

STATE OF NEVADA



*****NOTICE OF PUBLIC MEETING*****

EXECUTIVE BRANCH AUDIT COMMITTEE

Presentation by: Department of Administration
Division of Internal Audits

Date and Time: **Wednesday, December 10, 2014**
9:00 a.m.

Location: Capitol Building, the Guinn Media Room
101 N. Carson Street, Second Floor
Carson City, Nevada

Note: Some members of the Committee may be attending the meeting through a simultaneous video conference conducted at the following location:

Grant Sawyer State Office Building
Governor's Office, Fifth Floor
Las Vegas, Nevada

This is the tentative schedule for the meeting. The Committee reserves the right to take items in a different order to accomplish business in the most efficient manner. The Committee may combine two or more agenda items for consideration. The Committee may remove an item from the agenda or delay the discussion relating to an item on the agenda at any time.

The Committee may only take action on items preceded by an asterisk (*).

AGENDA

- A. Call meeting to order, roll call, and remarks.
- B. Public Comments – Please limit to 5 minutes.
- * C. **For Possible Action – Approval of the June 26, 2014 Executive Branch Audit Committee Meeting Minutes.**

D. Presentation of the Division of Internal Audits' six-month follow-up status reports. (NRS 353A.090)

1. Department of Wildlife, Report No. 14-04 –Vita Ozoude, Executive Branch Audit Manager.
2. Department of Motor Vehicles, Report No. 14-05 – Compliance Enforcement Division, Warren Lowman, Executive Branch Audit Manager.
3. Colorado River Commission, Report No. 14-06 – Vita Ozoude, Executive Branch Audit Manager.

E. Presentation of the Division's audit reports. (NRS 353A.085)

1. Commission on Off-Highway Vehicles, Report No. 15-01 – Vita Ozoude, Executive Branch Audit Manager.
2. Department of Agriculture, Report No. 15-02 – Division of Animal Industries, Warren Lowman, Executive Branch Audit Manager.
3. Department of Health and Human Services, Report No. 15-03 – Division of Child and Family Services, Juvenile Services, Ashwini Prasad, Executive Branch Auditor 3.

* F. **For Possible Action - Approval of the Division of Internal Audits 2014 Annual Report Released September 30, 2014. (NRS 353A.065)**

* G. **For Possible Action – Approval of the Division's Annual Audit Plan. (NRS 353A.045)**

H. Presentation of the Division's Annual Follow-up Report Status.

I. Presentation of the Estimated Benefits to Nevadans from the Division of Internal Audits' Recommendations

J. Presentation of the Division's Self-Assessment

K. Presentation of the follow-up status for Legislative Counsel Bureau's audit report recommendations issued on January 7, 2014.

L. Committee Members' Comments.

M. Public Comments – Please limit to 5 minutes.

* N. **Adjournment.**

This notice and agenda has been posted on or before 9:00 a.m. on the third working day before the meeting at the following public locations:

Carson City, Nevada

- Blasdel Building, 209 East Musser Street
- Capitol Building, 101 North Carson Street
- Legislative Building, 401 North Carson Street
- Nevada State Library and Archives, 100 North Stewart Street

Notice and agenda of this meeting was faxed for posting to the following locations:

Las Vegas, Nevada

- Office of the Governor, 555 East Washington Avenue
- Grant Sawyer State Office Building, 555 East Washington Avenue

Notice of this meeting was posted on the Division's website @ www.iaudits.nv.gov and the Nevada Public Notice website @ <https://notice.nv.gov/>.

The Division's audit reports will be available on the website within one working day after the meeting.

The support materials for this agenda are available at the office of the Division of Internal Audits. To obtain a copy of the support materials, you may contact Connie Boynton by phone at (775) 687-0120 or by email at cboynton@admin.nv.gov.

