

# *Legislative Performance Audit*

## *Committee*

**Committee Members:**  
*Senator DiAnna Schimek, Chair*  
*Senator Vickie McDonald, Vice Chair*  
*Senator Pat Engel*  
*Speaker Mike Flood*  
*Senator Lavon Heidemann*  
*Senator Don Preister*  
*Senator Arnie Stuthman*

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*Stephanie Meese, Legal Counsel*  
*Sandy Harman, Committee Clerk*

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## **Audit Plan**

### **Personal Services Contracts**

On or before **June 11, 2008**, the Performance Audit Section (Section) will submit a draft report of its audit findings and recommendations to the Legislative Performance Audit Committee (Committee) and both the Department of Administrative Services (DAS) and Department of Health and Human Services (DHHS).

#### **Audit Scope**

The audit will review DAS compliance with two sections of statute, Neb. Rev. Stat. §§ 73-301 to 73-307 and §§ 73-501 to 73-509. Contracting agencies also have responsibilities under these sections and in order to examine these provisions the Section will review contracts held by the Department of Health and Human Services. The audit will also examine contract compliance and oversight mechanisms.

In the audit scope statement, the Committee directed the Section to address the following questions in the audit report:

- (1) Is the Department of Administrative Services compliant with the relevant portions of Neb. Rev. Stat. §§ 73-301 to 73-307 and §§ 73-501 to 73-509?
- (2) Is the Department of Health and Human Services compliant with the relevant portions of Neb. Rev. Stat. §§ 73-301 to 73-307 and §§ 73-501 to 73-509 with, at a minimum, its contracts regarding transporting wards of the state and what mechanisms exist to ensure compliance with the terms of these contracts?

#### **Methodology**

The Section will use a standard qualitative research methodology. We will:

- review relevant state statutes, which include but are not limited to, Neb. Rev. Stat. §§ 73-301 to 73-307 and §§ 73-501 to 73-509, legislative histories, Attorney General Opinions, rules and regulations, and budget information;
- examine agency records, which include but are not limited to, technical reports, annual reports, plans, correspondence, and contracts and related materials; and
- conduct interviews with DAS and DHHS staff and others as necessary.

## **Audit Report Contents**

Under the Legislative Performance Audit Act (audit act), the Section must provide its written draft report to the agency. That report will consist of:

- background information concerning the program;
- discussion of audit work related to the scope statement questions; and
- Section findings and recommendations.

After receipt of the report, the agency will have 20 business days to review it and provide written comments to the Section. We expect to provide the draft report to the agency on or before **June 11, 2008**; however, should extenuating circumstances occur, the Committee may extend that date. The deadline for the agency response will be included in the correspondence accompanying the report when it is provided to the agency.

Following receipt of the agency's comments, the Committee will meet to consider the draft report and the comments. The Committee may elect to adopt recommendations at that time or to hold a public hearing on the audit before adopting recommendations. The Committee's final report will include the Section's report, the agency's comments, the Committee's recommendations, and other materials specified in the audit act.

*Audit Plan adopted by the Legislative Performance Audit Committee March 10, 2008.*