



**INTERNAL AUDIT DEPARTMENT**  
**COUNTY OF ORANGE**

Recipient of the Institute of Internal Auditors  
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**COUNTY OF ORANGE**  
**DISTRICT ATTORNEY'S OFFICE**  
**AUDIT OF AUTOMOBILE INSURANCE**  
**FRAUD PROGRAM**

**FOR THE FISCAL YEAR ENDING**  
**JUNE 30, 2006**

**AUDIT NUMBER: 2613**

**REPORT DATE: NOVEMBER 29, 2006**

<b>Audit Director:</b>	<b>Peter Hughes, Ph.D., CPA</b>
<b>Deputy Director:</b>	<b>Eli Littner, CPA, CIA</b>
<b>Audit Manager:</b>	<b>Alan Marcum, MBA, CPA, CIA</b>
<b>Senior Auditor:</b>	<b>Winnie Keung, CPA</b>

**County of Orange  
District Attorney's Office  
Audit of Automobile Insurance  
Fraud Program**

**For the Fiscal Year Ending  
June 30, 2006**

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AUTUMN MCKINNEY  
CPA, CIA, CGFM  
AUDIT MANAGER

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**Transmittal Letter**

Audit No. 2613

November 29, 2006

TO: Tony Rackauckas, District Attorney

FROM: Peter Hughes, Ph.D., CPA, Director  
Internal Audit Department

SUBJECT: Report on Audit of the Automobile Insurance Fraud Program  
As of June 30, 2006

Attached are three copies of our report on Audit of the District Attorney's Automobile Insurance Fraud Program for the year ended June 30, 2006. Please forward one copy to the State of California Department of Insurance as required by the grant documents.

As the Director of Internal Audit Department, I now submit a monthly audit status report to the Board of Supervisors (BOS) where I detail any material and significant audit findings released in reports during the prior month, the implementation status of audit recommendations as disclosed by our Follow-Up Audits, any pressing audit or resource issues; as well as, respond to inquiries from the BOS. Therefore, the results of this audit will be included in a future status report to the BOS.

Additionally, we will request your department to complete a Customer Survey of Audit Services. You will receive the survey shortly after the distribution of our final audit report.

Attachments

Other recipients of this report:

Members, Board of Supervisors

Members, Audit Oversight Committee

Thomas G. Mauk, County Executive Officer

Lisa Bohan-Johnston, Director, District Attorney Administrative Services

Foreperson, Grand Jury

Darlene J. Bloom, Clerk of the Board of Supervisors



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**INDEPENDENT AUDITOR'S REPORT**

Audit No. 2613

November 21, 2006

Ms. Vicki Griner, Manager  
California Department of Insurance  
Fraud Division/Local Assistance Programs  
9342 Tech Center Drive, Suite 100  
Sacramento, CA 95826

We have audited the accompanying Statement of Revenues and Expenditures - Budget and Actual, of the County of Orange District Attorney's Office (District Attorney) Automobile Insurance Fraud Program for the year ended June 30, 2006. This financial statement is the responsibility of the District Attorney's management. Our responsibility is to express an opinion on this financial statement based on our audit.

We conducted our audit in accordance with generally accepted auditing standards of the United States of America and Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statement is free of material misstatements. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statement. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

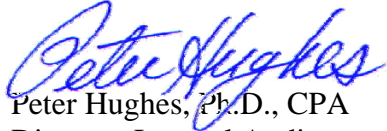
On this date, and in accordance with Government Auditing Standards, issued by the Comptroller General of the United States, we have also issued a report on our consideration of internal control structure related matters and compliance with laws and regulations based on an audit of a financial statement of the Automobile Insurance Fraud Program. The internal control and compliance reports are an integral part of this audit and should be considered with the results of our report on the financial statement.

In our opinion, the financial statement referred to above presents fairly, in all material respects, the revenues and expenditures of the District Attorney's Automobile Insurance Fraud Program for the year ended June 30, 2006, in conformity with generally accepted accounting principles of the United States of America.

This report is intended solely for the information and use of the County of Orange District Attorney's Office and for filing with the State of California Department of Insurance and should

not be used for any other purpose. However, this report is a matter of public record and its distribution is not limited.

