

**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

103A



SUBMITTAL DATE:
August 17, 2009

FROM: County Auditor-Controller

SUBJECT: County of Riverside, Auditor-Controller's Internal Audit Plan for Fiscal Year 2009/10

RECOMMENDED MOTION: Receive and file the Auditor-Controller's Internal Audit Plan for Fiscal Year 2009/10.

BACKGROUND: We have prepared an Internal Audit Plan for FY2009/10 in accordance with the International Standards for the Professional Practice of Internal Auditing. The audit plan is consistent with meeting the requirements of California Government Codes 1236 and 25250.

The primary goal of the Internal Audit function is to provide the Board of Supervisors and county management with reliable, independent, objective assessments of internal controls. Internal controls are processes established by management designed to safeguard county assets and resources, maintain the reliability and integrity of financial information, promote the efficiency and effectiveness of operations, and ensure compliance with laws, regulations and policies.

Departmental Concurrence

Robert E. Byrd

Robert E. Byrd
County Auditor-Controller

FINANCIAL DATA	Current F.Y. Total Cost:	\$ 0	In Current Year Budget:	N/A
	Current F.Y. Net County Cost:	\$ 0	Budget Adjustment:	N/A
	Annual Net County Cost:	\$ 0	For Fiscal Year:	N/A

SOURCE OF FUNDS: N/A	Positions To Be Deleted Per A-30	<input type="checkbox"/>
	Requires 4/5 Vote	<input type="checkbox"/>

C.E.O. RECOMMENDATION: **RECEIVE AND FILE**

BY: *Rob Rockwell*

Rob Rockwell

County Executive Office Signature

- Dep't Recomm.: Policy
- Per Exec. Ofc.: Policy
- Consent
- Consent

Prev. Agn. Ref.: | **District:** | **Agenda Number:**

2.5

BACKGROUND continued: California Government Code 25250 requires the Board of Supervisors to audit the accounts and records of all officers having responsibility for the care, management, collection or disbursement of county funds every two years. The Board of Supervisors adopted Resolution 83-338 authorizing the Auditor-Controller to perform the required audits. The audit of accounts and records also includes an evaluation of internal controls and follow-up on prior audit findings and recommendations. Additionally, in compliance with Government Code 26920, the Auditor-Controller performs a quarterly review, count and verification of the County Treasurer's assets.

The Internal Audit Plan constitutes the schedule of audits which were developed according to legal mandates while addressing the county's priorities. The Internal Audit Plan for the fiscal year 2009/10 includes 52 audit projects, 14 of which are fiscal year 2008/09 projects that are in the process of being finalized, and will be completed in the current fiscal year. Thirty-eight new projects have been scheduled for fiscal year 2009/10; this includes ten mandated follow-up audits of prior audit findings and recommendations.

In compliance with California Government Code 1236, the audits performed by the Auditor-Controller are conducted in accordance with the International Standards for the Professional Practice of Internal Auditing. The standards require that the internal audit organization develop and maintain a quality assurance and improvement program that covers all aspects of the internal audit activity. This includes periodic external and internal quality assessments and ongoing internal monitoring. The external quality assessments are met through external peer reviews performed every five years; the last peer review of the county's internal audit activity was in December 2006. Another peer review will be scheduled for 2011. In the interim, we are required to conduct an internal self-assessment; this is scheduled as one of the new projects for fiscal year 2009/10.

Summary of Audits and Review Projects for Fiscal Year 2009/10

Audit Project Distribution by Project Type:	Number of Projects
Fiscal Year 2009/10 Projects	
Mandated Audits	25
Mandated Follow-up Audits	10
Special Districts Review	1
FWA Hotline Administration	1
Quality Assurance Review Self-Assessment	1
Sub-total	38
Finalizing Fiscal Year 2008/09 Audit Reports in Progress	14
Total	52

Schedule of Audits and Review Projects for Fiscal Year 2009/10

Department/Activity
Agricultural Commissioner
Community Health Agency, Animal Control
Community Health Agency, Public Health
Community Health Agency, Environmental Health, Follow-up
Community Action Partnership
County Counsel
Countywide Overtime

District Attorney, Follow-up
Economic Development Agency, Follow-up
Fire, Vehicle Fleet
Human Resources, Workers' Compensation
Human Resources, TAP
Information Technology
Mental Health, Follow-up
Office on Aging
Probation, Detention and Correction
Public Defender, Follow-up
Public Social Services
Public Social Services, Follow-up
Public Social Services, Foster Agencies/Group Homes
Purchasing & Fleet Services, Fuel
Regional Medical Center, Purchasing, Follow-up
Regional Medical Center, Computer Disposal, Follow-up
Registrar of Voters
Sheriff, Vehicle Fleet
Sheriff, Ben Clark Training Center, Follow-up
TLMA, Code Enforcement
TLMA, Transportation Garage, Follow-up
Treasurer—Tax Collector (4Q '09 Audit)
Treasurer—Tax Collector (1Q '10 Review, Count and Verification)
Treasurer—Tax Collector (2Q '10 Review, Count and Verification)
Treasurer—Tax Collector (3Q '10 Review, Count and Verification)
Treasurer—Tax Collector (4Q '10 Audit)
Veterans' Services
Waste Management
Wildomar and Elsinore Cemetery Districts
Fraud, Waste and Abuse Prevention Program
Internal Audit Required Quality Assurance Self-Assessment