

# LEGISLATIVE AUDIT DIVISION

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## Analyzing the Human Resources Function at Fish, Wildlife & Parks (24P-01)

### Fish, Wildlife & Parks

**Audit Objectives** (*what the audit intends to accomplish or questions auditors will answer*):

Does Fish, Wildlife, & Parks (FWP) follow applicable state law, rule, and department policy when hiring, supervising, and disciplining staff?

**Audit Scope** (*the boundary of the audit & subject matter auditors will assess*):

Human Resource (HR) records related to hiring, supervising, and disciplining activity will be reviewed and compared to expectations outlined in law, rule, and policy. This examination will also provide information related to FWP's ongoing efforts to improve agency culture, including how FWP intends to use the results of that effort. The timeframe of the review will be fiscal years 2019 -2023. Audit work will include:

- A review of applicable HR laws, rules, and department policies.
- A review of recruitment plans and related materials of 60 randomly selected employees hired by FWP.
- A review of the performance evaluations of 50 randomly select FWP employees working at the department.
- A review of department records related to 25 FWP employees receiving formal disciplinary action.
- A review of recent FWP employee settlements.
- An assessment of FWP efforts to improve agency culture.
- Interviews with current and former FWP management.