Respectfully Submitted,



Peter Hughes, Ph.D., CPA  
Director, Internal Audit

Distribution Pursuant to Audit Oversight Committee Procedure No. 1:

Members, Board of Supervisors

Members, Audit Oversight Committee

Thomas G. Mauk, County Executive Officer

Lisa Bohan-Johnston, Director, District Attorney Administrative Services

Foreperson, Grand Jury

Darlene J. Bloom, Clerk of the Board of Supervisors

**COUNTY OF ORANGE**

**DISTRICT ATTORNEY'S OFFICE**

**AUTOMOBILE INSURANCE FRAUD PROGRAM**

**STATEMENT OF REVENUES AND EXPENDITURES – BUDGET AND ACTUAL**

**FOR THE YEAR ENDED JUNE 30, 2006**

<u>Revenues:</u>	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
California Department of Insurance Grant Receipts (Notes 4 & 5)	<u>\$ 2,011,171</u>	<u>\$ 2,011,171</u>	<u>\$ ---</u>
<u>Expenditures:</u>			
Salaries and Benefits (Note 3.A)	1,732,068	1,250,032	482,036
Operating Expenditures (Note 3.B)	276,043	212,097	63,946
Equipment (Note 3.C)	<u>3,060</u>	<u>3,060</u>	<u>---</u>
Total Expenditures	<u>\$ 2,011,171</u>	<u>\$ 1,465,189</u>	<u>\$ 545,982</u>
Excess (Deficiency) of Revenues Over Expenditures (Note 5)	<u>\$ --</u>	<u>\$ 545,982</u>	<u>\$ 545,982</u>

See Independent Auditors' Report and Notes to the Financial Statement



**COUNTY OF ORANGE**

**DISTRICT ATTORNEY'S OFFICE**

**AUTOMOBILE INSURANCE FRAUD PROGRAM**

**NOTES TO FINANCIAL STATEMENT**

**FOR THE YEAR ENDED JUNE 30, 2006**

**NOTE 1 – BACKGROUND**

The District Attorney's Automobile Insurance Fraud Unit (Unit) utilizes various forms of investigative techniques and scientific aids in order to detect, investigate, and bring to justice perpetrators of automobile insurance fraud in Orange County. The District Attorney applied for and was awarded funding for the Automobile Insurance Fraud Program (Program) by the California Department of Insurance (CDI) for the period July 1, 2005 through June 30, 2006. The Program funds provide for enhanced investigation and prosecution of fraudulent automobile insurance claims. The funds are available to local district attorneys under provisions of Section 1872.8 of the California Insurance Code.

**NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The District Attorney presents its revenues and expenditures on an accrual basis. Revenues are recognized when earned and expenditures are recognized when incurred.

**NOTE 3 – EXPENDITURES**

Expenditures were made for the purposes of the program as specified in Section 1872.8 of the Insurance Code, the Regulations, the guidelines in the Request for Application, and the County of Orange Plan.

A. Salaries and Benefits

Expenditures charged to the Program are limited to personnel funded by the grant. These expenditures include salaries and benefits of attorneys, investigators and support personnel (administrative, investigative, and clerical) directly involved with the Program. County of Orange policies and procedures were used to verify the appropriateness of personnel costs. Personnel time charged to the Program was appropriately certified by Program personnel.

B. Operating Expenditures

Operating expenditures include transportation supplement/allowance, travel/transportation, audit cost, building leases to house program staff and for undercover operations, office supplies, communications expense, undercover operations and indirect cost. A flat indirect cost rate of ten (10) percent of direct salaries was used for the year ended June 30, 2006. Indirect costs were calculated by applying the indirect cost rate to direct salaries.



C. Equipment

Equipment is defined as nonexpendable tangible personal property having a useful life of more than one year and an acquisition cost of \$1,000 or more per unit (including tax, installation, and freight). The purchase of automobiles is not allowable, except when specifically requested and justified to the Commissioner. If justified, county procurement policies must be followed.

During the audit period, CDI has approved the Unit to purchase two vehicles, amount totaling \$3,060, for undercover sting operations.

**NOTE 4 – FUNDING AMOUNTS**

The District Attorney was awarded \$1,173,712 and received a total of \$1,173,712 for the year ended June 30, 2006. The award was received in three payments: March 15, 2006 in the amount of \$285,825, July 31, 2006 in the amount of \$845,890 and September 21, 2006 in the amount of \$41,997.

To implement GASB 33, the District Attorney did not include any revenue received more than 60 days following the end of the fiscal year. The last payment of \$41,997 was received more than 60 days following the end of the fiscal period. Therefore, the District Attorney did not include \$41,997 as current revenue on their books. However, for reporting purposes, using the accrual method, we accrued the balance of \$41,997 as current revenue on the Statement of Revenues and Expenditures – Budget and Actual. If we had reported using GASB 33, the revenue balance would have been \$1,969,174. (Current year receipts plus prior year carry over amount.)

**NOTE 5 – CARRY-OVER FUNDS**

Total budget and actual Revenue listed on the Statement of Revenues and Expenditures – Budget and Actual include prior year carry-over funds of \$837,459. Therefore, total budgeted and actual revenues for the auditing period are \$2,011,171 (\$1,173,712 grant award plus \$837,459 prior year carry-over funds).

Carry over funds as of June 30, 2006:

Current Year Carry-Over	\$ 545,982
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The District Attorney will submit a budget to the California Department of Insurance for the above carry-over amount of \$545,982 to FY 2006-2007 by December 31, 2006.





