

AGENDA SUMMARY PAGE

AUDIT OVERSIGHT COMMITTEE MEETING OF: NOVEMBER 21, 2006

DEPARTMENT: CITY AUDITOR'S OFFICE

DIRECTOR: RADFORD SNELDING

Consent Discussion

SUBJECT:

Discussion and possible action on Internal Control Review Activity Report June 30, 2006 (2900-0607-01)

Fiscal Impact

- No Impact
- Budget Funds Available
- Augmentation Required

Amount:
Funding Source:
Dept./Division:

PURPOSE/BACKGROUND:

To review the Internal Control Review Activity Report dated June 30, 2006 with the Audit Oversight Committee. The report is a compilation of all Internal Control Reviews performed from December 31, 2005 through June 30, 2006.

RECOMMENDATION:

Approval:

BACKUP DOCUMENTATION:

1. Internal Control Review Activity Report June 30, 2006 (2900-0607-01)
2. Submitted after meeting Six PowerPoint Slides

Motion made by PAUL WORKMAN to Approve the Internal Control Review Activity Report June 30, 2006 (2900-0607-01)

Passed For: 4; Against: 0; Abstain: 0; Did Not Vote: 0; Excused: 1
JOSE TRONCOSO, LARRY BROWN, MICHAEL W. KERN, PAUL WORKMAN; (Against-None); (Abstain-None); (Did Not Vote-None); (Excused-LAWRENCE WEEKLY)

Minutes:

Mr. Phillips gave an overview of the Internal Control Review Activity through June 30, 2006. The report included six internal control memos issued since December 31, 2005 and a total of eight recommendations. Four recommendations were issued to Leisure Services related to deposit thefts at Brinley School, the processing of departmental Oracle invoice payments and missing change funds at Doolittle Pool. The Information Technologies memo related to P-Card misuse. The Neighborhood Services memo related to a P-card compromise. Municipal Court's memo related to a missing deposit. He indicated that management agreed with all recommendations and these reports would be included in the follow up database.

AUDIT OVERSIGHT COMMITTEE MEETING OF: NOVEMBER 21, 2006

Chairman Brown asked if there was any information as to the disposition of the court case involving the Information Technologies P-Card misuse. Mr. Phillips indicated a court date scheduled for November 28th, but the Assistant District Attorney said the initial hearing would be postponed due to someone being out of town. Vice-Chairman Brown asked Mr. Snelding to report at the next meeting if there is closure to this case as he would like to know the outcome. Mr. Snelding said he would do that.

