



# MEMO

OFFICE OF THE INTERNAL AUDITOR

**To:** All County Council Members and Executive Culver  
**From:** Steve Roser  
**Date:** November 2, 2016  
**Re:** Scheduled follow-up for the Munis Security Audit (report dated Sep. 30, 2015)

We performed the third scheduled follow-up to the Munis Security Audit (report dated Sep. 30, 2015).<sup>1</sup> The office of the Internal Auditor (IA) interviewed Role Coordinator Dawn Mitchell-Parks regarding the progress of the remaining open findings and recommendations. The four findings contained in the original audit report have been satisfactorily resolved and were closed:

- Little control
- Gaps in accountability
- No centralization
- No tracking

IA will continue to follow-up on recommendations concerning training and use of available resources. County IT is nearing the end of the process of performing changeover to a SaaS (cloud) system. Once completed, the Coordinator plans to hold monthly training sessions. Users will have access to the Munis Dashboard System<sup>2</sup> as well as cube functions<sup>3</sup> to enhance efficiency and effectiveness. The next scheduled follow-up will take place within 90 days.

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<sup>1</sup> Please see memos dated January 15 and April 4, 2016 for more information (copies are available upon request)

<sup>2</sup> Munis Dashboard is a robust centralized system of access and control available to users

<sup>3</sup> The cube function is a tool driven by Microsoft Excel (specifically, pivot table functions) allowing better data analysis