**OTHER REPORTS**





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**INDEPENDENT AUDITOR'S REPORT ON THE  
INTERNAL CONTROL STRUCTURE RELATED MATTERS NOTED IN A  
FINANCIAL STATEMENT AUDIT CONDUCTED IN ACCORDANCE  
WITH GOVERNMENT AUDITING STANDARDS**

November 21, 2006

Ms. Vicki Griner, Manager  
California Department of Insurance  
Fraud Division/Local Assistance Programs  
9342 Tech Center Drive, Suite 100  
Sacramento, CA 95826

We have audited the Statement of Revenues and Expenditures - Budget and Actual, of the County of Orange District Attorney's Office (District Attorney) Automobile Insurance Fraud Program, for the year ended June 30, 2006, and have issued our report thereon dated November 21, 2006.

We conducted our audit in accordance with generally accepted auditing standards of the United States of America and Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statement is free of material misstatements.

In planning and performing our audit of the Statement of Revenues and Expenditures - Budget and Actual, of the County of Orange District Attorney's Office Automobile Insurance Fraud Program, for the year ended June 30, 2006, we considered the internal control structure in order to determine our auditing procedures for the purpose of expressing our opinion on the above financial statement and not to provide assurance on the internal control structure.

The management of the District Attorney is responsible for establishing and maintaining the internal control structure. In fulfilling this responsibility, estimates and judgments by management are required to assess the expected benefits and related costs of internal control structure policies and procedures. The objectives of an internal control structure are to provide management with reasonable, but not absolute assurance that assets are safeguarded against loss from unauthorized use or disposition, and that transactions are executed in accordance with management's authorization and recorded properly to permit preparation of the financial statement in accordance with generally accepted accounting principles of the United States of America. Because of inherent limitations in any internal control structure, errors or irregularities



may nevertheless occur and not be detected. Also, projection of any evaluation of the structure to future periods is subject to the risk that procedures may become inadequate because of changes in conditions or that the effectiveness of the design and operation of policies and procedures may deteriorate.

For the purposes of this report, we have classified the significant internal control structure policies and procedures in the following categories:

- Payroll
- Operating Expenditures
- Revenues/Receipts
- Administrative Controls

For all internal control categories listed above, we obtained an understanding of relevant policies and procedures and whether they have been placed in operation, and we assessed control risk.

Our consideration of the internal control structure would not necessarily disclose all matters in the internal control structure that might be material weaknesses under standards established by the American Institute of Certified Public Accountants.

A material weakness is a condition in which the design or operation of one or more of the internal control structure elements does not reduce to a relatively low level the risk that errors or irregularities in amounts that would be material in relation to the financial statement being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control structure that we consider to be material weaknesses as defined above.

This report was discussed with staff of the District Attorney on November 21, 2006, and is intended for the information of the management of the District Attorney and California Department of Insurance. This restriction is not intended to limit the distribution of this report, which is a matter of public record.

Sincerely,



Peter Hughes, Ph.D., CPA  
Director, Internal Audit



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**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE  
WITH LAWS AND REGULATIONS BASED ON AN AUDIT OF A FINANCIAL  
STATEMENT PERFORMED IN ACCORDANCE WITH GOVERNMENT  
AUDITING STANDARDS**

November 21, 2006

Ms. Vicki Griner, Manager  
California Department of Insurance  
Fraud Division/Local Assistance Programs  
9342 Tech Center Drive, Suite 100  
Sacramento, CA 95826

We have audited the Statement of Revenues and Expenditures - Budget and Actual, of the County of Orange District Attorney's Office (District Attorney) Automobile Insurance Fraud Program, for the year ended June 30, 2006, and have issued our report thereon dated November 21, 2006.

We conducted our audit in accordance with generally accepted auditing standards of the United States of America and Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statement is free of material misstatements.

Compliance with laws, regulations, contracts, and grants applicable to the Automobile Insurance Fraud Program is the responsibility of the District Attorney's management. As part of obtaining reasonable assurance about whether the financial statement is free of material misstatement, we performed tests of the District Attorney's compliance with certain provisions of the laws, regulations, contracts, and grants. However, our objective was not to provide an opinion on overall compliance with such provisions.

The results of our tests indicate that, with respect to the items tested, the District Attorney complied, in all material respects, with the provisions referred to in the preceding paragraph. With respect to the items not tested, nothing came to our attention that caused us to believe that the District Attorney had not complied, in all material respects, with those provisions.

This report was discussed with staff of the District Attorney on November 21, 2006, and is intended for the information of the management of the District Attorney and California Department of Insurance. This restriction is not intended to limit the distribution of this report, which is a matter of public record.

Sincerely,



Peter Hughes, Ph.D., CPA  
Director, Internal Audit