

OC Board of Supervisors' Internal Audit Department

O R A N G E C O U N T Y



AUDIT HIGHLIGHT

March 19, 2008

INTERNAL AUDITOR'S REPORT TO THE BOARD OF SUPERVISORS

**AUDIT OF SHERIFF-CORONER EXPENDITURES:
SHERIFF ADMINISTRATION REVOLVING FUND EXPENDITURES
AND TRAVEL EXPENDITURES REIMBURSED THROUGH PAYROLL, Audit No. 2766-1
An Audit Oversight Committee Directed Audit**

WHAT WE FOUND?

We tested 100% of Sheriff Administration's Travel Cash Advances and Petty Cash transactions for the fiscal year ending June 30, 2007, and found all the expenditures and claims contained proper authorization, appropriate supporting documentation, and were allowable expenditures per County policy.

We noted three (3) audit findings and recommendations involving the Sheriff-Coroner Department and Auditor-Controller Claims & Disbursing regarding compliance with County accounting and travel policies and procedures. Sheriff Administration and Auditor-Controller Claims & Disbursing concurred with all three recommendations.

WHY WE DID THIS AUDIT?

On November 7, 2007, the County of Orange Audit Oversight Committee (AOC) directed the Internal Audit Department to conduct an audit of expenditures incurred by the Sheriff Administration. This directive was in response to a recent federal indictment concerning allegations of public corruption charges against the elected Sheriff-Coroner. The AOC expressed a desire to check the integrity of key accounts, funds and expenditures under the direction of Sheriff Administration.

WHY IS THIS AUDIT IMPORTANT?

This audit is important because the elected Sheriff-Coroner oversees a department comprised of approximately 4,000 sworn and professional staff members and has an annual budget exceeding \$440 million. Sheriff Administration oversees the operation of the entire department, and includes the elected Sheriff-Coroner, an Undersheriff, Assistant Sheriffs and administrative support staff. The primary objective of our audit was to determine compliance with requirements of County accounting and travel policy and procedures.

BACKGROUND & INFORMATION (SEE COMPLETE AUDIT REPORT FOR DETAIL)

During Fiscal Year 2006-07, Sheriff Administration incurred expenditures comprised of \$59,025 in revolving fund/travel cash advances; \$59,445 in revolving fund/petty cash expenditures; \$1,849 in travel expenditures reimbursed through payroll. We also audited four travel claims from August and September 2007 totaling \$3,655. Total expenditures audited were \$123,974.

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