

**STATE BOARD OF ACCOUNTS**  
**302 West Washington Street**  
**Room E418**  
**INDIANAPOLIS, INDIANA 46204-2769**

AUDIT REPORT  
OF  
COUNTY COMMUNITY CORRECTIONS  
HANCOCK COUNTY, INDIANA  
January 1, 2009 to December 31, 2009



**FILED**  
09/15/2010



TABLE OF CONTENTS

<u>Description</u>	<u>Page</u>
County Officials .....	2
Transmittal Letter .....	3
Audit Result and Comment: Internal Controls Over Collections.....	4
Exit Conference.....	5
Official Response .....	6

COUNTY OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
Executive Director	Pat A. Powers	01-01-09 to 12-31-10
Community Corrections Advisory Board Chairperson	Lynn O'Neal	01-01-09 to 12-31-10
President of the Board of County Commissioners	Derek Towle	01-01-09 to 12-31-10
President of the County Council	William Bolander	01-01-08 to 12-31-10



**STATE OF INDIANA**  
AN EQUAL OPPORTUNITY EMPLOYER

STATE BOARD OF ACCOUNTS  
302 WEST WASHINGTON STREET  
ROOM E418  
INDIANAPOLIS, INDIANA 46204-2769

Telephone: (317) 232-2513  
Fax: (317) 232-4711  
Web Site: [www.in.gov/sboa](http://www.in.gov/sboa)

TO: THE OFFICIALS OF HANCOCK COUNTY

We have audited the records of the County Community Corrections for the period from January 1, 2009 to December 31, 2009, and certify that the records and accountability for cash and other assets are satisfactory to the best of our knowledge and belief, except as stated in the Audit Results and Comments. The financial transactions of this office are reflected in the Annual Report of Hancock County for the year 2009.

STATE BOARD OF ACCOUNTS

July 19, 2010

COUNTY COMMUNITY CORRECTIONS  
HANCOCK COUNTY  
AUDIT RESULT AND COMMENT

INTERNAL CONTROLS OVER COLLECTIONS

Controls for fees received by the Community Corrections department are insufficient. Community Corrections did not submit the fees collected to the Auditor's office in a timely manner. In 2009, deposits of fees averaged 150 days after the end of the month in which they were collected. A total of \$335,465 was thirty days or more outstanding as of December 31, 2009.

Officials and employees are required to use State Board of Accounts prescribed or approved forms in the manner prescribed. (Accounting and Uniform Compliance Guidelines Manual for Counties)

Controls over the receipting, disbursing, recording, and accounting for the financial activities are necessary to avoid substantial risk of invalid transactions, inaccurate records and financial statements and incorrect decision making. (Accounting and Uniform Compliance Guidelines Manual for Counties, Chapter 1)

COUNTY COMMUNITY CORRECTIONS  
HANCOCK COUNTY  
EXIT CONFERENCE

The contents of this report were discussed on July 19, 2010, with Pat A. Powers, Executive Director. The official response has been made a part of this report and may be found on page 6.

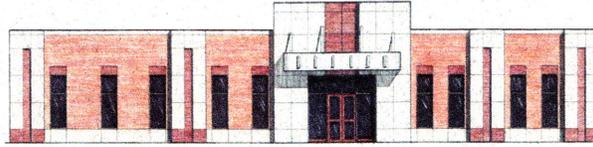
# Hancock County Community Corrections

233 East Main Street

Greenfield, IN 46140

(317) 477-1707

Fax (317) 477-1706



July 16, 2010

State Board of Accounts  
302 W. Washington St.  
Room E 418  
Indianapolis, IN. 46204

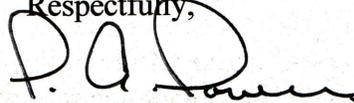
RE: Hancock County Community Corrections Audit

To Whom It May Concern:

This letter is in response to the 2009 Audit of Hancock County Community Corrections. The exit interview was conducted by Alan Weber on 7/15/2010. The audit report focuses on the collection of Community Corrections fees and how they are deposited with the Hancock County Auditor. At the end of each month Hancock County Community Corrections completes the approved State Board of Accounts report for collections. The funds are held in the Community Corrections Project Income checking account. The funds are deposited with the Hancock County Auditor as needed to keep a positive balance in the Project Income Fund. Any remaining funds are moved in to a Money Market Account that is managed and invested by Greenfield Banking Company. The funds are invested in short term Certificate of Deposits with all interest earned going to the Money Market Fund. The motive for investing these funds is so that Hancock County Community Corrections will reap the benefit of the monies earned off of the interest on the Project Income Fund cash balance. This practice has been in place since February 2008 and was initially approved by County Officials.

To correct the procedure Community Corrections will move all funds from the Money Market and deposit them with the Hancock County Auditor. Hancock County Community Corrections will then request that the Hancock County Treasurer invest the funds. If you have questions or need additional information feel free to call me at (317)477-1707. Thank You

Respectfully,



Pat A. Powers

Director

Hancock County Community Corrections