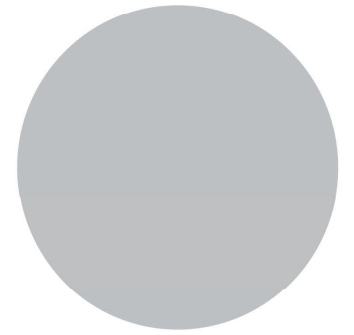




2022 Enterprise Risk Assessment Part II

Risk Mitigation Actions
DeKalb BOE Audit Committee
March 10, 2023



MAY 10 MEETING PRESENTATION & DISCUSSION

- PART II – ADDRESSING RISK AREAS
 - District and Divisional actions to address defined risks
 - Internal Audit actions to address risks within divisions
 - Including contracted engagements
 - Status of internal engagements

Risk Area Rankings

Highest to Lowest

1. Information Technology
 - Disaster Recovery
 - Cybersecurity
 - New technology integration
2. Procurement Processes
3. Staffing
 - Employee Retention
 - Talent Acquisition
4. Payroll Processing
 - ERP Implementation
5. Financial Reporting

Information Technology

DIIT Actions since July 2022:

- Disaster Recovery & Business Continuity
- Cybersecurity
- IT Governance

Information Technology

Internal Audits Actions since July 2022:

Device Inventory Process Mapping and Assessment

- Flow of materials – receiving through retirement
- Structure and staffing – DIIT and school-based
- Tracking and valuation software

Device Inventory Assessment

- Inventory counts by location and device status
- Inventory valuation

Procurement to Payment

Finance Division Actions since July 2022:

- **Contract Management**
 - Centralized contract repository. Assists in enforcement of contracts and legal sufficiency.
- **Vendor Services/Management**
 - VSS – outward facing portal for vendors to apply / keep information up to date
- **Physical Capital Assets Inventory**
 - Physical inventory completed at all locations, divisions and departments annually. Started in FY23. Retagged with barcodes that tie into Munis / Asset management system.
- **Segregation of Duties and Process Complexity**
 - Continuous review and improvement to better segregate duties / provide financial safeguards to protect against fraudulent activity.
 - Munis Workflow, logical access controls

Procurement to Payment

Internal Audits Actions since July 2022:

Improper Payments & Fraud and Process Complexity

- Comprehensive ESPLOST Audit (contracted – Plante Moran)
- Comprehensive ESSER Audit (contracted – FORVIS)

Fleet Operations Procurement Audit (Summer 2023)

- Internal Audit engagement

People (Staff Turnover)

Human Resources Actions since July 2022:

Retention Efforts

- Teachers
- Support Staff
- Classified Support Staff

Compensation & Classification Study

Payroll Processing

District Actions since July 2022:

ERP Conversion to Munis

- Hiring & Terminations workflow improvement
- PTO management
- Time reporting
- Segregation of duties

Financial Reporting

Finance Actions since July 2022:

Process Improvements

- Improved staffing and training of Reporting team members
- Revenue confirmations performed on all material revenue balances
- Use of GaDOE error-checking feature
- Improved reconciliation procedures among financial statement exhibits
- Accelerated timeline and improved coordination of the year-end close processes
- Improved internal control processes over general purpose external financial statement release

QUESTIONS AND DISCUSSION

