

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

226



**FROM:** Executive Office

**SUBMITTAL DATE:**  
June 2, 2015

**SUBJECT:** Response to the 2014-15 Grand Jury Report: Riverside County Information Technology Internal Audit Report

**RECOMMENDED MOTION:** That the Board of Supervisors:

1. Approve with or without modification, the attached response to the Grand Jury's recommendation regarding Riverside County Information Technology Internal Audit Report. Direct the Clerk of the Board to immediately forward the Board's finalized responses to the Grand Jury, to the Presiding Judge and the County Clerk-Recorder (for mandatory filing with the State).

**BACKGROUND:** Section 933 (c) of the Penal Code requires that the Board of Supervisors comment on the Grand Jury's recommendations pertaining to the matters under the control of the Board and that a response be provided to the Presiding Judge of the Superior Court within 90 days.

90dayf11responseRCITintAudit06.15

Departmental Concurrence

<b>FINANCIAL DATA</b>	<b>Current Fiscal Year:</b>	<b>Next Fiscal Year:</b>	<b>Total Cost:</b>	<b>Ongoing Cost:</b>	<b>POLICY/CONSENT (per Exec. Office)</b>
<b>COST</b>	\$ N/A	\$ N/A	\$ N/A	\$ N/A	Consent <input type="checkbox"/> Policy X <input type="checkbox"/>
<b>NET COUNTY COST</b>	\$	\$	\$	\$	


**SOURCE OF FUNDS:**

**Budget Adjustment:**

For Fiscal Year:

**C.E.O. RECOMMENDATION:**

**APPROVE**

By:   
**George A. Johnson**

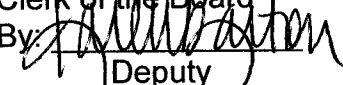
**County Executive Office Signature**

**MINUTES OF THE BOARD OF SUPERVISORS**

On motion of Supervisor Jeffries, seconded by Supervisor Benoit and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

**Ayes:** Jeffries, Tavaglione, Washington, Benoit and Ashley  
**Nays:** None  
**Absent:** None  
**Date:** June 16, 2015  
**xc:** EO, Grand Jury, Presiding Judge, RCIT, Recorder

**Kecja Harper-Ihem**  
Clerk of the Board

By:   
Deputy

- A-30
- Positions Added
- 4/5 Vote
- Change Order

**Prev. Agn. Ref.:**

**District:**

**Agenda Number:**

**3-12**

**RESPONSE TO  
2014-2015 GRAND JURY REPORT  
Riverside County Information Technology  
Internal Audit Report**

Following is the response of the Riverside County Information Technology (RCIT) to the above referenced Grand Jury Report. As the Grand Jury has chosen to reference the acts of the Riverside County Executive Officer, the Office of Riverside County Counsel and the Riverside County Auditor-Controller in its findings, this response has also been prepared on behalf of each of these County Officials and their departments.

**FINDING NO. 1:**

**RCIT Non-Compliance**

During the period July 1, 2012, through, June 30, 2013, the Auditor-Controller performed an internal audit of RCIT. The Internal Audit Report 2013-011 was completed and submitted to the BOS on November 26, 2014, and placed on the BOS agenda for January 06, 2015.

BOS Resolution No. 83-338 III C states in part:

*...The head of a county entity audited will reply in writing to the Auditor-Controller to the specific audit findings and recommendations within 30 calendar days of receipt of the written findings and recommendations.*

As of the date of this report, RCIT has not complied with a written response as mandated in BOS Resolution No. 83-338 III C. The Internal Audit Report 2013-011 indicated it would submit the audit report to the BOS without RCIT's written consent.

**Response:    Respondent partially agrees with this finding.**

RCIT has submitted its response to Internal Audit Report No. 2013-011. While submittal was appropriately delayed as the position of RCIT Director was filled with an Interim Director pending recruitment and hiring of a permanent RCIT Director, and short staffed as well. The new RCIT Director came aboard on or about of May 4, 2015 and issued the RCIT written response on May 27, 2015, which is within 30 days of his assuming the role as RCIT Director. Considering the circumstances, the response to the Auditor-Controller Internal Audit Report, while not received within the timeframe set forth in Board of Supervisors Resolution No. 83-338, the submission was timely based upon the circumstances.

