

24-01 Take-Home Vehicles Audit

First Follow-up

October 9, 2024



C I T Y O F
RENO

Purpose of the Audit

Assess compliance with documented policies and best practices for the Take-Home Vehicle process

Independent ✓

Objective ✓



Audit Follow-up

- Requirement of the International Standards for the Professional Practice of Internal Auditing Standards

(The IIA Standard #2500.A1)

“...monitor and ensure management actions have been effectively implemented or that senior management has accepted the risk of not taking action”

Internal Audit Division follow-up reporting *every 6 months*

Audit Observations

City Manager's Office / Executive Management

1. Lack of Documented Policies & Procedures
2. Fleet Management Review and Approval
3. Attestation Forms
- ✓ 4. Business Purpose for Take-Home Vehicles
- ✓ 5. Unnecessary Fuel Costs
- ✓ 6. City Carries Risk Unnecessarily
- ✓ 7. Use of Telematics

Audit Observations

City Manager's Office / Executive Management

1. Lack of Documented Policies & Procedures
2. Fleet Management Review and Approval
3. Attestation Forms

Completion Date → January 2025

Additional Audit follow-up is scheduled in six months

Audit Observations

Reno Police Department Management

- ✓ 8. RPD Policies and Procedures
- ✓ 9. Mileage Restriction, Fleet
- ✓ 10. Mileage Restriction, Regional Crime Suppression Unit

Originally issued by the
Center for Public Safety Management, LLC (CPSM)

Internal Audit Division @ City

- To provide the City of Reno with an independent appraisal function designed to assist the Reno City Council, constituents, and City management in establishing **accountability**, **transparency**, and a culture of **continuous improvement** in City operations.
- At its core, Internal Audit helps the organization achieve its objectives.



Recommended Motion

I move to accept the audit follow-up reporting document.