



KING COUNTY

1200 King County Courthouse
516 Third Avenue
Seattle, WA 98104

Signature Report

Motion 16723

Proposed No. 2024-0395.1

Sponsors von Reichbauer

1 A MOTION related to council adoption of the King County
2 Auditor's Office Work Program 2025.

3 WHEREAS, K.C.C.2.20.040.B. states that the council shall review and approve
4 by motion a work program proposed by the auditor at least every two years, and

5 WHEREAS, the mission of the independent county auditor's office is to advance
6 performance, accountability, transparency, and equity of King County government,
7 through objective, independent audits, capital projects oversight, studies and activities
8 that generally assist the council in its oversight function, promote due diligence, and
9 serve the public interest, and

10 WHEREAS, the work program shall include the audits, studies, and oversight to
11 be conducted and managed by the county auditor's office, and

12 WHEREAS, the 2025 county auditor's work program has been developed and is
13 attached to this motion;


Motion 16723

14 NOW, THEREFORE, BE IT MOVED by the Council of King County:
15 The King County Auditor's Office Work Program 2025, Attachment A to this
16 motion, is hereby adopted.


Motion 16723 was introduced on 12/3/2024 and passed by the Metropolitan King County Council on 1/7/2025, by the following vote:

Yes: 8 - Barón, Dembowski, Dunn, Mosqueda, Perry, Upthegrove,
von Reichbauer and Zahilay
Excused: 1 - Balducci

KING COUNTY COUNCIL
KING COUNTY, WASHINGTON

Signed by:

E76CE01F07B14EF...
Dave Upthegrove, Chair

ATTEST:

DocuSigned by:

8DE1BB375AD3422...
Melani Hay, Clerk of the Council

Attachments: A. King County Auditor's Office Work Program 2025

King County Auditor’s Office • Work Program 2025

Work Initiated in 2023–2024 That Will Continue Into 2025
Jail Behavioral Health
Cyber-Resilience
Civil Forfeiture
Returned Checks

Work Program 2025
 We commit to completing six or more of the projects below in 2025, in addition to following up on past recommendations. We are including some flexible audit categories to allow us, with Council engagement, to respond to immediate needs with timely and appropriate audit work. These topics are not listed in priority order.

Performance Audits


General Audit Topics


Contracting with Nonprofits	Evaluate Department of Community and Human Services’ contract management with nonprofits for juvenile diversion services
Internal Controls Series	A series of audits that focus on internal controls such as contract management, accounts payable topics, gasoline, and cash handling
Medical Examiner’s Office	Evaluate the Medical Examiner’s Office — scope may include contracting, unidentified remains, and/or indigent remains
Parks Division	Evaluate the Parks Division — scope may include grants, programming, and/or rentals
Permits Division	Evaluate the efficiency, effectiveness, and equity of King County’s permitting processes
Recruitment and Retention	Evaluate county recruitment and retention, especially in areas with high vacancy and attrition rates

Capital-Focused Audits

Stormwater Services	Evaluate King County’s Stormwater Management Program — scope may include permit compliance, asset management, and/or stormwater fees
----------------------------	--



Criminal Legal Audits		
911 Communications Center	Evaluate the efficiency, effectiveness, and equity of the 911 Communications Center	
Criminal Legal Data Hub	Assess King County’s cross-agency efforts to implement a criminal legal data hub	
Field Training Program	Evaluate the efficiency, effectiveness, and equity of the King County Sheriff’s Office Field Training Program	
Emerging Criminal Legal Issues	Monitor criminal legal issues and identify high-risk or emerging areas of policy-maker interest for analysis	

Transportation Audits		
Emerging Issues in Metro Transit	Monitor transportation issues and identify high-risk or emerging areas of policy-maker interest for analysis	

Capital Oversight	
Direct Project Oversight	General Oversight Activities
Harborview Project Oversight	Follow-up of past recommendations
Mouth of the Duwamish Projects	Monitoring of high-risk capital programs and projects, and communicating concerns
Northeast Transfer Station	Project risk scoring
	Solid Waste Capital Program Rate Impacts
	Wastewater Treatment Program Planning

Certificate Of Completion

Envelope Id: 4EFE1AA9-80F4-4DB1-AB36-A582D43EFFED	Status: Completed
Subject: Complete with Docusign: Motion 16723.docx, Motion 16723 Attachment A.pdf	
Source Envelope:	
Document Pages: 2	Signatures: 2
Supplemental Document Pages: 2	Initials: 0
Certificate Pages: 5	Envelope Originator: Cherie Camp
AutoNav: Enabled	401 5TH AVE
Envelopeld Stamping: Enabled	SEATTLE, WA 98104
Time Zone: (UTC-08:00) Pacific Time (US & Canada)	Cherie.Camp@kingcounty.gov
	IP Address: 198.49.222.20

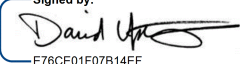
Record Tracking

Status: Original	Holder: Cherie Camp	Location: DocuSign
1/8/2025 3:41:01 PM	Cherie.Camp@kingcounty.gov	
Security Appliance Status: Connected	Pool: FedRamp	
Storage Appliance Status: Connected	Pool: King County-Council	Location: DocuSign

Signer Events

Dave Upthegrove
dave.upthegrove@kingcounty.gov
Chair
Security Level: Email, Account Authentication (None)

Signature

Signed by:

E76CE01F07B14EF...
Signature Adoption: Uploaded Signature Image
Using IP Address: 198.49.222.20


Timestamp

Sent: 1/8/2025 3:41:44 PM
Viewed: 1/8/2025 4:56:59 PM
Signed: 1/8/2025 4:57:08 PM

Electronic Record and Signature Disclosure:

Accepted: 1/8/2025 4:56:59 PM
ID: 82fda63f-929c-4d1b-90b0-74a0ce7f6d85

Melani Hay
melani.hay@kingcounty.gov
Clerk of the Council
King County Council
Security Level: Email, Account Authentication (None)

DocuSigned by:

8DE1BB375AD3422...
Signature Adoption: Pre-selected Style
Using IP Address: 198.49.222.20

Sent: 1/8/2025 4:57:09 PM
Viewed: 1/9/2025 6:45:38 AM
Signed: 1/9/2025 6:45:43 AM

Electronic Record and Signature Disclosure:

Accepted: 9/30/2022 11:27:12 AM
ID: 639a6b47-a4ff-458a-8ae8-c9251b7d1a1f

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	1/8/2025 3:41:44 PM
Certified Delivered	Security Checked	1/9/2025 6:45:38 AM
Signing Complete	Security Checked	1/9/2025 6:45:43 AM
Completed	Security Checked	1/9/2025 6:45:43 AM

Payment Events	Status	Timestamps
-----------------------	---------------	-------------------

Electronic Record and Signature Disclosure

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, King County-Department of 02 (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact King County-Department of 02:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: cipriano.dacanay@kingcounty.gov

To advise King County-Department of 02 of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at cipriano.dacanay@kingcounty.gov and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from King County-Department of 02

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to cipriano.dacanay@kingcounty.gov and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with King County-Department of 02

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an email to cipriano.dacanay@kingcounty.gov and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to ‘I agree to use electronic records and signatures’ before clicking ‘CONTINUE’ within the DocuSign system.

By selecting the check-box next to ‘I agree to use electronic records and signatures’, you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify King County-Department of 02 as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by King County-Department of 02 during the course of your relationship with King County-Department of 02.