City of Austin

A Report to the Austin City Council

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AUDIT REPORT

Austin Police Department Worker Safety Audit

October 2012

REPORT SUMMARY

During the planning phase of this audit, we assessed the risks related to Austin Police Department's (APD) worker safety. Based on our assessment, we determined that the risks related to APD worker safety management are being addressed and managed by the department.

AUDIT NUMBER: AU12123

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GOVERNMENT AUDITING STANDARDS COMPLIANCE

We conducted this performance audit in accordance with Generally Accepted Government Auditing Standards. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions based on our audit objectives. We believe that the evidence obtained provides a reasonable basis for our findings and conclusions based on our audit objectives.

AUDIT TEAM

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October 2012

Austin Police Department Worker Safety Audit

Audit Report Highlights

Why We Did This Audit

This audit was conducted as part of the Office of the City Auditor's (OCA) Fiscal Year (FY) 2012 Strategic Audit Plan.

What We Recommend

We are not issuing any recommendations at this time.

Mayor and Council,

I am pleased to present this audit on Austin Police Department (APD) Worker Safety.

BACKGROUND

APD's Risk Management Section, within the Internal Affairs Division, administers safety related programs and includes the following groups: Risk Monitoring, Inspections, Policy Development, Peer Support, and the Chaplains Program. In 2007, APD implemented a new information technology system, CompStat, to collect and analyze data including crime, traffic, and employee safety statistics.

OBJECTIVE AND SCOPE

The objective of the audit was to assess the adequacy of safety management systems within APD designed to prevent on-the-job injuries.

The audit scope included a review of APD's current worker safety operations and worker injury data for the period of October 1, 2009 to September 30, 2012.

WHAT WE FOUND

During the planning phase of this audit, we assessed the risks related to APD worker safety. Based on our assessment, we determined that the risks related to APD worker safety management are being addressed and managed by the department.

We appreciate the cooperation and assistance we received from APD staff during this audit.

Kenneth J. Mory, City Auditor

For more information on this or any of our reports, email oca_auditor@austintexas.gov

BACKGROUND

APD's Risk Management Section, within the Internal Affairs Division, administers safety related programs and includes the following groups: Risk Monitoring (Workers Compensation and Guidance Advisory Program), Inspections (Safety and Legal Liaison), Policy Development, Peer Support, and the Chaplains Program. In 2007, APD implemented a new information technology system, CompStat, to collect and analyze data including crime, traffic, and employee safety statistics.

OBJECTIVE, SCOPE, AND METHODOLOGY

The Austin Police Department Worker Safety Audit was conducted as part of the Office of the City Auditor's (OCA) FY 2012 Strategic Audit Plan, as presented to the City Council Audit and Finance Committee.

Objective

The objective of the audit was to assess the adequacy of safety management systems within APD designed to prevent on-the-job injuries.

Scope

The audit scope included a review of APD's current worker safety operations and worker injury data for the period of October 1, 2009 to September 30, 2012.

Methodology

To accomplish our audit objectives, we performed the following steps:

- Interviewed with key department personnel related to the APD worker safety management system in Internal Affairs, Risk Management, Recruiting and Training, Wellness as well as Patrol, and the Office of the Police Monitor.
- Researched industry standards, best practices, laws and regulations, and department policies and procedures related to worker safety.
- Reviewed and analyzed financial-related documentation, including APD budgets, business plans, and performance measures.
- Analyzed injury data from department tracking systems.
- Observed police officer safety techniques used in the field.
- Considered risks related to information technology and fraud, waste, and abuse.

AUDIT RESULTS

Based on best practice guidelines[1], effective management of worker safety and health is vital in reducing the extent and severity of work-related injuries and related costs, which can be articulated in the four key components shown below in the Exhibit 1. The four elements are interrelated and a failure in one may impact all the other elements.

EXHIBIT 1
Safety and Health Management System Components

1. **Management leadership and employee involvement** to ensure provision of motivation, necessary resources, and workers' commitment to safety
2. **Worksite analysis** to detect current and potential hazards
3. **Hazard prevention and control** to prevent, correct, or control identified potential hazards
4. **Safety and health training** to develop the knowledge and skills needed

SOURCE: U.S. Department of Labor, Occupational Safety and Health Administration (OSHA), October 2012

During the planning phase of this audit, we assessed the risks related to APD worker safety. Based on our assessment, we determined that the risks related to APD worker safety management, are being addressed and managed by the department.

Actions taken by APD to address worker safety risks include:

1. Focusing on management commitment to safety, including:
   - Extensive policies and procedures related to safety, which are revised periodically based on information gathered from data analysis
   - Top-down communication of safety related goals and objectives

2. Identifying safety hazards, including:
   - Regular injury data tracking within the CompStat system by the Risk Management Division
   - Reporting of trend analysis to executive management and discussion of prominent issues, including employee injuries and collisions by type, area, period, and frequency
   - Examination of emerging injury trends, which are shared with the Training and Professional Standards Divisions, when applicable
   - Periodic safety inspections performed by Risk Management staff

[1] Occupational Safety and Health Administration (OSHA) is part of the United States Department of Labor and was established to assure safe and healthful working conditions by setting and enforcing standards.

3. Preventing and controlling safety hazards, including:
   - Job specific personal protective equipment provided to each officer
   - Daily issuance of vehicles, motorcycles, etc. to each officer for specific responsibilities

4. Educating and training employees on safety, including:
   - Cadet academy which incorporates several safety components
   - Forty hours of training requirement every two years as mandated by Texas Commission on Law Enforcement Officer Standards and Education (TCLEOSE) and additional safety related training, such as firearm and defensive driving, as required by departmental and City policies

As a result, we are not issuing any recommendations.