

Target (Vector) Solutions Follow-Up

Objective, Scope and Methodology: The objective of this follow-up report was to determine if City Management implemented the recommendation made in an earlier report, Target Solutions Compliance Audit (Project# 2021-061 finalized on September 29, 2020). Target Solutions system is now known as Vector Solutions.

What Was Found: Nine of the ten City departments improved their on-time completion percentages! Great job!

Prior Recommendation: Parks and Recreation has multiple division compliance officers, but should consider having a lead administrative compliance person for the department to coordinate and ensure courses are completed timely. Management should review as part of the employee annual evaluation review of compliance.

Status: Implemented Parks and Recreation improved their completion rate by over 10% as shown in the graph at the bottom of the page. In March 2024, Parks Administration staff created a tracking spreadsheet to help managers ensure staff completed training as assigned. In November 2024, a newly created Parks Planner position was filled and this new position is also responsible for overseeing and coordinating the compliance team throughout Parks.

<u>Department</u>	<u>>30 Days</u>		<u>% Timely</u>		<u>%</u>
	<u>Late</u>	<u>Total</u>	<u>2024</u>	<u>Original %</u>	<u>Improved</u>
Parks and Recreation	110	929	88.16%	77.22%	10.94%
Neighborhood & Community Services	5	168	97.02%	86.84%	10.18%
City Manager/Legal	1	41	97.56%	91.54%	6.02%
Information Technology	2	91	97.80%	93.75%	4.05%
Public Works	27	508	94.69%	91.54%	3.15%
Police	85	1443	94.11%	91.85%	2.26%
Human Resources	3	90	96.67%	95.08%	1.59%
Finance	1	102	99.02%	98.48%	0.54%
Fire	292	3420	91.46%	95.57%	-4.11%

<u>Department</u>	<u>% Completed Timely</u>
Finance	99.02%
Information Technology	97.80%
City Manager/Legal	97.56%
Neighborhood & Community Services	97.02%
Human Resources	96.67%
Public Works	94.69%
Police	94.11%
Fire	91.46%
Parks and Recreation	88.16%