

County of San Bernardino

Auditor-Controller/Treasurer/Tax Collector
Internal Audits Section

Department of Public Health: FY18 Single Audit Follow-Up



Ensen Mason CPA, CFA

Auditor-Controller/Treasurer/Tax Collector

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Auditor-Controller/Treasurer/Tax Collector

Mission Statement

This office is committed to serving our customers by processing, safeguarding, and providing information regarding the finances and public records of the County. We perform these functions with integrity, independent judgment, and outstanding service. We are accurate, timely, courteous, innovative, and efficient because of our well-trained and accountable staff.

Audit Team



Denise Mejico
Chief Deputy Auditor

Menaka Burkitt
Internal Audits Manager

Rachel Ayala
Supervising Internal Auditor III

Emily Macias, CPA
Internal Auditor III



Department of Public Health

FY18 Single Audit Follow-Up

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Auditor-Controller/Treasurer/Tax Collector

Ensen Mason, MBA, CPA, CFA
Auditor-Controller/Treasurer/Tax Collector

August 20, 2019

Douglas R. Boyd, Sr., ESQ.
Assistant Auditor-Controller/Treasurer/Tax Collector

Trudy Raymundo, Director

Department of Public Health
351 N. Mountain View Avenue, Room 303
San Bernardino, CA 92415-0010

SUBJECT: Department of Public Health – FY18 Single Audit Follow-Up

In compliance with Article V, Section 6, of the San Bernardino County Charter and County Policy 05-20 entitled Internal Operational Auditing, we have completed a follow-up audit of the implementation of the recommendations noted in the County of San Bernardino's Single Audit Report for the fiscal year ended June 30, 2018 (FY18) for the Department of Public Health (Department). The objective of the audit was to determine if corrective actions for the Department's FY18 Single Audit finding have been implemented. We conducted our audit in accordance with the International Standards for the Professional Practice of Internal Auditing established by the Institute of Internal Auditors.

We have provided a status of the audit finding identified in the Single Audit report issued on March 25, 2019. The Department has implemented corrective actions for the finding from the original audit report.

We sent a draft report to the Department on August 2, 2019.

We would like to express our appreciation to the personnel at the Department of Public Health who assisted and cooperated with us during this engagement.

Respectfully submitted,

Ensen Mason CPA, CFA

Auditor-Controller/Treasurer/Tax Collector
San Bernardino County

By: _____

Denise Mejico

Chief Deputy Auditor

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Date Report Distributed: August 20, 2019

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FY18 Single Audit Follow-Up

The Single Audit Act Amendments of 1996 and Office of Management and Budget (OMB) 2 CFR 200 "*Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*" (Uniform Guidance) require nonfederal entities that expend \$750,000 or more of federal awards in a fiscal year to have a single or program specific audit. The County's external auditors, Vavrinek, Trine, Day & Co., LLP (VTD), conducted the County's FY18 single audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States; and the Uniform Guidance. VTD issued the report on March 25, 2019. In accordance with the Uniform Guidance, the auditee is responsible for follow-up and corrective action on all audit findings.



Scope and Objective

Our audit examined the Department's policies, procedures, implementation of recommendations and other corrective actions as of the date of fieldwork, June 12, 2019.

The objective of the audit was to determine if corrective actions for the Department's FY18 Single Audit finding, as contained in the *County of San Bernardino FY18 Single Audit Report* issued on March 25, 2019, have been implemented.

Methodology

In achieving the audit objective, the following audit procedures were performed, including but not limited to:

- Interviews of Department staff
- Review of policies and procedures
- Review of pertinent documents



Prior Finding 2018-003

Program: Public Health Emergency Preparedness

CFDA No.: 93.069

Federal Grantor: U.S. Department of Health and Human Services

Passed-through: California Department of Public Health

Award Year: FY 2017-18

Compliance Requirements: Procurement, Suspension, Debarment

Significant Deficiency, Instance of Non-Compliance – As a result of the test work performed, we noted the County did not have proper procedures in place for verifying that vendors were not debarred, suspended or otherwise excluded prior to entering into covered transactions.

Recommendation:

We recommend the County implement policies and procedures to verify that all vendors who are providing services to federally funded programs in excess of \$25,000 are not suspended, debarred, or otherwise excluded. This verification should be checked on the Sam.gov website, and evidence of the verification should be maintained.

Current Status: Implemented

The Department of Public Health Preparedness and Response Program (PRP) adequately updated policies and procedures to include steps to verify all vendors who are providing services to federally funded programs in excess of \$25,000 are not suspended, debarred or otherwise excluded. In addition, a training was conducted to review the updated policies and procedures with PRP staff. During the audit period there were no services or goods purchased in excess of \$25,000.