



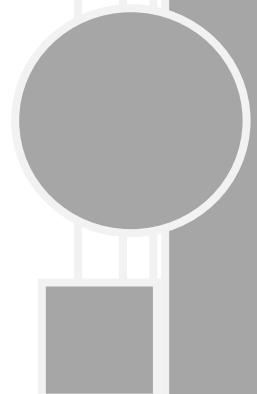
AUDIT REPORT

DALLAS COUNTY

FEDERAL FORFEITURE - CONSTABLE PCT 3 - FY2023

Wendwessen Stefanos, CPA
First Assistant County Auditor

ISSUED: 5/23/2024
RELEASED: JUNE 25, 2024



Federal Forfeiture - Constable Pct 3 - FY2023

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This report is intended for the information and use of the agency/department. While we have reviewed internal controls and financial reports, this review will not necessarily disclose all matters of a material weakness. It is the responsibility of the department to establish and maintain effective internal control over compliance with the requirements of laws, regulations, and contracts applicable to the department.



DALLAS COUNTY
COUNTY AUDITOR

MANAGEMENT LETTER

Honorable Henry Curry
Constable Precinct No. 3
Dallas, Texas

Attached is the County Auditor's final report entitled "**Federal Forfeiture - Constable Pct 3 - FY2023**" Report. In order to reduce paper usage, a hard copy will not be sent through in-house mail except to the auditee.

If you prefer that released reports be emailed to a different (or additional) recipient, please inform me of the name and the change will be made.

Respectfully,

wessen Stefanos

Wendwessen Stefanos, CPA
First Assistant County Auditor

EXECUTIVE SUMMARY

A review of fiscal year 2023 Constable Precinct No. 3's use of Federal Forfeiture funds was performed according to requirements contained in the Guide to Equitable Sharing for State and Local Law Enforcement Agencies (Department of Justice) and the Guide to Equitable Sharing for Foreign Countries and Federal, State, and Local Law Enforcement Agencies (Department of Treasury).

The Federal Equitable Sharing audit includes a review of the shared funds and property received from federal agencies and federal forfeiture expenditures by Dallas County agencies from October 1, 2022 through September 30, 2023. **The first three months of activities were during the term of the Honorable Benjamin Joe Adamcik.**

Summary of Significant Observations:

- None identified.

Repeat observations from Previous Audits:

- Items that were not located in prior audits remain missing during fiscal year 2023.

Only those weaknesses which have come to our attention as a result of the audit have been reported. It is the responsibility of the department management to establish and maintain effective internal control over compliance with the requirement of laws, regulations, and contracts applicable to the department.

INTRODUCTION

Dallas County Auditor's Office mission is to provide responsible, progressive leadership by accomplishing the following:

- Comply with applicable laws and regulations.
- Safeguard and monitor the assets of the County utilizing sound fiscal policies.
- Assess risk and establish and administer adequate internal controls.
- Accurately record and report financial transactions of the County.
- Ensure accurate and timely processing of amounts due to County employees and vendors.
- Set an example of honesty, fairness and professionalism for Dallas County government.
- Provide services with integrity.
- Work in partnership with all departments to resolve all issues of the County.
- Strive to utilize the latest efficient and effective technology in the performance of tasks.
- Provide technical support and training in the development, implementation, and maintenance of information systems.
- Hold ourselves accountable to the citizens of the County at all times.
- Be responsive to the elected officials and department heads of Dallas County.

The objectives of this audit are to:

1. Ensure compliance with statutory requirements
2. Evaluate internal controls
3. Verification of accuracy and completeness of reporting
4. Review controls over safeguarding of assets

This audit covered the period of October 1, 2022 through September 30, 2023.

The audit procedures may have included interviews with key process owners, observation of transactions processing, data analysis and sample testing of transactions. The main system used may have been reviewed and incorporated as part of the testing of transactions.



DETAILS

Inventory Review

Criteria

Per Dallas County Code Section 90-373, "All department heads and elected officials are responsible for maintaining property assigned to their department, proper inventory records, and making appropriate reports as required."

Uniform Grant Management Standards 2 CFR Section 200.313(d)(2) states, "A physical inventory of the property must be taken and the results reconciled with the property records."

Standard internal control procedures require that a physical inventory count is periodically performed. Additionally, inventory records should be complete and accurate.

Review

A review of all 155 items purchased with Federal Forfeiture funds revealed:

- 18 items with a purchase price totaling \$2,591.02 were not located during the inventory review performed on 10/02/23. This includes nine items that remain missing from prior audits.

Cause/Effect

Inconsistent supervisory review and incomplete inventory record-keeping controls have resulted in forfeiture equipment that cannot be located. This also increased the potential for the misappropriation of these assets. Further, noncompliance with Federal Forfeiture guidelines may result in termination from the forfeiture program as well as civil or criminal enforcement actions.

Recommendation

Inventory Review

Management should:

- Periodically conduct physical inventory of forfeiture equipment.
- Locate all missing Federal Forfeiture assets.
- Maintain a proper record of forfeiture equipment.
- Brief the Commissioner's Court on the nine items that remain missing.



Management Action Plan

The Dallas County Precinct 3 Constable will implement the following actions in an effort to minimize or eliminate the loss of inventory items:

- Investigate the misplacement or loss of current inventory items utilizing the resources available.
- Create a chain of custody for all items purchased with Federal Forfeiture funds to allow tracking of assignment or possession.
- Conduct a semi-annual review of the tracking and/or possession of items.

Auditor's Response

- None

cc: Darryl Martin, Commissioners Court Administrator