



OC Board of Supervisors' Internal Audit Department

O R A N G E C O U N T Y

AUDIT HIGHLIGHT

April 29, 2008

INTERNAL AUDITOR'S REPORT TO THE BOARD OF SUPERVISORS

COMPLIANCE AUDIT OF SHERIFF-CORONER ADMINISTRATION PURCHASING CARD (CAL CARD) EXPENDITURES Audit No. 2766-2

WHAT WE FOUND?

We audited 100% of Sheriff-Coroner Administration's Cal Card expenditures for the fiscal year ending June 30, 2007 and found that the expenditures totaling \$30,523 were made in overall compliance with requirements of the County of Orange Cal Card Policies and Procedures. **No material or significant compliance issues were noted.** The expenditures we audited contained proper authorization, appropriate supporting documentation, and were allowable per County policy. We noted one audit finding and recommendation to ensure compliance with County Cal Card policy. Sheriff Administration concurred with the recommendation and has implemented corrective action.

WHY WE DID THIS AUDIT?

On November 7, 2007, the County of Orange Audit Oversight Committee (AOC) directed the Internal Audit Department to conduct an audit of expenditures incurred by the Sheriff Administration. This directive was in response to a recent federal indictment concerning allegations of public corruption charges against the elected Sheriff-Coroner. The AOC expressed a desire to check the integrity of key accounts, funds and expenditures under the direction of Sheriff Administration.

WHY IS THIS AUDIT IMPORTANT?

The objective of our audit was to determine compliance with County's Cal Card Policies and Procedures. Sheriff Administration oversees the operation of the entire department, and includes the elected Sheriff-Coroner, an Undersheriff, Assistant Sheriffs and administrative support staff. This audit is important because it addresses concerns of any misuse of purchasing cards and shows the oversight provided by Sheriff Financial/Administrative Services in processing Cal Card transactions.

BACKGROUND & INFORMATION (SEE COMPLETE AUDIT REPORT FOR DETAIL)

During Fiscal Year 2006-07, \$30,523 in Cal Card expenditures were incurred on behalf of Sheriff Administration, which is approximately 4% of the total department's Cal Card expenditures. The Sheriff-Coroner, Undersheriff, and Assistant Sheriffs were not Cal Card cardholders. The department has 22 designated cardholders that purchase items on behalf of Sheriff Administration and the outlying Sheriff-Coroner divisions.

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