**RECOMMENDATION NO. 1:**

**RCIT Non-Compliance**

RCIT shall comply with Resolution No. 83-338 C and submit a written reply to the Auditor-Controller.

**Response: RCIT agrees with this recommendation.**

RCIT submitted its response to the Internal Audit Report to the Auditor-Controller on May 27, 2015.

**FINDING NO. 2:**

**County Executive Officer Failure to Enforce**

The County Executive Officer is not enforcing BOS Resolution No. 83-338 III C and BOS Policy A-33, Responses to All Audit Reports, requiring RCIT to reply in writing.

**Response: Respondent wholly disagrees with the finding.**

Respondent disagrees with the statement and inference that the County Executive Officer is not enforcing Board of Supervisors Resolution No. 83-338 and Board Policy A-33. The Grand Jury has provided no legitimate basis for such an overly broad assertion and finding. They have based their conclusion on the late filing of one department that was, as referenced above, without a permanent Director and short staffed during the time period that the Internal Audit Report was presented.

There are approximately 42 departments and agencies of the County of Riverside that are subject to audit by the Auditor-Controller. Yet, the Grand Jury's only justification for its finding is the late submittal of one department. It is the policy and practice that County Departments timely respond to internal audits. The Riverside County Executive Officer and his staff take all of their responsibilities seriously and carry them out judiciously and with the utmost consideration of the public trust.

**RECOMMENDATION NO. 2:**

**County Executive Officer Failure to Enforce**

The County executive Officer shall enforce Resolution No. 83-338 III C along with BOS Policy A-33 (see Attachment A).

**Response: Respondent agrees with this recommendation.**

The recommendation improperly suggests that the County Executive Officer has failed to exercise his duties in enforcing the referenced policy. The County Executive Officer has, and

will continue to enforce Resolution No. 83-338 III C and BOS Policy A-33. There has not been a lack of enforcement. One department's late submittal under the circumstances does not amount to "Failure to Enforce".

**FINDING NO. 3:**

County Counsel Interference

On January 21, 2014, The Riverside County Grand Jury (Grand Jury) requested RCIT to provide the Grand Jury with a copy of its written reply to the Internal Audit Report 2013-011. RCIT failed to comply and informed the Grand Jury verbally as well as facsimile from the RCIT Interim CIO, dated January 21, 2015, that the Office of County Counsel Riverside County (County Counsel) has advised them to have all Grand Jury requests and questions directed to RCIT in writing, for County Counsel to review all requests in advance.

California Penal Code §921 states in part:

*The grand jury is entitled to free access...to all public records within the county.*

California Penal Code §925 states in part:

*The grand jury shall investigate and report on the operations, accounts, and records of the officers, departments, or functions of the county...*

**Response: Respondent wholly disagrees with the finding.**

Respondent disagrees with the Grand Jury's statement that the Office of County Counsel's (County Counsel) instruction to its client that requests from the Grand Jury shall be in writing is somehow interference. The Grand Jury clearly does not fully understand the role of County Counsel, nor does it understand the limits of grand jury action.

County Counsel has a legal and ethical duty to serve as legal advisor to the County Board of Supervisors, its officers and employees. (*See CA Government Code §§ 26526, 26529 & 27642*) Also the California Rules of Professional Conduct require County Counsel to act in the County's best interest by providing fair and competent legal advice.

