

Karl Dean  
MAYOR



## METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

DEPARTMENT OF FINANCE  
OFFICE OF FINANCIAL ACCOUNTABILITY  
700 2<sup>nd</sup> Avenue South, STE 201  
NASHVILLE, TENNESSEE 37210

March 5, 2014

Paul Haynes - Director  
Nashville Career Advancement Center  
621 Mainstream Drive  
Nashville, TN 37228

Dear Mr. Haynes:

The Office of Financial Accountability has completed a review of a selected number of the FY13 Budget Key Measures Results as reported to the Office of Management and Budget for the year ended June 30, 2013. The purpose of the review was to verify the accuracy of your department's reported results.

As stated in the engagement letter, we randomly selected and tested program results that constitute a minimum of 10% of the department's total reported program budgets. We have completed our review of the supporting documentation and test of the computation of the reported result of the selected FY13 key measure. The result of the testing is attached for your review.

We appreciate the assistance provided by your agency during the course of the review. If you have any questions, please call me at 615-862-6712.

Sincerely,

*Kevin Brown*

Kevin Brown  
Finance Administrator

Encl

CC: Richard M. Riebeling, Director of Finance  
Talia Lomax-O'dneal, Deputy Director of Finance  
Brian Clark, Nashville Career Advancement Center  
Fred Adom, Director, Office of Financial Accountability, Department of Finance  
Brad Thompson, Office of Financial Accountability, Department of Finance  
Essie Robertson, Office of Financial Accountability, Department of Finance  
Ken Hartlage, Office of Management and Budget, Department of Finance  
Rebekah Stephens, Office of Management and Budget, Department of Finance  
James Gadsden, Office of Management and Budget, Department of Finance

## ATTACHMENT I

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Department: Nashville Career Advancement Center

Purpose: To verify the accuracy of the department's performance measures as reported to the Office of Management and Budget.

Scope: FY 2013

Methodology: The Office of Financial Accountability randomly selected a sample that consisted of a minimum of 10% of the department's reported budgeted program dollars.

Total Reported Budget: \$8,381,300

Program: Job Seeker Program

Total Tested Budget: \$8,381,300

Percent Tested: 100%

Performance Measure: Percentage of Middle Tennessee job seekers receiving skill enhancement products, who acquire a job and stay in the workforce for at least six months

Reported Data: **89.04%**

OFA Calculation: **89.04%**

Was selected reported performance measure verified? Yes