



THE COUNTY OF GALVESTON
COUNTY AUDITOR'S OFFICE
P.O. Box 1418
GALVESTON, TEXAS 77553

County Auditor
Randall Rice CPA
CITP CISA CIO CBM DABFA CGMA

Ron Chapa CPA
First Assistant, Director of Auditing

Jeff Modzelewski CPA
First Assistant, Director of Accounting

February 17, 2015

Honorable Judge Mark A. Henry and
Members of the Commissioners' Court

Honorable Judge and Members of the Court:

Attached for your consideration is the internal audit report for the asset inventory of the Facilities Department. The inventory was performed January 5, 2015 through January 9, 2015. Also attached is the response letter from Mike J. Bell, Interim Facilities Director, dated February 3, 2015.

Sincerely,

A handwritten signature in blue ink that reads "Rice CPA".

Randall Rice CPA
County Auditor

cc: Mike J. Bell, Interim Facilities Director

Attachment: Audit Report Facilities Inventory
Response Letter, Mike J. Bell, Interim Facilities Director



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January 9, 2015

To: Mike J. Bell
Interim Facilities Director

From: Tony Pompa
Internal Auditor

Re: Department of Facilities, Inventory

Asset Inventory

An asset inventory of the Facilities Department was conducted January 5, 2015 through January 9, 2015. The objective of the inventory was to locate all Galveston County assets assigned to the Facilities Department.

Finding: A JLB scissor lift, FAID#30089, VIN# 0200179646 was not located.

Recommendation FD-15-01: The department needs to locate the scissor lift or provide source documents for the transfer of the asset.

The Facilities Department is currently working with the Purchasing Department to resolve this issue.

Finding: Several fixed assets were missing the FAID decals.

Recommendation FD-15-02: The department should replace all missing FAID decals.

The Facilities Department is in the process of resolving this issue.

We wish to thank Mike Bell and his staff for their cooperation and assistance.

cc: Randall Rice CPA, County Auditor
Ron Chapa CPA, First Assistant, Director of Auditing



COUNTY OF GALVESTON

FACILITIES DEPARTMENT

722 MOODY, 6TH FLOOR

GALVESTON, TEXAS 77550

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Mike Bell
Interim Facilities Director

Debra Belany
Administrative Coordinator

February 3, 2015

To: Lori McWhirter

From: Mike Bell

Re: Audit of Facilities Assets

Ms. Lori McWhirter,

The following is my response to the Audit conducted January 5th through January 9th of the assets in the Facilities Dept.

Finding: A JLB scissor lift, FAID#30089 was not located.

Response: Because the scissor lift to be sold was described as "NOT OPERABLE DUE TO FLOOD WATERS FROM HURRICANE IKE," and because the scissor lift in Galveston County possession now still operates, it is believed that the staff at the time mistakenly attribute the wrong scissor lift to be disposed. This mistake was reflected in the online auction sales listing as well as IFAS.

Finding: Several fixed assets were missing FAID decals.

Response: Purchasing has provided the FAID decals; we are putting them on the items.

I want to thank Tony Pompa for his assistance with this audit.

Sincerely

Mike Bell

409-765-2643