



STATE BOARD OF ACCOUNTANTS
EST. 1909

Common Findings

2022 FALL AUDITORS CONFERENCE



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- ✓ Discussion Only
- ✓ Non-Compliance Management Letter
- ✓ Audit Result and Comments
- ✓ Section II
- ✓ Section III

Findings

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Capital Assets

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Capital Assets

- ✓ No physical Inventory taken
- ✓ Records not being updated
- ✓ Using Replacement cost instead of Historical value
- ✓ Internal Controls not is place to detect errors

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MVH Restricted

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MVH Restricted

- ✓ Failed to Report 1176 and 1173 separately on AFR
- ✓ Expenses for maintenance out of 1173
- ✓ Payroll expenses out of 1173 – no support
- ✓ Purchasing Equipment 100% from 1173 when used for other things than CRP

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Compensation & Benefits

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Compensation & Benefits

- ✓ Policy for paid time off not be followed
- ✓ Time Records not being maintained for all employees
- ✓ Salary ordinance not being followed for payment

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Compensation & Benefits

- ✓ Overtime improperly calculated
- ✓ Salaries paid from grant funds not on salary ordinance
- ✓ Internal controls

Credit Cards

Credit Cards

- ✓ No Policy
- ✓ No Supporting Documentation
- ✓ Penalties and Interest being paid
- ✓ Lack of Internal Controls

Financial Transactions & Reporting

Financial Transactions & Reporting

- ✓ Leaving off outside offices & Investments
- ✓ Backdating adjustments
- ✓ No controls in place using 3rd parties

Financial Transactions & Reporting

- ✓ Transactions not posted properly
- ✓ Internal controls – Either lack of segregation of duties or not effectively implemented

Annual Financial Report

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Annual Financial Report

- ✓ Timely Submission
- ✓ Beginning Balance doesn't agree to Prior Ending
- ✓ Fund Balances Overdrawn
- ✓ Internal Controls – Either lack of segregation of duties or not effectively implemented

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Reconciling

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Reconciling

- ✓ Reconciling the Auditors Form 61 to the Treasurers Form 61

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Contracts

Contracts

- ✓ Paying for services rendered without a written contract

Gateway

Gateway

- ✓ Monthly and Annual Uploads not being uploaded

Appropriations

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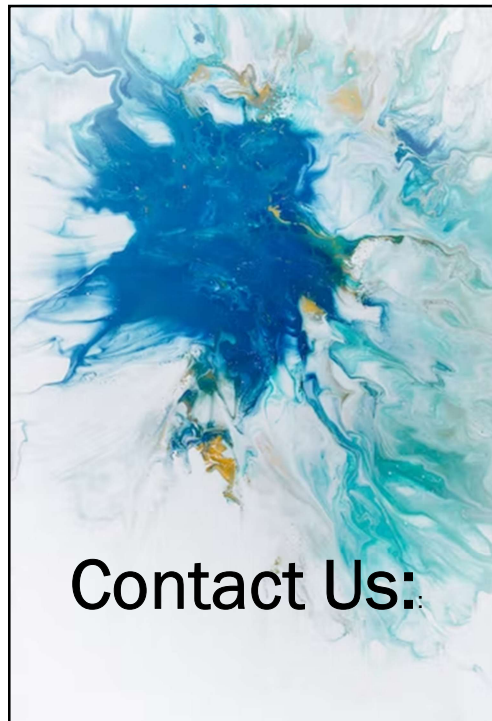
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Appropriations

✓ Expenditures exceeding appropriations

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