The Grand Jury maintains that they are "entitled to free access....to all *public records* within the county." (*CA Penal Code §921*) We do not disagree. However, the Grand Jury is not entitled to access to "*all*" records; *only access to public records*. One of the various duties and obligations of County Counsel in representing its client, the County of Riverside, is to protect against inadvertent disclosure of attorney-client and attorney work-product privileged documents, as well as documents protected by Constitutional, statutory or common law privileges. The law is clear - - the grand jury is not entitled to such information. The Grand Jury's assertion that County Counsel should not be allowed to provide legal advice to its client by requesting that a particular request be made in writing and that the request be reviewed by counsel so as to advise its client on compliance with the law is misguided and contrary to the County Counsel's

ethical and statutory duties to its client.. Expecting its client to fend for itself and not avail itself of counsel, would have been a dereliction of County Counsel's responsibilities.

Each year, the County receives dozens of inquiries from the grand jury pertaining to its operations, programs and services. The grand jury often submits its requests in writing for information to the various county departments. There are dozens of site visits and release of information on County programs and services that never involve the County Counsel's Office.

In this particular instance, County Counsel was contacted by the Acting RCIT Director who expressed concern regarding a request from the grand jury. We advised our client to request that the grand jury put its request in writing so that we may properly advise RCIT on compliance with the request. It is important to note that the grand jury was *never* denied access to information. The grand jury voluntarily *declined* to put its request in writing and abandoned its pursuit of the information.

Furthermore, this "Finding" is indicative of the Grand Jury's misunderstanding of the role of County Counsel to represent its client, the County of Riverside and its constituent entities. Based upon the foregoing facts and circumstances, the County Counsel properly discharged his ethical and statutory duties pursuant to Rules 3-110, 3-310, and 3-600 of the California Rules of Professional Conduct.

### **RECOMMENDATION NO. 3:**

#### County Counsel Interference

County Counsel shall recognize the Grand Jury as an independent body, which operates autonomously, once impaneled.

To assist in the understanding of the civil functions, scope of responsibilities and powers of the Grand Jury, County Counsel shall complete additional training from the State of California, Office of the Attorney General on Sections 888-945 of the California Penal Code.

**Response: The recommendation will not be implemented because it is not warranted and is not reasonable.**

The Recommendation is wholly without factual or legal basis. The grand jury simply objects to the County Counsel performing his ethical and statutory duties and responsibilities.

The implication that the County Counsel requires training on the provisions of CA Penal Code §§888-945 is wholly inappropriate based upon the foregoing discussion. Moreover, the attached PowerPoint Presentation entitled "*The Investigatory and Reporting Authority of Civil Grand Juries Acting in their "Watchdog" Capacity*" by Gregory P. Priamos, County Counsel which was used to train the Office of County Counsel attorneys, County Department Directors, and most recently, the California County Counsels' Association, is evidence that the County Counsel has substantial expertise in this field and does not require any training. (See Attachment A).

Given that the role of the County Counsel's Office is an important one and one that should be explained in greater detail to the members of the grand jury, the County Counsel has committed to be involved in training the members of the new grand jury in July following empanelment pursuant to Penal Code section 914. The training will specifically address the role, statutory duties, and ethical obligations of the County Counsel as it relates to the representation of its client, the County of Riverside.

**FINDING NO. 4:**

Distribution of Audit Reports

The Grand Jury has not received Internal Audit Reports from the Auditor-Controller in several years.

BOS Resolution No. 83-338 II D states in part:

*...Audit reports, except for request audits, shall be addressed to the head of the entity audited, with copies to the Board of Supervisors, Administrative Officer, District Attorney, and the Grand Jury. For requested audits, the report shall be addressed to the proper authority requesting the audit (unless a different addressee is desired by the requestor), with copies to the Board of Supervisors, Administrative Officer, District Attorney, and Grand Jury...*

**Response: Respondent agrees with the finding.**

The Riverside County Auditor-Controller is committed to the responsible reporting of audits conducted and has in the past provided copies to the Grand Jury. Due to turnover of personnel in the Chief Internal Auditor position, the discontinuance of printing bound copies of audit reports, and the posting of audit reports on the Auditor-Controller's website the requirement was not enforced. The post audit procedures have been revised to ensure the proper distribution of Internal Audit Reports. Internal Audit staff will provide a copy of each audit report to the Grand Jury after the Board of Supervisors have taken action to receive and file.

