

RESOLUTION NO. 161, SERIES 2022

A RESOLUTION REQUESTING THE OFFICE OF INTERNAL AUDIT OF THE LOUISVILLE/JEFFERSON COUNTY METRO GOVERNMENT TO CONDUCT AN AUDIT OF THE LOUISVILLE METRO POLICE DEPARTMENT'S COMPLIANCE WITH RECORDS RETENTION REQUIREMENTS.

SPONSORED BY: COUNCIL MEMBER ACKERSON AND PRESIDENT JAMES

WHEREAS, KRS 67C.103 grants the Legislative Council of the Louisville/Jefferson County Metro Government ("Metro Council") with the power to request the Office of Internal Audit (the "Internal Auditor") to perform an audit concerning the affairs of Louisville/Jefferson County Metro Government ("Louisville Metro Government"); and

WHEREAS, the Internal Auditor's Policies and Procedures and IIA Standards require a formal request when Metro Council desires to define the scope and objective of an audit; and

WHEREAS, Metro Council, pursuant to KRS 67C.103, formally requests the Internal Auditor to perform an audit regarding the compliance by the Louisville Metro Police Department with applicable records retention policies and schedules, with the recommended audit type, objective, and scope described in the attached engagement request form.

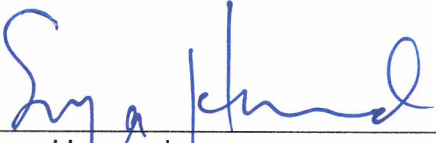
NOW, THEREFORE, BE IT RESOLVED BY THE LEGISLATIVE COUNCIL OF THE LOUISVILLE/JEFFERSON COUNTY METRO GOVERNMENT ("METRO COUNCIL") AS FOLLOWS:

SECTION I: Metro Council formally requests the Internal Auditor to conduct an audit regarding the Louisville Metro Police Department's compliance with applicable records retention schedules and policies, for the period occurring between January 1,

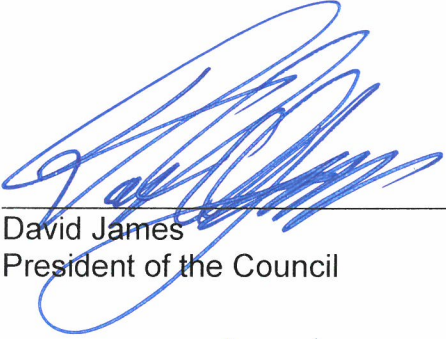
2018 through the effective date of this Resolution, and as more particularly described in the attached engagement request form.

SECTION II: Upon completion, the Internal Auditor will report the findings to Metro Council.

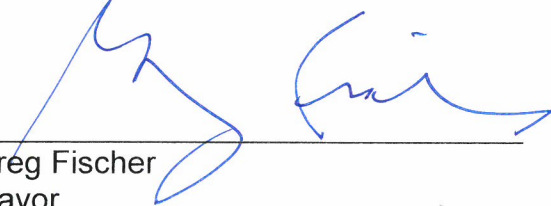
SECTION III: This Resolution shall take effect upon its passage and approval or otherwise becoming law.



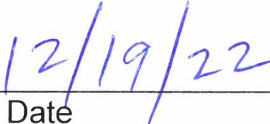
Sonya Harward
Metro Council Clerk



David James
President of the Council



Greg Fischer
Mayor

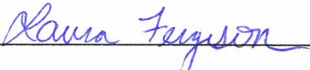


Approval Date

APPROVED AS TO FORM AND LEGALITY:

Michael J. O'Connell
Jefferson County Attorney

LOUISVILLE METRO COUNCIL
ADOPTED
December 15, 2022

BY: _____



Louisville Metro Government Office of Internal Audit

The Office Of Internal Audit Engagement Request Form	
Date Request Submitted	11/22/22
1. Requestor Name	Council President David James, Council Member Brent T. Ackerson, Council Member Jecorey Arthur
<p>Please note: Internal Audit requests from Department Directors will be shared with the Mayor's Office and may be subject to approval from the Mayor's Office, if the request is intended to be from the Mayor's Office , as a whole.</p> <p>Internal Audit requests from Metro Council Members will be shared with the Metro Council President's Office and may be subject to approval from the President's Office or by way of a Resolution, if the request is intended to be from the Metro Council Office , as a whole.</p>	
2. Requestor Department	Metro Council
3. If your department is not listed in the department drop-down box, please provide your department name here.	
4. What Type of Engagement is Desired (see definitions below)?	Assurance
5. Is this request for a Financial Impact Analysis?	no
6. Department to be Reviewed	Police
6a. Business Processes to be reviewed	Records Retention Policy
7. Who is the Key Stakeholder for Process to be Reviewed?	LMPD, OMB
8. Time period to be Reviewed	Period beginning January 1, 2018 and continuing through the effective date of the Resolution requesting this Audit.
9. What Are Your Desired Objectives/Outcome of the Engagement? (The more information provided the better, as it will be helpful as we make a determination about the request.)	Desired objectives include determining chain of custody of LMPD Records; determine when Records Retention Schedules are reviewed and updated; determine the person or persons in charge of all processes related to LMPD ORR and Records Retention policies.



Louisville Metro Government Office of Internal Audit

10. What is Your Anticipated Completion Date for This Request?	Six to Eight Months.
11. Comments	

For OIA Use ONLY	
Approved by the Mayor	
Approved by Metro Council	
Request Accepted by the Office of Internal Audit	
Staff Assigned	
Budgeted Hours	



Definitions of Core Services

-Assurance - Reviewing operations, policies, and procedures to ensure that the appropriate control structure is in place and that business risks are considered.

-Consulting - Providing services to help address specific issues and concerns, which may not necessarily be high-risk, but do add significant value to clients.

-Information Technology - Ensuring that electronic information is processed as intended, data integrity is maintained, and the control structure is assessed.

-Integrity - Investigating allegations regarding employee misconduct and / or non-violent criminal acts involving Metro Government resources.