



**Mecklenburg County
Department of Internal Audit**

Criminal Justice Services Department
Accounts Payable Follow-Up Audit
Report 1902

May 14, 2019

Internal Audit's Mission

To support key stakeholders in cultivating an environment of accountability, transparency and good governance.

Internal Audit Contacts

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Staff Acknowledgements

Samita Shrestha, ACCA, CIA, Auditor-in-Charge

**Obtaining Copies of
Internal Audit Reports**

This report can be found in electronic format at
<https://www.mecknc.gov/audit/reports/pages/default.aspx>



MECKLENBURG COUNTY
Department of Internal Audit

To: Dena Diorio, County Manager
County Manager's Office

From: Joanne Prakapas, Director
Department of Internal Audit

Date: May 14, 2019

Subject: Criminal Justice Services Department Accounts Payable Follow-Up Audit Report 1902

The Department of Internal Audit completed a follow-up audit on reported issues from the Criminal Justice Services Department Accounts Payable Report 1665 issued July 10, 2017. The follow-up audit objective was to determine with reasonable but not absolute assurance whether management took effective corrective action on the issues presented in the audit report.

Internal Audit staff interviewed key personnel; observed operations; reviewed written policies, procedures, and other documents; and tested specific transactions where applicable. Internal Audit conducted this audit in conformance with The Institute of Internal Auditor's International Standards for the Professional Practice of Internal Auditing.

FOLLOW-UP SUMMARY

There were eight recommendations in the Criminal Justice Services Department Accounts Payable Report 1665. The following table provides the original number of recommendations and summarizes the follow-up audit results performed to date.

Fiscal Year	Audit Report	Implemented	Open	Not Implemented¹	Withdrawn	Total Carryforward
2018	1665 ²	N/A				8
2018	1828	6	2			2
2019	1902	1	1			1

¹ Management assuming risk for not taking corrective action

² Initial report

The attached **Follow-Up Results** matrix provides details for the most recent follow-up audit. Internal Audit will review any carryforward issues later to verify recommendations are fully implemented and working as intended.

The cooperation and assistance of the Criminal Justice Services Department staff are recognized and appreciated.

- c: Deputy County Manager
- Assistant County Managers
- Deputy County Attorney
- Senior County Attorney
- Board of County Commissioners
- Audit Review Committee
- Director, Criminal Justice Services Department

Follow-Up Results
Criminal Justice Services Department Accounts Payable Report 1665

- **Implemented** – Audit issue has been adequately addressed by implementing the original or alternative corrective action plan (**I**)
- **Open** – Corrective action for audit issue initiated but not completed (**P**); Implemented but not operating as intended (**IO**); Not been addressed but management fully intends to address issue (**O**)
- **Not Implemented** – Audit issue not addressed and management has assumed the risk of not taking corrective action (**NI**)
- **Withdrawn** – Audit issue no longer exist due to operational changes (**W**)

				Implementation Status	
Risk Observation	Recommendation	Management's Risk Mitigation Strategy	Original Implementation Date	Current Status	Comments
2.1	Internal Audit recommends management reemphasize to staff the County's account payables document retention requirements and ensure they retain documents accordingly.	As part of training, the department will reemphasize accounts payables document retention requirements. In addition, to help ensure staff retains documents accordingly, refresher trainings will be given on a quarterly basis.	July 2017	IO	Internal Audit determined adequate supporting documentation was not maintained for accounts payable transactions tested.
3.1	Internal Audit recommends management reemphasize to staff the importance of executing payment responsibilities in a timely manner. Additionally, management should formally assess the Department's accounts payable process, identifying and documenting root causes for processing delays, and developing improvement action plans	The department will continue to monitor, evaluate, and communicate invoice processing stats and requirements. Department procedures and training materials will be updated to emphasize the importance of timeliness in processing payments. When necessary, action plans will be developed and executed.	July 2017	I	