

April 1, 2014

Ms. Shell Culp, Interim Director  
Office of Systems Integration  
2525 Natomas Park Drive, Suite 200  
Sacramento, CA 95833

RE: Compliance Review Report

Dear Ms. Culp:

The State Personnel Board (Board or SPB) conducted a baseline compliance review of the Office of Systems Integration (OSI)'s examinations, appointments, EEO program, and personal services contracts during the period of May 1, 2011 through October 31, 2012. The primary objective of the review was to determine if OSI's personnel practices, policies, and procedures complied with state civil service laws and board regulations, and to recommend corrective action where deficiencies were identified.

OSI provided the documents that SPB requested. A cross-section of OSI's examinations, appointments, and personal services contracts were selected for review to ensure that samples of various examinations and appointment types, classifications, and levels were analyzed. The review of the EEO program included examining written policies and procedures, the EEO officer's role and duties, and the internal discrimination complaint process. The SPB also interviewed appropriate OSI staff.

The Policy & Compliance Review Division (PCRD) has found no deficiencies in the review of OSI's administration of examinations, appointments, personal services contracts, or EEO program. The PCRD will submit its findings to the Board and recommend adoption. The Board will issue a resolution either adopting these findings or issuing its own findings and order. In either event, you will be notified of the Board's action. The final Board action will be posted on the SPB's website.

We greatly appreciated the cooperation and assistance provided by OSI personnel. If you have questions, please contact me at (916) 651-0924.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Lori Gillihan', with a long horizontal flourish extending to the right.

Lori Gillihan, Chief  
Policy & Compliance Review Division  
State Personnel Board

**BOARD RESOLUTION ADOPTING THE COMPLIANCE REVIEW REPORT AND  
FINDINGS BY THE SPB COMPLIANCE REVIEW UNIT OF  
THE OFFICE OF SYSTEMS INTEGRATION**

**WHEREAS**, the State Personnel Board (SPB or Board) at its duly noticed meeting of April 1, 2014, carefully reviewed and considered the attached Compliance Review Report of the Office of Systems Integration submitted by SPB's Compliance Review Unit.

**WHEREAS**, the Report was prepared following a baseline review of the California State Auditor's personnel practices. It details the background, scope, and methodology of the review, and the findings and recommendations.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board hereby adopts the Report, including all findings and recommendations contained therein. A true copy of the Report shall be attached to this Board Resolution and the adoption of the Board Resolution shall be reflected in the record of the meeting and the Board's minutes.

**/s/ SUZANNE M. AMBROSE**

**SUZANNE M. AMBROSE**  
Executive Officer