



# City of Denton

City Hall  
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## AGENDA INFORMATION SHEET

**DEPARTMENT:** City Auditor's Office

**CITY AUDITOR:** Madison Rorschach

**DATE:** March 5, 2024

### **SUBJECT**

Receive a report, hold a discussion, and give staff direction regarding Audit Project 035 – Staff Recruiting and Hiring.

### **STRATEGIC ALIGNMENT**

This action supports Key Focus Area: Pursue Organizational Excellence and Collaborative and Respectful Leadership.

### **BACKGROUND**

City of Denton Charter Article VI, Section 6.04 states, the City Internal Auditor is responsible for providing an independent appraisal of City operations as directed by the City Council. These audits are conducted in accordance with *Generally Accepted Government Auditing Standards* promulgated by the US Government Accountability Office.

Per *Government Auditing Standards*, internal auditors should make audit reports available to the public and should communicate results to the parties who can ensure that the results are given due consideration. In order to meet these *Government Auditing Standards*, the City of Denton's Internal Audit Procedures Manual requires finalized audit reports to be presented to the City Council. Once presented, all published reports can be found on the City of Denton's [Internal Audit Webpage](#).

### **DISCUSSION**

This audit project is intended to provide assurance that the City has adequate controls to ensure the City's civil and non-civil service recruitment and hiring processes are efficient, effective, equitable, and aligned with applicable regulations. Between Fiscal Years 2021 and 223, the City hired just over 1,700 employees and had an average turnover rate of 15 percent. Initial, detailed findings from this audit project are presented in the attached Audit of Staff Recruiting and Hiring report.

### **RECOMMENDATION**

Staff recommends closing Audit Project 035 – Staff Recruiting & Hiring until a follow-up review is conducted to assess the implementation of the 17 issued recommendations. This follow-up review will likely take place in the next eighteen to thirty-six months.

### **PRIOR ACTION/REVIEW (Council, Boards, Commissions)**

Aug. 16, 2022: Fiscal Year 2022-23 Annual Internal Audit Plan Adopted  
Jul. 18, 2023: Fiscal Year 2022-23 Annual Internal Audit Plan Amended

**EXHIBITS**

1. Agenda Information Sheet
2. Audit of Staff Recruiting and Hiring
3. Presentation

Respectfully submitted:  
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City Auditor