**RECOMMENDATION NO. 4:**

Distribution of Audit Reports

In accordance with BOS Resolution No. 83-338 II D, the Auditor-Controller shall provide copies of all Internal Audit Reports to the Grand Jury.

**Response: Respondent agrees with the recommendation.**

The Riverside County Auditor-Controller Internal Audit Division will provide the Grand Jury a copy of Internal Audit Reports upon the Board of Supervisors acceptance of the Receive and File Form 11.



THE INVESTIGATORY AND REPORTING  
AUTHORITY OF CIVIL GRAND JURIES  
ACTING IN THEIR  
"WATCHDOG" CAPACITY

Gregory P. Priamos  
County Counsel

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I. INTRODUCTION.

- One of the key functions of grand juries in California and elsewhere is to act in the capacity of a "watchdog" in investigating the operations and affairs of governmental agencies.
- The civil grand jury is an instrumentality of the courts of the state. (McClatchy Newspapers v. Superior Court (1988) 44 Cal.3d 1162, 1171).
- Civil grand juries proceedings are conducted in secret, subject to certain exceptions, in order to:
  - encourage hesitant witnesses to come forward voluntarily
  - encourage witnesses to testify fully and frankly
  - protect the reputation of those who may be unjustly accused during the course of an investigation. (Goldstein v. Superior Court (2008) 45 Cal.4th 218, 226-227).

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II. CONSTITUTIONAL AND STATUTORY BASIS FOR THE CALIFORNIA GRAND JURY SYSTEM.

- The California Constitution, from very early in the State's history, has recognized and required the establishment of grand juries in each county. The 1949 Constitution recognized grand juries in Article I, Section 8. Essentially, that same language now exists in Article I, Section 23. California courts, in a variety of contexts, have stated that California's constitutional recognition and requirement of a civil grand jury system finds its origin in the common law of England dating back hundreds of years.

(McClatchy Newspapers v. Superior Court (1988) 44 Cal.3d 1162, 1170-71; Unnamed Minority Members, etc., Grand Jury v. Superior Court (1989) 208 Cal.App.3d 1344; Daily Journal Corp. v. Superior Court (1999) 20 Cal.4th 1117, 1122; People v. Superior Court (Mouchapourab) (2008) 78 Cal.App.4th 403, 427.)

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- California's statutory provisions concerning the formation, composition and functioning of grand juries are contained mainly within Title 4 of Part 2 of the Penal Code, Penal Code Sections 888 through 939.51.
- Sections 914 through 939.51 set forth the powers and duties of grand juries. General provisions are set forth in Section 914 through 924.6.
- Grand jury expenditures (Section 914.5).
- Selection of officers and determination of procedural rules (Section 916).
- Various inquiries within the grand juries purview (Sections 917, 918, 939, 920, 921, 922).
- Matters concerning grand jury secrecy. (Sections 924 through 924.6).

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- Section 925 authorizes examination of "the operations, accounts and records of the officers, departments, or functions of the county, including those operations, accounts and records of any special legislative district or other district in the county created pursuant to State law for which the officers of the county are serving in their ex officio capacity as officers of the districts."
- Section 927 authorizes grand juries to investigate and report upon the salaries of county officials.
- Section 928 authorizes grand juries to investigate and report upon the "need" of county officers, including the abolition or creation of offices and equipment.
- Section 921, authorizes grand jury access to the public prisons, and to the examination of all public records within the county.

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- Sections 933 and 933.06 concern the preparation of grand jury final reports containing their findings and recommendations. Section 933(-) requires "agencies," including counties, successor agencies, housing authorities, and districts, to respond in writing to the grand jury report.
- This response is to be submitted to the Presiding Judge of the Superior Court no later than 90 days after the grand jury has submitted its report.
- The responding person or entity must indicate whether they agree, wholly disagree or partially disagree with the findings.
- The response must specify the portion of the findings that is disputed and an explanation of the reasons therefor.
- The response must also indicate whether the recommendations have been implemented, will be implemented, require further analysis, or will not be implemented.