Note: We are pleased to make reasonable accommodations for members of the public who are disabled and wish to attend the meeting. If special arrangements for the meeting are necessary, please notify the Department of Administration, Division of Internal Audits at least one working day before the meeting at (775) 687-0120.

Meeting Summary

Minutes for June 26, 2014 Committee Meeting (Tab 2)

Recommended Action: Approve the minutes.

Six-Month Follow-up Audit Report Status (Tab 3)

Department of Wildlife, Report No. 14-04

Vita Ozoude, Executive Branch Audit Manager

Total Recommendations	Fully Implemented	Partially Implemented	No Action	No Longer Applicable
8	2	5	1	0
	25%	63%	12%	0%

Department of Motor Vehicles, Report No. 14-05

Compliance Enforcement Division, Warren Lowman, Executive Branch Audit Manager

Total Recommendations	Fully Implemented	Partially Implemented	No Action	No Longer Applicable
4	0	4	0	0
	0%	100%	0%	0%

Colorado River Commission, Report No. 14-06

Vita Ozoude, Executive Branch Audit Manager

Total Recommendations	Fully Implemented	Partially Implemented	No Action	No Longer Applicable
5	1	4	0	0
	20%	80%	0%	0%

New Audit Reports (Tab 4)

The following audits will be presented for your review:

1. Commission on Off-Highway Vehicles, Report No. 15-01 – Vita Ozoude, Executive Branch Audit Manager.
2. Department of Agriculture, Report No. 15-02 – Division of Animal Industries, Warren Lowman, Executive Branch Audit Manager.
3. Department of Health and Human Services, Report No. 15-03 – Division of Child and Family Services, Juvenile Services, Ashwini Prasad, Executive Branch Auditor 3.

Annual Report (Tab 5)

Pursuant to NRS 353A.065, we are submitting the Division's 2014 Annual Report.

Recommended Action: Approve the Annual Report.

Audit Plan

Audits Requested for Approval

Department	Division	Estimated Completion Date
Business and Industry	Taxicab Authority	December 2015

Ongoing Audits

Department	Division	Approved By Committee	Estimated Completion Date
Business and Industry	Division of Insurance	June 2014	June 2015
Department of Motor Vehicles	Fuel Taxes	June 2014	June 2015
Health and Human Services	Division of Child and Family Services – Child Welfare Service, Children’s Mental Health	December 2012	June 2015
Agriculture II	Fiscal	September 2013	December 2015
Conservation and Natural Resources	Water Resources	April 2011	December 2015

Possible Action: The Committee may wish to request additional audits or revise the proposed schedule.

Division's Annual Follow-up Report Status (Tab 6)

Annually, we determine the status of the Division's outstanding audit recommendations.

Benefits to Nevadans (Tab 7)

The Division of Internal Audits' recommendations have resulted in estimated benefits to Nevadans, including reduced costs and increased resources for program services and citizens. In fiscal year 2014, we estimate the Division benefited the State and its citizens as follows:

For every \$1 spent on the Internal Audits section, the State benefits \$96

The Division of Internal Audits has also provided recommendations which were not quantified and do not appear here but still improve the efficiency and effectiveness of Executive Branch agencies. Many of these recommendations improve public safety, health, environment, and/or enhance the effectiveness of operations.

Division's Self-Assessment (Tab 8)

The standards of the Institute of Internal Auditors require the Division to perform periodic internal self-assessments. The results of the self-assessments must be communicated to the Committee.

Follow-up Status Reports on Legislative Audits

We determined the status of the Legislative Audit recommendations for the following agencies since our last Committee meeting:

- Commission on Mineral Resources, Division of Minerals (14-12)
- Department of Public Safety, Division of Emergency Management (14-11)
- Department of Administration, Nevada State Library and Archives, Mail Services (14-10)
- Department of Public Safety, State Fire Marshal Division (14-09)
- Department of Business and Industry, Nevada Transportation Authority (14-07)

No significant concerns exist at this time regarding these agencies' responses.