

BOARD MATTER
Supervisor Storck
June 23rd, 2020

BACKGROUND: Chairman McKay, the Board of Supervisors has received the Auditor of the Board's Quarterly Reports for June 2020 & March 2020. The reports included the following study areas, recommendations, and managements' concurrences.

June 2020 Quarterly Report:

- **FCPD Parking Citation Operations Study - Auditor recommends:**
 - Staff:
 - Review aged citations not sent to NCC & enhance the reconciliation process,
 - Create system checks requirements to reduce duplicate payments,
 - Implement a reconciliation process for handwritten tickets mailed to vendor,
 - Standardize & pre-populate parking citation dismissal reasons.
- **DPWES General Fund Offsets Study - Auditor recommends:**
 - Staff:
 - Review the unspent balances for opportunities for adjustments to the General Fund offset.

March 2020 Quarterly Report:

- **Risk Management Division Operations Study - Auditor recommends:**
 - Staff:
 - Enhance claims review and follow-up process through system automation,
 - Implement a proactive validation of employee eligibility status,
 - Develop a review process over CorVel workers' compensation disbursements,
 - Realign the interagency reimbursement process whereby RMD pays DVS directly for auto claim repairs,
 - Interim review of agency claims submissions & develop and distribute guidance to County agencies.
- **Stormwater Management Program Study - Auditor recommends:**
 - Staff:
 - Review the unspent balances for opportunities for adjustments to the General Fund offset,
 - Incorporate the needed work order tracking data and develop closeout standards,
 - Review STW work orders to identify systematic gaps for remedies,
 - Develop & implement a standardized procedure for recording inventory picks.

❖ *Management agreed with all of the recommendations.*

MOTION: *Chairman McKay, I move that the Board of Supervisors adopt the Auditor of the Board's June 2020 & March 2020 Quarterly Reports and approve the attached Audit Committee Work Plans for the prior and upcoming quarters.*