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- Section 933.1 through 933.6 vest grand juries with investigative authority over other entities.
- Section 933.1 authorize investigations of the books and records of successor agencies and housing authorities, as well as their "method" or system of performing the duties of such agency or authority."
- Sections 933.5 and 933.6 authorize investigations of the books and records (but not "operations") of, respectively, special purpose assessing or taxing districts and LAFCDs, and of certain private nonprofit corporations "established by or operated on behalf of a public entity."

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- Section 934 gives grand juries the right to seek advice from the court, county counsel, district attorney and/or the Attorney General.
- Sections 936, 936.5 and 936.7 authorize grand juries to retain special counsel.
- Sections 937 through 938.3 allow the hiring of interpreters and stenographers.
- Sections 939 through 938.91 concern the conduct of grand jury proceedings.

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- Section 939 provides:
 

"No persons other than grand jurors shall be permitted to be present during the expression of the opinions of the grand jurors, or the giving of their votes, on any criminal or civil matter before them."
- When a grand jury is questioning witnesses at a grand jury session, the presence of non-witnesses (including counsel for witnesses in civil proceedings) is prohibited ~~unless~~ that a witness may have counsel present when testifying under oath before a civil grand jury. (See Penal Code 938.22.)
- A grand jury may admonish a witness not to disclose what the witness learns in the grand jury room, but cannot require the witness to execute an admonishment form.

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- Section 939.1 authorizes grand juries, in limited circumstances, to meet openly if the court finds that the subject matter of the investigation affects the public welfare involving the alleged corruption, misfeasance or malfeasance in office or dereliction of duty of public officials or employees.
- Sections 939.2 and 939.4 authorize grand juries to issue subpoenas compelling attendance of witnesses, and administer oaths.
- Subpoenas must be signed by the District Attorney or Judge of the Superior Court.

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**II. GENERAL PRINCIPLES LIMITING THE SCOPE OF THE INVESTIGATORY AUTHORITY OF CIVIL GRAND JURIES**

**A. Grand Jurors Have Only Those Powers Expressly Authorized by Statute.**

- Section 925 confers upon grand juries the discretion to (1) "examine the books and records" of a county, and (2) "investigate and report upon the operations, accounts, and records of the officers, departments, functions, and method or system of performing the duties" of a county.
- Courts have ruled that grand juries have no inherent investigatory authority, and that their only authority to investigate is as expressly granted by the legislature. (*Board of Trustees v. Lamb*, 2009, 256 Cal.App.2d at 285.)

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- Nor do they possess other non-investigative powers beyond those expressly granted by statute. (*McClellin Newspapers*, 44 Cal.3d at 1171-1172; 1979 *Grand Jury*, 13 Cal.3d at 437; *Id. of Pub. v. Santa Barbara County Grand Jury* (1997) 59 Cal.App.4th 1183, 1191-1192.)
- Thus, cases have repeatedly limited grand juries' efforts to exercise investigative and other powers beyond those expressly granted by statute. (*Allen v. Paine* (1984) 1 Cal.3d 687, 690-699.)
- This authority is limited to procedural and operational matters, and is distinguishable from "substantive concerns involving the merit, wisdom, or expediency of . . . policy determinations." (78 *Op. Co. Atty. Gen.* 290 (1999).)

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• A more restrictive reading of Section 925 would be consistent with the common law limitations imposed on grand juries to act with "mature discretion," to avoid "fishing expeditions" (see Board of Trustees v. Leach, 258 Cal.App.2d at 288-289), and attempts at "indiscriminate meddling with public or private affairs." (Salmish v. Superior Court (1938) 28 Cal.App.2d 585, 688), and "not to roam at will . . . reporting on what it might view as shortcomings in distant locales." (1973 Grand Jury, supra, 13 Cal.3d at 437-438.)

