

IN CITY COUNCIL
FEB 18 1982

READ:
WHEREUPON IT IS ORDERED THAT
THE SAME BE RECEIVED.

Rose M. Mendonca CLERK

1st SEMI-ANNUAL REPORT

PROVIDENCE REVIEW COMMISSION

January 28, 1982

In compliance with Section 28-7 of Chapter 1981-10 No. 156, an ordinance to provide for the Providence Review Commission, the following semi-annual report is respectfully submitted.

Since the organization meeting of the Providence Review Commission held on April 9, 1981, the work program has been concentrated on the administrative organization of the city government and the status of the city's finances. Twenty-one meetings have been held, and currently regular monthly meetings are scheduled for the fourth Tuesday of each month. Specifically, four separate orders relating to the oversight of personnel and purchasing have been issued and implemented. In addition, the Commission has made recommendations regarding the requirement for fiscal notes and these have been incorporated in City Ordinance No. 706 approved December 11, 1981.

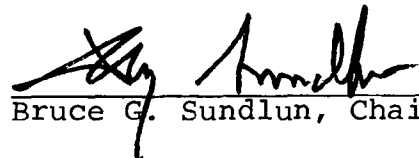
Sub-committees dealing with matters of finance, personnel and purchasing made several reports to the Commission which included recommendations designed to improve the city's administration. In the personnel area, considerable assistance was provided by Mr. Edward J. McKenna, a loan executive from Leeson Corporation in developing plans for employee separations. However, recommendations to employ full-time, permanent directors for the Personnel and Purchasing Departments have not been implemented.

PROVIDENCE REVIEW COMMISSION

A major task of the Commission has been the development of a comprehensive reporting system to monitor the status of the city's finances on a continuing basis. The system has improved to the extent that monthly operating figures are available by the fourth week of the following month. At the six-month point, expenditures are on budget, but revenues are about \$2 million behind. A number of personnel reductions have been made.

At each regular meeting of the Commission, a full review of the general fund revenues and expenditures for the current 1981-82 fiscal year with appropriate, comparative information for the prior 1980-81 fiscal period is made by the Finance Director based on these statements. Also at these meetings, the Internal Auditor reports on the status of personnel in terms of the number of individuals on various department payrolls, those newly employed and the number of employees whose services have been terminated. A similar report is also made by the Internal Auditor monthly on purchasing and any exceptions to required procedures.

While the Commission is pleased to note that steps are under way to improve the availability of timely and pertinent management data for the city's top administration, a high priority should be given to elimination of deficiencies in the overall accounting system and inadequacies in the data processing function.


Bruce G. Sundlun, Chairman

BRUCE G. SUNDLUN
CHAIRMAN



VINCENT A. CIANCI, JR.
MAYOR

PROVIDENCE REVIEW COMMISSION
CITY HALL, PROVIDENCE, RHODE ISLAND 02903
421-7740 EXT. 221

January 28, 1982

The Honorable Louis Stravato
Acting President Pro Tempore
c/o City Clerk
City Hall
Providence, RI 02903

My dear Sir:

The enclosed semi-annual report of the Providence Review Commission is respectfully transmitted at this time in accordance with the Code of Ordinances of the City of Providence.

Respectfully yours,

A handwritten signature in cursive script, appearing to read "B. Sundlun".

Bruce G. Sundlun
Chairman

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