



INTERNAL AUDIT DEPARTMENT



Youth Guidance Center - Santa Ana, CA
Image courtesy of the Probation Department

Probation Department Senate Bill 190 Juvenile Fee Review

REVISED

For the Four Months Ended April 30, 2018

Audit No. 1841
Report Date: April 16, 2020

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INTERNAL AUDIT DEPARTMENT

Probation Department Senate Bill 190 Juvenile Fee Review

REVISED

April 16, 2020

HIGHLIGHTS

SCOPE OF WORK

At the Probation Department's request, we reviewed all juvenile fees impacted by Senate Bill (SB) 190 for the four months ended April 30, 2018, to evaluate whether the juvenile fees were appropriately charged. Specifically, we determined:

1. If the service date recorded in the Probation accounting system was accurate for SB 190 impacted juvenile fees.
2. If SB 190 impacted juvenile fees were properly assessed with respect to service date.
3. If the interfaces that input SB 190 impacted juvenile fees into the Probation accounting system were terminated.
4. If the suspense account for SB 190 impacted juvenile fees was cleared.

The State of California has reduced many of the fees and costs minors and their families pay in the California juvenile justice system. The changes resulted from passage of SB 190, which became effective on January 1, 2018. Juveniles under age 21 and their parents/guardians are no longer liable for:

- The legal cost of a court-appointed lawyer to represent the minor
- Administrative and application fees for any institution programs
- Costs of substance abuse treatment and/or testing

RESULTS

For the four procedures performed, we noted that Probation took appropriate actions. Specifically, we concluded:

1. The correct service date was recorded for all SB 190 impacted juvenile fees entered into the Probation accounting system after the SB 190 effective date for the period reviewed.
2. The date of service occurred prior to the SB 190 effective date and was therefore properly assessed.
3. Interfaces that input SB 190 impacted juvenile fees into the Probation accounting system have been appropriately terminated as of the SB 190 effective date.
4. The suspense account for SB 190 impacted juvenile fees appropriately showed a zero balance.

Report suspected fraud, or misuse of County resources by vendors, contractors, or County employees to 714.834.3608



INTERNAL AUDIT DEPARTMENT

Audit No. 1841

April 16, 2020

To: Steven J. Sentman
Chief Probation Officer

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

Subject: Probation Department Senate Bill 190 Juvenile Fee Review

REVISED

At your department's request, we have completed a review of certain juvenile fees assessed by the Probation Department that were impacted by Senate Bill 190 for the four months ended April 30, 2018. Details of our results immediately follow this letter. Additional information including background and our objectives, scope, and methodology are included in Appendix A.

We will include the results of this review in a future status report submitted quarterly to the Audit Oversight Committee and the Board of Supervisors. In addition, we will request your department complete a Customer Survey of Audit Services, which you will receive shortly after the distribution of our final report.

This report has been revised from a report we originally issued on March 12, 2020. Subsequent to the issuance of our March 12th report, your staff notified us that the background information provided and included in Appendix A of our report was inaccurate. To ensure our report is accurate, we are re-issuing this report with a revised Appendix A to accurately reflect the appropriate background information.

We appreciate the courtesy extended to us by Probation Department personnel during our review. If you have any questions regarding our review, please contact me at 714.834.5442 or Assistant Director Scott Suzuki at 714.834.5509.

Attachments

Other recipients of this report:

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

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RESULTS

PROCEDURE NO. 1	We identified all applicable juvenile fees assessed during the review period and obtained supporting documentation for each juvenile fee to determine if the service date recorded in the Probation accounting system was accurate.	
RESULT	The correct service date was recorded into the Probation accounting system for all fees reviewed.	
PROCEDURE NO. 2	We reviewed each juvenile fee to determine if it was properly assessed with respect to service date, i.e., service date was on/before December 31, 2017.	
RESULT	The date of service occurred prior to the SB 190 effective date and was therefore properly assessed for all fees reviewed.	
PROCEDURE NO. 3	We gained an understanding of the interface process used to input SB 190 impacted juvenile fees into the Probation accounting system and to determine if the interfaces were still operational.	
RESULT	Interfaces that input SB 190 impacted juvenile fees into the Probation accounting system have been appropriately terminated since the SB 190 effective date.	
PROCEDURE NO. 4	We reviewed the juvenile fee suspense account to determine if the account had been cleared.	
RESULT	The suspense account used to account for SB 190 impacted juvenile fees appropriately showed a zero balance as of August 22, 2019.	
AUDIT TEAM	Scott Suzuki, CPA, CIA, CISA, CFE Jimmy Nguyen, CISA, CFE, CEH Scott Kim, CPA, CISA, CFE	Assistant Director IT Audit Manager II IT Audit Manager I



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APPENDIX A: ADDITIONAL INFORMATION

OBJECTIVES	<p>At the request of the Probation Department, we determined:</p> <ol style="list-style-type: none">1. If the service date recorded in the Probation accounting system was accurate for SB 190 impacted juvenile fees.2. If SB 190 impacted juvenile fees were properly assessed with respect to service date.3. If the interfaces that input SB 190 impacted juvenile fees into the Probation accounting system were terminated.4. If the suspense account for SB 190 impacted juvenile fees was cleared.
SCOPE & METHODOLOGY	<p>Our scope was limited to reviewing certain juvenile fee charges (Public Defender fees, Alternate Defender court fees, Probation Care & Support fees, Probation administrative fees, and contractor drug test fees) impacted by SB 190 and assessed by the Probation Department during the four months ended April 30, 2018. Our methodology included inquiry, observation, examination of relevant documentation, and testing of transactions.</p>
EXCLUSIONS	<p>Our scope did not include any controls or processes that process juvenile fee charges. Additionally, we did not review IT general controls nor application controls over Probation's information systems used to process juvenile fees.</p>
PRIOR AUDIT COVERAGE	<p>We issued an audit of internal controls over the collections process including restitution and non-restitution fees and charges impacted by SB 190, Audit of Probation Department Juvenile Books and Accounts For the Two Fiscal Years Ended June 30, 2017, Audit No. 1724, on February 6, 2018.</p>



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BACKGROUND (REVISED)	<p>Probation serves the community using efficient and research-supported corrections practices to: reduce crime, assist the courts in managing offenders, promote lawful and productive lifestyles, and assist victims.</p> <p>Probation officers supervise about 14,000 adult and juvenile offenders on court-ordered supervision or in diversion programs. Probation also provides for court-ordered detention of youthful offenders at Juvenile Hall and two camp/ranch facilities.</p> <p>The State of California has reduced many of the fees and costs minors and their families pay in the California juvenile justice system. The changes resulted from passage of SB 190, which became effective on January 1, 2018. Of the various fees eliminated by the bill, Probation was only collecting some of these fees as listed below. Juveniles under age 21 and their parents/guardians are no longer liable for:</p> <ul style="list-style-type: none">• Fees for legal representation of minor and their parents/guardians• Support and Care fees for youthful offenders while detained in a juvenile facility• Costs of substance abuse testing• Costs of Probation Supervision• Costs of Home Detention Programs/Electronic Monitoring
PURPOSE & AUTHORITY	<p>We performed this review in accordance with the Annual Risk Assessment & Audit Plan for FY 2019-20 approved by the Audit Oversight Committee and Board of Supervisors.</p>
PROFESSIONAL STANDARDS	<p>Our review was conducted in conformance with the International Standards for the Professional Practice of Internal Auditing issued by the International Internal Audit Standards Board.</p>
FOLLOW-UP PROCESS	<p>This review does not contain any recommendations; therefore, a follow-up review will not be performed.</p>

