

**JEFFERY S. BURGH**  
**AUDITOR-CONTROLLER**



**ASSISTANT**  
**AUDITOR-CONTROLLER**  
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**CHIEF DEPUTIES**  
BARBARA BEATTY  
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KATHLEEN O'KEEFE  
RICHARD WHOBREY

September 12, 2023

Honorable Board of Supervisors  
County of Ventura  
800 South Victoria Avenue  
Ventura, California 93009

**SUBJECT: Receive and file the Auditor-Controller's Fiscal Year 2023-24 Internal Audit Plan and Report on Prior Year Performance**

**RECOMMENDATION:** Receive and file the attached Fiscal Year 2023-24 Internal Audit Plan and Report on Prior Year Performance.

**FISCAL/MANDATES IMPACT:** None.

**DISCUSSION:**

In conformance with the *International Standards for the Professional Practice of Internal Auditing* promulgated by The Institute of Internal Auditors (*IIA Standards*), the Auditor-Controller establishes a risk-based Internal Audit Plan each year to determine the priorities of the Internal Audit Division (IAD). The Internal Audit Plan is based on a variety of factors, including audit mandates, risk assessment results, and requested input from the Board of Supervisors, County management, and the Grand Jury.

*IIA Standards* require that we communicate the annual Internal Audit Plan to your Board. The Fiscal Year (FY) 2023-24 Internal Audit Plan is attached as Exhibit 1.

The Internal Audit Plan document incorporates reporting on prior year IAD performance. We issued 13 audit reports in prior FY 2022-23, which contained 87 recommendations for areas including human resources policies and complaint investigation procedures, collection of fees, and oversight of pesticide use reporting.

For FY 2023-24, we plan to use 7,706 hours to complete the 15 engagements in progress from the prior year, initiate new audits, accomplish current year mandates and monitoring responsibilities, continue the Control Self-Assessment Program, and administer the Employee Fraud Hotline.

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The annual Internal Audit Plan is developed at the beginning of the fiscal year, and various events may occur throughout the year requiring deviation from the established plan. Therefore, the Internal Audit Plan may be modified to accommodate a change in resources or to address significant issues requiring the IAD's attention.

This letter has been coordinated with the County Executive Office and County Counsel. If you have any questions, please contact me at (805) 654-3151.

Sincerely,



JEFFERY S. BURGH  
Auditor-Controller

Exhibit 1 - Fiscal Year 2023-24 Internal Audit Plan and Report on Prior Year Performance