

SALT LAKE COUNTY  
COUNTY-WIDE POLICY  
ON  
COUNTY AUDITOR HOTLINE

**Purpose –**

To establish standards and guidelines for receiving reports of suspected fraud, waste, and abuse of Salt Lake County resources submitted by members of the public and County employees to the Salt Lake County Auditor.

**References –**

Salt Lake Countywide Policy 1304 – Discovery and Reporting of Wrongdoing or Criminal Activity

Utah Protection of Public Employees Act, Utah Code Ann. § 67-21-1, et seq.

Utah Code Ann. § 17-19a-401, County Auditor Investigative Powers

**Policy –**

It is the policy of Salt Lake County to authorize and establish an Auditor Hotline for the purpose of receiving reports of suspected fraud, waste, and abuse of Salt Lake County resources or improper behavior of county officers or employees. The Auditor Hotline provides an avenue for citizens, including County employees and contractors, to report their concerns about potentially improper governmental activities to the Salt Lake County Auditor. The purpose of the Auditor Hotline is to help Salt Lake County government achieve the following objectives: identify opportunities for improvement in operations and compliance; foster good governance at all levels of county government; and empower residents to be actively engaged in ensuring government transparency and accountability.

**1.0 Auditor Hotline Established**

- 1.1 Members of the public, including County employees and contractors, may use the Auditor Hotline for the purpose of reporting suspected fraud, waste, and abuse of Salt Lake County government resources, including, but not limited to public funds, property, or human effort; violations of laws, rules, or regulations applicable to county government; mismanagement; abuses of authority; and unethical conduct.
- 1.2 The Auditor is authorized to establish an Auditor Hotline for the purpose of receiving reports described in section 1.1. The Auditor Hotline should provide

information about and the practical means and method by which members of the public may submit reports through telephone, email, and/or the County's website.

- 1.3 Members of the public that contact the Auditor Hotline are encouraged, but not required, to include their name, contact information, and supporting information as a part of their report for the purpose of allowing the Auditor to ask follow-up or clarifying questions, thoroughly investigate the complaint, and report the results back to the complainant.
- 1.4 The Auditor shall receive reports submitted through the Auditor Hotline. The Auditor shall screen reports received and prioritize a response based on the significance of the report and the internal resources available for a response. In prioritizing a response, the Auditor shall consider the following factors: whether the report concerns a topic subject to the Auditor's authority; whether the report alleges improper governmental activities as described in this policy; whether the complainant has taken steps to address or resolve the alleged improper activity, including raising the issue with the county entity involved; the timing and frequency of the alleged improper activity; the credibility of the report and the seriousness of its allegations; the complexity of the potential issues involved; whether the report should be more properly referred to or investigated by another entity; and whether the report can be efficiently and effectively investigated by the Auditor.
  - 1.4.1 If the report involves actions related to Salt Lake County government and falls within an area of the Auditor's statutory duties and authority, the Auditor may further investigate the report, including investigating a book or account of a county officer, county office, or other county entity.
  - 1.4.2 The Auditor shall handle reports of wrongdoing or criminal activity as required by law and policy, including Salt Lake County Policy 1304 – Discovery and Reporting of Wrongdoing or Criminal Activity. If the report involves credible allegations of potential criminal activity, the Auditor shall take steps to appropriately report the matter to local law enforcement.
  - 1.4.3 The Auditor shall not investigate reports that are merely based upon disagreements with the lawful management determinations or policy decisions of Salt Lake County government.
  - 1.4.4 The Auditor shall refer reports relating to subjects covered by Salt Lake County Human Resources Policies to the County's Human Resources Department, or to another appropriate entity designated by law or policy.
  - 1.4.5 The Auditor may refer reports that are not appropriately related to this policy or the Auditor's statutory duties to the relevant County office or department having appropriate subject matter jurisdiction or relevant

expertise concerning the matter. If a report pertains to an entity outside of Salt Lake County, the Auditor may refer the report to the appropriate entity.

- 1.4.6 Whenever practicable and allowed by law, the Auditor shall report on the outcome of its findings to the person making a report under this policy.

## 2.0 Applicability to County Employees

- 2.1 Nothing contained in this policy shall be construed to relieve a Salt Lake County employee of their obligation to report suspected wrongdoing or criminal activity in a manner consistent with Salt Lake Countywide Policy 1304 – Discovery and Reporting of Wrongdoing or Criminal Activity.
- 2.2 Protections for County employees who report wrongdoing are established by the Utah Protection of Public Employees Act, Utah Code Ann. § 67-21-1, et seq., and Salt Lake Countywide Policy 1304 – Discovery and Reporting of Wrongdoing or Criminal Activity, and not by this policy.

## 3.0 Vested Rights

A person filing a report under this policy has no vested right in its outcome, and this policy does not extend any legal claim for damages or any other claim for any equitable relief in any court or administrative venue.

## 4.0 Reporting

In addition to any audits generated through the Auditor Hotline, the Auditor shall prepare an annual report summarizing the resolution of reports received through the Auditor Hotline, and present that summary to the Salt Lake County Council and Mayor to better inform the County's budget and policymaking processes.

APPROVED and ADOPTED this 11<sup>th</sup> day of October, 2022.

Salt Lake County Council

By: Laurie Stringham  
Laurie Stringham, Chair

ATTEST:

Sherrie Swensen  
Sherrie Swensen  
Salt Lake County Clerk