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• Recognizing the importance which has been attributed to the civil grand jury and its "watchdog" function (Goldstein v. Superior Court (2008) 45 Cal.4th 218, 226; 1973 Grand Jury, supra, 13 Cal.3d at 436), it would seem to be counterintuitive to conclude that future grand juries are forever precluded from addressing important local issues simply because one previous grand jury addressed the issue. This would seem especially true where a matter raised by a grand jury's investigation and report either went largely unchanged by an agency for fiscal or policy reasons, or where the issue recurred after a period of several years. It thus reasonably could be argued that reading Section 925 as allowing at least limited repeat investigations more fully serves that section's legislative purpose. (Doe v. City of Los Angeles (2007) 42 Cal.4th 531, 543).

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**C. Limits on the Grand Jury's Reporting Power.**

• The reporting function of grand juries set forth under Penal Code Section 933, has been described as "central to its effective operations in the public interest." (McClellan v. Newsom, supra, 44 Cal.3d at 1170-1171; Unnamed Minority Members, supra, 306 Cal.App.3d at 1347.) The report, having long historical basis in the English common law (see Comment, 64 Cal.L.Rev. 297, 301, (1976)), "is the only formal means by which the grand jury can hope to effectuate its recommendations." (McClellan, supra, 44 Cal.3d at 1179; Unnamed Minority Members, supra, 306 Cal.App.3d at 1348, citing Note, Some Aspects of the California Grand Jury System, 8 Stan.L.Rev. at p. 651.)

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- Grand juries may only investigate and report on the procedures by which successor agencies and housing authorities operate. They may not properly include within their reports on successor agencies and housing authorities recommendations on substantive policy matters, including the proposed abolition of such entities.

**E. Individual Grand Jurors Are Not Immune From Defamation and Other Suits Based on Statements and Conclusions Contained in Final Reports.**

- Individual grand jurors may be held liable for damages based on false or defamatory statements made in grand jury reports, and holding jurors liable for such statements does not violate the jurors' due process rights.

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Penal Code Section 930 provides:

"If any grand jury shall, in the report above mentioned, comment upon any person or official which has not been indicted by such grand jury such comments shall not be deemed to be privileged."

- In Brooks v. Binderup (1995) 39 Cal.App.4th 1267, the court concluded that individual grand jurors may be held liable for damages based on false or defamatory statements made in grand jury reports.
- The court found that as long as the jury members were sufficiently informed that their comments pertaining to unindicted individuals were not privileged, the jurors acted at their own peril by criticizing plaintiffs' conduct in their reports.

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**VI. RIVERSIDE COUNTY CIVIL GRAND JURY.**

- Each July nineteen citizens of Riverside County are sworn as grand jurors for twelve months' service ending June 30 of the following year. Service is a full-time job with each grand jury establishing its own work schedule. Riverside County Grand Jury meets usually four days each week from 9:00 a.m. to 3:30 p.m. A grand juror receives \$25 for each full day served, and mileage and free parking.

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- On occasion, Riverside County empanels a "special grand jury" drawn from the general jury pool to hear that specific criminal case. Once that case is over, that "special grand jury" is disbanded. The "civil grand jury" impaneled for a year is not a criminal investigatory body, however, on rare occasions this jury may also be asked to sit on a criminal hearing of a special nature.
- The Riverside County Grand Jury is primarily a civil jury conducting general business meetings that include committee meetings inquiring into the operation of county and municipal governments.
- Conclusions of findings are developed into recommendations on how to improve county and municipal governments and presented to the Board of Supervisors.
- In addition, the Riverside County Grand Jury reviews complaints submitted by county residents.

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- By law a citizen eighteen years of age or older who has been a resident of the county for one year immediately before being selected, is a person of ordinary intelligence and good character, and possesses sufficient knowledge of the English language is qualified to be a candidate.
- A person is not competent to act as a grand juror if any of the following apply: the person is serving as a trial juror or has been discharged as a grand juror in any court within one year; the person has been convicted of malfeasance in office or any felony or any other high crime; the person is serving as an elected public officer.

