

**SAN BERNARDINO COUNTY
AUDITOR-CONTROLLER/TREASURER/TAX COLLECTOR
INTERNAL AUDITS DIVISION**



**PRESCHOOL SERVICES DEPARTMENT:
FY21 SINGLE AUDIT FOLLOW-UP**

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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.

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**Preschool Services Department:
FY21 Single Audit Follow-Up**

Audit Report Letter	1
Audit Background	3
Scope, Objective, and Methodology	4
Prior Audit Finding, Recommendation, and Current Status	5



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November 3, 2022

Jacquelyn Greene, Director
Preschool Services Department
662 South Tippecanoe Avenue
San Bernardino, CA 92415-0630

RE: Preschool Services Department – FY21 Single Audit Follow-Up

We have completed a follow-up audit of the implementation of the recommendation noted in the San Bernardino County’s Single Audit report for the fiscal year ended June 30, 2021 (FY 21) for the Preschool Services Department (Department). The objective of the audit was to determine if corrective actions for the Department’s FY21 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 April 29, 2022. The Department has implemented the corrective actions for the finding from the original audit report.

We sent a draft report to the Department on October 28, 2022.

We would like to express our appreciation to the personnel at the Preschool Services Department 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, CFE
Chief Deputy Auditor

Distribution of Audit Report:

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Date Report Distributed: November 3, 2022

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FY21 Single Audit Follow-Up

Title 2 U.S. Code of Federal Regulations (CFR) 200 *“Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards”* (Uniform Guidance) requires nonfederal entities that expend \$750,000 or more of federal awards in a fiscal year to have a single or program specific audit. Eide Bailly, LLP, conducted the County’s FY21 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 audit requirements of 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance). Eide Bailly, LLP issued the report on April 29, 2022. 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 Preschool Services Department (Department) policies, procedures, and other corrective actions as of the date of fieldwork, June 7, 2022.

The objective of this follow-up audit was to determine if the corrective actions for the Department's FY21 Single Audit finding, as contained in the *San Bernardino County's FY21 Single Audit Report*, issued on April 29, 2022, have been implemented.

Methodology

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

- Review of applicable laws, regulations, and the Department's policies and procedures.
- Interviews of Department staff on policies, procedures, and processes relevant to the areas of being reviewed
- Walk-through of activities to determine whether the Department implemented the new processes
- Examination of original documents and system-generated reports related to areas being reviewed



Prior Finding 2021-006

Program: COVID-19 Head Start Cluster

CFDA No.: 93.600

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

Award No. and Year: 09HP000209-2 (2020), 09HE000668-01 (2021), 09CH011719-01 (2020), 09CH10016-05 (2019)

Compliance Requirements: Reporting

Type of Finding: Significant Deficiency in Internal Control and Instance of Non-Compliance

In two subaward agreements tested, the required reporting under FFATA was not submitted timely. The required reporting was submitted approximately 10 months after the due date.

Recommendation:

Eide Bailly recommended the County enhance controls to ensure required reporting under FFATA is submitted to the FSRS timely.

Current Status: Implemented

As recommended the Department identified the requirement for submission of the Federal Funding Accountability and Transparency Act (FFATA) and submitted subsequent reports in FY 2021/2022 timely. The finance manager and supervisor ensured the fiscal staff followed the FFATA reporting requirements by continuing the following process:

- The staff analyst tracks contract/grant requirements including the FFATA report on the Planning Road Map, which is reviewed by the management team annually at the beginning of the fiscal year.
- The finance manager and supervisor ensure that compliance items are placed on the finance calendar, which is reviewed by the management team and staff monthly.
- The FFATA report is reviewed by the finance manager or supervisor no later than the last day of the month following the month in which the subaward was made.
- Staff is required to save the FFATA report in the Management Data Sharing Drive.