

Project Progress

Overall Status: ● On Track

Project Name: Performance Audit of Valley Water District Counsel’s Office

Date: December 17, 2019 – January 16, 2020

Status Code Legend

- On Track: Project is on schedule
- At High Risk: Project at high risk of going off track
- At Risk: Project at risk of going off track
- Off Track: Date will be missed if action not taken

Summary narrative –

- On Track, adjusting scope

Key Activities Completed during the Period

- ◆ Coordinated, processed and submitted request for review of closed session and confidential memos for level of confidentiality.
- ◆ Continued consolidation and summarization of collected data.
- ◆ Completed interviews with Board Directors and Valley Water DOOs.

Key Activities Planned for January 22 to February 22, 2020

- ◆ Collect and review closed session confidential board memos for level of confidentiality.
- ◆ Consolidate data and summarize results.
- ◆ Conduct follow up meetings with District Counsel staff (small group meetings).
- ◆ Prepare results meeting material.
- ◆ Conduct quality assessment review.

Updated Timeline – Performance Audit of District Counsel Office

Audit Activity	Estimated Due Date
Complete Data Collection and Analysis	2/10/2020
District Counsel Small Group Meetings	Week of Feb. 10, 2020
Preliminary Results Meeting	1 st week of March
District Counsel Technical Review of Preliminary Draft Report	3/20/2020
Draft Report Submittal to Audit Committee	April, 2020
Draft Report Response by Valley Water Management	April/May 2020
Final Report	May 2020