 1.0 FTE Performance auditor is currently budgeted through internal service charges in Administration to other County functions. Currently there has been savings of about \$38 thousand from the position being open for the first 4 months of the year. Subsequent years will be covered through internal service charges at the continuing discretion of the Budget Committee.

BUDGET IMPACTS:

No increased appropriation required to Administration's budget for FY22. Conversion of 1.0 limited duration FTE to 1.0 regular duration FTE. Resolution will be placed on next Board meeting's consent agenda.

ATTENDANCE:

David Givans, County Internal Auditor