

JEFFERY S. BURGH
AUDITOR-CONTROLLER

COUNTY OF VENTURA
800 SOUTH VICTORIA AVE.
VENTURA, CA 93009-1540



ASSISTANT
AUDITOR-CONTROLLER
MICHELLE YAMAGUCHI

CHIEF DEPUTIES
BARBARA BEATTY
JASON McGUIRE
KATHLEEN O'KEEFE
RICHARD WHOBREY

September 10, 2024

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

SUBJECT: Receive and file the Auditor-Controller's Fiscal Year 2024-25 Internal Audit Plan and Report on Prior Year Performance

RECOMMENDATION: Receive and file the attached Fiscal Year 2024-25 Internal Audit Plan and Report on Prior Year Performance.

FISCAL/MANDATES IMPACT: None.

STRATEGIC PLAN PRIORITY: The items presented in this Board letter support making responsible and efficient use of public funds and promote economic stability and growth during a changing economy.

DISCUSSION:

In conformance with the *International Standards for the Professional Practice of Internal Auditing (Standards)* promulgated by The Institute of Internal Auditors (The IIA), 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.

The *Standards* require that we communicate the annual Internal Audit Plan to your Board. The Fiscal Year (FY) 2024-25 Internal Audit Plan is attached as Exhibit 1.

The Internal Audit Plan document incorporates reporting on prior year IAD performance. We issued 14 audit reports in prior FY 2023-24, which contained 35 recommendations for areas including contract compliance, employee eligibility for certification pay, and installment payment plans for defaulted property taxes.

For FY 2024-25, we plan to use 8,831 hours to complete the 16 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.

During FY 2024-25, the IAD will also be implementing The IIA's Global Internal Audit Standards, which will replace the current *Standards* on January 9, 2025. In addition, the IAD will be undergoing an external assessment for the 5-year period July 1, 2019, through June 30, 2024, by the Association of Local Government Auditors to enable a true "peer review" of IAD operations by internal auditors from other local government agencies.

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. If the Internal Audit Plan and/or budget are subsequently and significantly revised, we will resubmit the revised Internal Audit Plan to your Board.

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 2024-25 Internal Audit Plan and Report on Prior Year Performance