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- In February of each year, a public announcement is posted soliciting applicants for the grand jury. Application is made and submitted to a committee of judges for review. Qualified persons are then invited to an interview.
- The Superior Court Judges try to nominate persons representing the cultural, ethnic, and diverse life experiences of the County of Riverside so the grand jury may reflect the many interests and concerns of its citizens.
- From a list of qualified persons nominated by the judges, up to nineteen names are selected to comprise the grand jury. The number of names drawn may vary annually depending on the number of jurors held over from the last year's panel.

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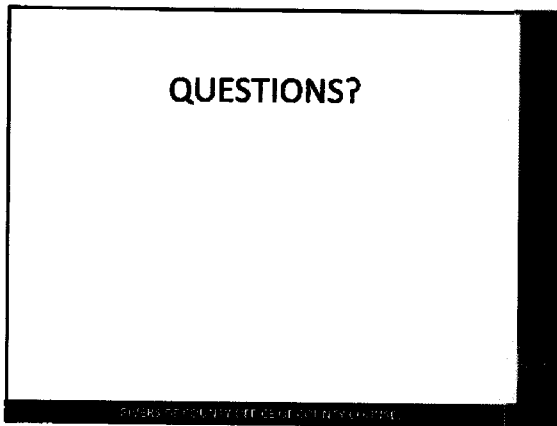
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**COUNTY OF RIVERSIDE  
OFFICE OF THE  
AUDITOR-CONTROLLER**

County Administrative Center  
4080 Lemon Street, 11<sup>th</sup> Floor  
P.O. Box 1326  
Riverside, CA 92502-1326  
(951) 955-3800  
Fax (951) 955-3802

**ACC** | AUDITOR  
CONTROLLER  
COUNTY OF RIVERSIDE

**Paul Angulo, CPA, CGMA, MA  
AUDITOR-CONTROLLER**

April 8, 2015

Honorable Harold W. Hopp  
Presiding Judge  
Superior Court of California, County of Riverside  
4050 Main Street  
Riverside, CA. 92501

Reference: Response to 2014-2015 Grand Jury Report: Riverside County Information  
Technology – Internal Audit Report

Dear Judge Hopp:

Pursuant to California Penal Code Section 933 et seq., please find enclosed the response of the Riverside County Auditor-Controller's Office to the above-entitled Grand Jury Report within the designated 90-day period.

The Riverside County Auditor-Controller's Office concurs with the Grand Jury's Finding 4  
Distribution of Audit Reports

Respectfully,

  
Paul Angulo  
Auditor-Controller

cc: Riverside Grand Jury ✓  
Riverside County Clerk-Recorder

**Findings:**

Distribution of Audit Reports

4. The Grand Jury has not received Internal Audit Reports from the Auditor-Controller in several years.

BOS Resolution No. 83-338 III D states in part:

*...Audit reports, except for request audits, shall be addressed to the head of the entity audited, with copies to the Board of Supervisors, Administrative Officer, District Attorney, and the Grand Jury. For requested audits, the report will be addressed to the proper authority requesting the audit (unless a different addressee is desired by the requester), with copies to the Board of Supervisors, Administrative Officer, District Attorney, and Grand Jury...*

Response:

Respondent agrees with the Grand Jury Finding 4.

The Riverside County Auditor-Controller is committed to the responsible reporting of audits conducted and has in the past provided copies to the Grand Jury. Due to turnover of personnel in the Chief Internal Auditor position, the discontinuance of printing final bound copies of audit reports, and the posting of audit reports on the Auditor-Controller's website the requirement was not enforced. The post audit procedures have been revised to ensure the proper distribution of Internal Audit Reports. Internal Audit staff will provide a copy of each audit report to the Grand Jury after the Board of Supervisors have taken action to receive and file.

