



Internal Audit

DATE: October 18, 2023

TO: Board of Trustees
Stephanie S. Elizalde, Ed.D., Superintendent

FROM: Robert Rubel, Chief Internal Audit Officer

SUBJECT: Human Capital Management - Temporary Labor Contract Compliance Review

The Dallas Independent School District (District) Office of Internal Audit (OIA) has completed the Human Capital Management (HCM) - Temporary Labor Contract Compliance Review.

HCM uses temporary labor contractors to provide services in various areas such as fingerprinting and benefits. This review focused on services provided by Bridgework Partners, LLC utilized by HCM in fiscal year 2023.

OIA reviewed contract and District requirements for compliance in the following areas:

- Pre-screening of temporary employees
- Criminal background checks and badging
- Invoice support
- Overtime monitoring

Overall, HCM has processes and controls in place to ensure compliance with contract and District requirements. No observations or recommendations were made during the review.

We would like to thank HCM for their cooperation and assistance with this review.

Respectfully submitted,

Robert Rubel

Robert Rubel, MBA, CPA, CIA, CISA
Chief Internal Audit Officer

Cc: Pamela Lear, Ed.D., Deputy Superintendent, Chief of Staff and Racial Equity
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