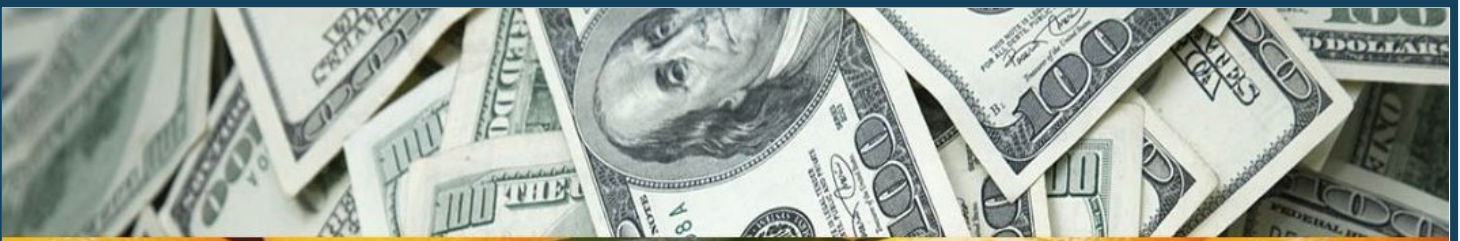




INTERNAL AUDIT DEPARTMENT



**First & Final Close-Out Follow-Up
Internal Control Audit:
County Executive Office
Special Revenue Fund 13Y**

As of May 31, 2024

**Audit No. 2018-F1
Report Date: June 11, 2024**

Recommendation Status

1

Implemented

0

In Process

0

Not Implemented

0

Closed

OC Board of Supervisors

CHAIRMAN DONALD P. WAGNER
3rd DISTRICT

VICE CHAIRMAN DOUG CHAFFEE
4th DISTRICT

SUPERVISOR ANDREW DO
1st DISTRICT

SUPERVISOR VICENTE SARMIENTO
2nd DISTRICT

SUPERVISOR KATRINA FOLEY
5th DISTRICT



INTERNAL AUDIT DEPARTMENT

Audit No. 2018-F1

June 11, 2024

To: Frank Kim
County Executive Officer

From: Aggie Alonso, CPA, CIA, CRMA
Internal Audit Department Director

Subject: First & Final Close-Out Follow-Up Internal Control Audit: County Executive Office
Special Revenue Fund 13Y

We have completed a follow-up audit of County Executive Office (CEO) Special Revenue Fund 13Y as of May 31, 2024, original Audit No. 2018, dated September 21, 2023. Details of our results immediately follow this letter. Additional information including background and our scope is included in Appendix A.

Our first follow-up audit concluded the CEO implemented the one recommendation from the original audit. Because the recommendation was implemented, this report represents the final close-out of the original audit.

We appreciate the assistance extended to us by CEO personnel during our follow-up audit. If you have any questions, please contact me at (714) 834-5442.

Attachments

Other recipients of this report:

- Members, Board of Supervisors
- Members, Audit Oversight Committee
- County Executive Office Distribution
- Robin Stieler, Clerk of the Board
- Foreperson, Grand Jury
- Eide Bailly, LLP, County External Auditor

INTERNAL AUDIT DEPARTMENT

RESULTS

FINDING NO. 1	Fund Documentation
CATEGORY	Control Finding
RECOMMENDATION	CEO management ensure that all fiduciary and special revenue funds are fully supported with complete written documentation in compliance with County policy.
CURRENT STATUS	<p>Implemented. CEO has updated the Chart of Account (COFA) documentation for the 15 funds identified in the original audit as not adequately supported. We validated that the COFA documentation was in the current required format. In addition, the CEO has taken the initiative to ensure countywide compliance and indicated they are currently working with other County departments to update COFA information for any other funds missing the needed components.</p> <p>Based on the actions taken by the CEO, we consider this recommendation implemented.</p>

AUDIT TEAM	Gianne Morgan, CIA, CISA Tina Dinh Thuy Luu	Senior Audit Manager Senior Auditor Staff Specialist
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INTERNAL AUDIT DEPARTMENT

APPENDIX A: ADDITIONAL INFORMATION

SCOPE	Our follow-up audit was limited to reviewing actions taken by CEO as of May 31, 2024 to implement the one recommendation from our original Audit No. 2018, dated September 21, 2023.
BACKGROUND	The original audit evaluated operational effectiveness of internal control over Special Revenue Fund 13Y. The original audit identified one Control Finding.



INTERNAL AUDIT DEPARTMENT

APPENDIX B: FOLLOW-UP AUDIT IMPLEMENTATION STATUS

Implemented	In Process	Not Implemented	Closed
The department has implemented our recommendation in all respects as verified by the follow-up audit. No further follow-up is required.	The department is in the process of implementing our recommendation. Additional follow-up may be required.	The department has taken no action to implement our recommendation. Additional follow-up may be required.	Circumstances have changed surrounding our original finding/ recommendation that: (1) make it no longer applicable or (2) the department has implemented and will only implement a portion of our recommendation. No further follow-up is required.

