

The Office of County Internal Audit

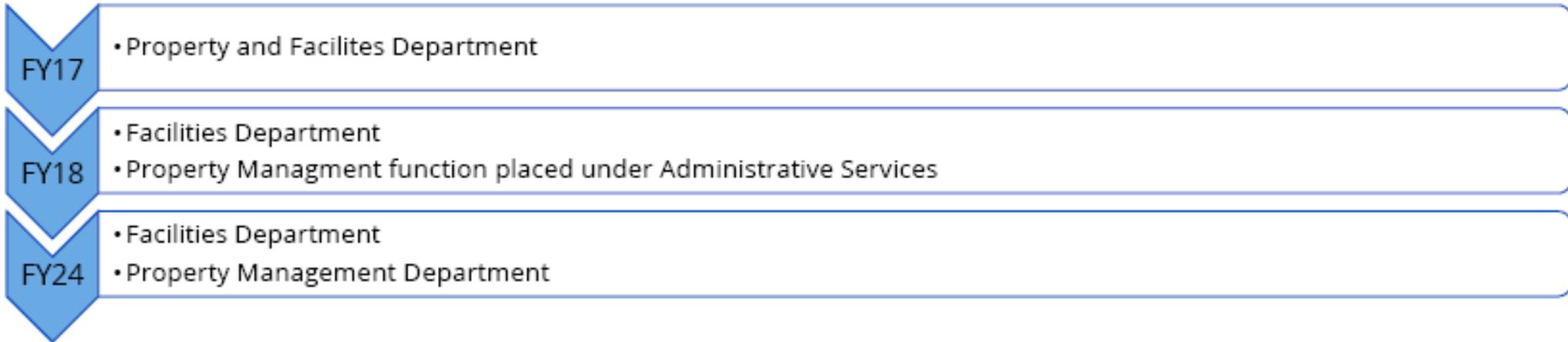
Facilities and Property Management Departments- Cash Handling

#23/24-2



AUDIT COMMITTEE | DECEMBER 8, 2023

Departments Background



Facilities Recommendation

The Facilities Department should complete documentation of their accounting policies and procedures to address identified concerns.

- NOTE: Facilities Department has completed the documentation of all identified accounting policies and procedures.

Process
Improvement

Governance



Property Management Recommendations

The Property Management Department should revise its written accounting policies and procedures for monies collected.

The Property Management Department should document the process and criteria for charging filing and recording fees.

Transparency
Accountability

Governance



Human Resources Recommendation

The Human Resources Department should align Section 8.020 with State conflict-of-interest laws and establish a standardized disclosure procedure.

Ethics



Questions?



Thank you

