

Kiana Activity Report

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General Information:

There was no contact with Kiana this quarter.

Observations and Recommendations:

Finances — Since Margaret has not been able to travel there because of the council and staff travel or absence, Margaret is still not aware of their financial condition.

Accounting Systems — It is assumed they are utilizing the VISTA volunteer to assist them in implementing Quick Books Pro.

Tax Problems — There are no known tax problems.

Personnel System — The city still needs to revise their personnel policies and receive training on the use of them. Turnover in staff continues to be high.

Organizational Management — This area is to be addressed when personnel policies are revised. No idea of when this will occur however.

Leadership/Governance — Margaret has not been able to discuss their needs. Still need to identify their training needs and revise their outdated workplan.

Operation of Utility — The new operators were hired and they attended their first OIT class but it is not known if they passed their exam.

Ranking

1 = Inadequate

4 = Adequate to meet minimum requirements

7 = Exceeds requirements

Category	1	4	7
Finances		X	
Accounting Systems		X	
Tax Problems			X
Personnel System	X		
Organizational Management	X		
Leadership/Governance	X		
Operation of Utility	X		