**Recommendations:**

Distribution of Audit Reports

4. In accordance to BOS Resolution No. 83-338 III D, the Auditor-Controller shall provide copies of all Internal Audit Reports to the Grand Jury.

Response to recommendation:

The Riverside County Auditor-Controller Internal Audit Division will provide the Grand Jury a copy of Internal Audit Reports upon the Board of Supervisors acceptance of the Receive and File Form 11.

**Riverside County Board of Supervisors  
Request to Speak**

Submit request to Clerk of Board (right of podium),  
Speakers are entitled to three (3) minutes, subject  
to Board Rules listed on the reverse side of this form.

**SPEAKER'S NAME:** Holmstrom

**Address:** \_\_\_\_\_  
(only if follow-up mail response requested)

**City:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Phone #:** \_\_\_\_\_

**Date:** \_\_\_\_\_ **Agenda #** 3-12

**PLEASE STATE YOUR POSITION BELOW:**

**Position on "Regular" (non-appealed) Agenda Item:**

\_\_\_\_\_ **Support**      \_\_\_\_\_ **Oppose**      \_\_\_\_\_ **Neutral**

**Note:** If you are here for an agenda item that is filed  
for "Appeal", please state separately your position on  
the appeal below:

\_\_\_\_\_ **Support**      \_\_\_\_\_ **Oppose**      \_\_\_\_\_ **Neutral**

**I give my 3 minutes to:** \_\_\_\_\_

## **BOARD RULES**

### **Requests to Address Board on "Agenda" Items:**

You may request to be heard on a published agenda item. Requests to be heard must be submitted to the Clerk of the Board before the scheduled meeting time.

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**Riverside County Board of Supervisors  
Request to Speak**

Submit request to Clerk of Board (right of podium),  
Speakers are entitled to three (3) minutes, subject  
to Board Rules listed on the reverse side of this form.

**SPEAKER'S NAME:** JULIE WALTZ

**Address:** \_\_\_\_\_  
(only if follow-up mail response requested)

**City:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Phone #:** \_\_\_\_\_

**Date:** 6-16-15 **Agenda #** 3-12

**PLEASE STATE YOUR POSITION BELOW:**

**Position on "Regular" (non-appealed) Agenda Item:**

\_\_\_\_\_ **Support**      \_\_\_\_\_ **Oppose**      \_\_\_\_\_ **Neutral**

**Note:** If you are here for an agenda item that is filed  
for "Appeal", please state separately your position on  
the appeal below:

\_\_\_\_\_ **Support**      \_\_\_\_\_ **Oppose**      \_\_\_\_\_ **Neutral**

**I give my 3 minutes to:** \_\_\_\_\_

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**Riverside County Board of Supervisors  
Request to Speak**

6 min

Submit request to Clerk of Board (right of podium),  
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**SPEAKER'S NAME:** Paul Jacobs (6 min.)

**Address:** \_\_\_\_\_  
(only if follow-up mail/response requested)

**City:** Temecula **Zip:** \_\_\_\_\_

**Phone #:** \_\_\_\_\_

**Date:** 6/16/15 **Agenda #** 3-12

**PLEASE STATE YOUR POSITION BELOW:**

**Position on "Regular" (non-appealed) Agenda Item:**  
\_\_\_\_\_ **Support**      \_\_\_\_\_ **Oppose**      \_\_\_\_\_ **Neutral**

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**I give my 3 minutes to:** \_\_\_\_\_

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**SPEAKER'S NAME:** Perry Chastine

**Address:** \_\_\_\_\_  
(only if follow-up mail response requested)

**City:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Phone #:** \_\_\_\_\_

**Date:** 6/16/15 **Agenda #** 3-12

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**I give my 3 minutes to:** Paul Jacobs

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**SPEAKER'S NAME:** Garry Grant

**Address:** \_\_\_\_\_  
(only if follow-up mail response requested)

**City:** Peris **Zip:** \_\_\_\_\_

**Phone #:** \_\_\_\_\_

**Date:** 6/16/15 **Agenda #** 3-12

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