



MEMORANDUM

To: Tedd Williams, County Attorney

From: R.B. "Chips" Shore, Clerk of the Circuit Court and Comptroller

Date: July 21, 2010

Subject: Risk Management Ordinance Compliance Follow-up Audit#3

The Internal Audit Department has completed the Risk Management Ordinance Compliance Follow-up Audit#3 for the audit period of October 1, 2009 to March 31, 2010. The follow-up audit consisted of reviewing and testing the Management Action Plans included in the previous follow-up audit memorandum to ensure corrective actions have been implemented by the Risk Management Division.

We commend the Risk Management Division for the effective improvement in the areas identified in the previous follow-up audit. The Division is successfully reconciling their claims processing database with IFAS, and is in the process of updating their policies and procedures to expand on the acceptable documentation allowed to initiate a claims and adjust the time frame for departments to submit an accident claim. Furthermore, the Division will include complete IFAS account numbers with all deposits to ensure that subrogation and restitution payments are posted to the proper account.

We would like to thank the staff at Risk Management for the cooperation given to the Internal Audit staff. An additional follow-up audit will not be necessary.

RBS/MDB/MTT

cc: Board of County Commissioners
Ed Hunzeker, County Administrator
James Minix, Chief Deputy County Attorney
James Cooney, Deputy County Attorney
Mike Terrell, Safety Claims and Risk Manager