

File No. 191133

Committee Item No. 2

Board Item No. _____

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Government Audit and Oversight

Date: January 16, 2020

Board of Supervisors Meeting:

Date: _____

Cmte Board

- Motion
- Resolution
- Ordinance
- Legislative Digest
- Budget and Legislative Analyst Report
- Youth Commission Report
- Introduction Form
- Department/Agency Cover Letter and/or Report
- MOU
- Grant Information Form
- Grant Budget
- Subcontract Budget
- DRAFT Agreement
- Form 126 – Ethics Commission
- Award Letter
- Application
- Public Correspondence

OTHER

- Referral FYI – November 13, 2019
- _____
- _____
- _____
- _____

Prepared by: John Carroll

Date: January 10, 2020

Prepared by: John Carroll

Date: _____

1 [Setting the Budget and Legislative Analyst Services Audit Plan - Ethics Commission -
2 FY2019-2020]

3 **Motion directing the Budget and Legislative Analyst to conduct a performance audit in**
4 **FY2019-2020 of the Ethics Commission as a priority.**

5
6 WHEREAS, It is the policy of the Board of Supervisors that each program of the City
7 and County of San Francisco be the subject of a performance audit at least once every eight
8 years; and

9 WHEREAS, The function of regular performance audits is to ensure that City
10 departments and agencies make prudent and efficient use of City resources and also
11 effectively perform the functions assigned to them by the Charter and applicable laws; and

12 WHEREAS, The Board of Supervisors previously adopted a motion directing the
13 Budget and Legislative Analyst to conduct performance audits in FY2019-2020 of (i) the
14 effectiveness of the City departments' pre-apprenticeship and workforce development and
15 community benefits programs; (ii) the administration by the Department of Homelessness and
16 Supportive Housing of homeless services; (iii) the policies and procedures of the Mayor's
17 Office of Housing and Community Development for the acquisition of sites for the
18 development or preservation of affordable housing; and (iv) Public Works' street resurfacing
19 program and street tree maintenance program; and

20 WHEREAS, The Budget and Legislative Analyst is currently conducting a performance
21 audit of the effectiveness of the City departments' pre-apprenticeship and workforce
22 development and community benefits programs; now, therefore, be it;

23 MOVED, That the Budget and Legislative Analyst is hereby directed to conduct a
24 performance audit in FY2019-2020 of the Ethics Commission as a priority.

BOARD of SUPERVISORS



City Hall
1 Dr. Carlton B. Goodlett Place, Room 244
San Francisco 94102-4689
Tel. No. 554-5184
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TDD/TTY No. 554-5227

MEMORANDUM

TO: Harvey Rose, Budget and Legislative Analyst
LeeAnn Pelham, Executive Director, Ethics Commission

FROM: John Carroll, Assistant Clerk, Government Audit and Oversight
Committee, Board of Supervisors

DATE: November 13, 2019

SUBJECT: LEGISLATION INTRODUCED

The Board of Supervisors' Government Audit and Oversight Committee has received the following proposed legislation, introduced by Supervisor Yee on November 5, 2019:

File No. 19133

Motion directing the Budget and Legislative Analyst to conduct a performance audit in FY2019-2020 of the Ethics Commission as a priority.

If you have any comments or reports to be included with the file, please forward them to me at the Board of Supervisors, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102.

c: Debra Newman, Office of the Budget and Legislative Analyst
Severin Campbell, Office of the Budget and Legislative Analyst
Gabriela Loeza, Office of the Budget and Legislative Analyst
Patrick Ford, Ethics Commission

Introduction Form

By a Member of the Board of Supervisors or Mayor

RECEIVED
BOARD OF SUPERVISORS
SAN FRANCISCO

2019 NOV 5 AM 11:17
Time stamp
or meeting date

I hereby submit the following item for introduction (select only one):

- 1. For reference to Committee. (An Ordinance, Resolution, Motion or Charter Amendment).
- 2. Request for next printed agenda Without Reference to Committee.
- 3. Request for hearing on a subject matter at Committee.
- 4. Request for letter beginning : "Supervisor [] inquiries"
- 5. City Attorney Request.
- 6. Call File No. [] from Committee.
- 7. Budget Analyst request (attached written motion).
- 8. Substitute Legislation File No. []
- 9. Reactivate File No. []
- 10. Topic submitted for Mayoral Appearance before the BOS on []

Please check the appropriate boxes. The proposed legislation should be forwarded to the following:

- Small Business Commission
- Youth Commission
- Ethics Commission
- Planning Commission
- Building Inspection Commission

Note: For the Imperative Agenda (a resolution not on the printed agenda), use the Imperative Form.

Sponsor(s):

Supervisor Yee

Subject:

Performance Audit of Ethics Commission

The text is listed:

Please see attached motion.

Signature of Sponsoring Supervisor: []

For Clerk's Use Only