



INTEROFFICE MEMORANDUM

TO: Fulton County Board of Commissioners
FROM: Anthony Nicks, County Auditor *Anthony Nicks*
DATE: February 3, 2017
RE: State Court Treasury Division's Cash Handling Procedures-
Revised Management Responses dated 1-31-17

The Office of the County Auditor completed the audit for the State Court Treasury Division's Cash Handling Procedures on December 15, 2016. This report was released to the Board of Commissioners accordingly.

Following the release of the initial report and management response, the Honorable Judge Diane Bessen of State Court requested a meeting to review the findings of the audit. As a result of our further communication, Judge Bessen submitted a subsequent management response to be added to the initial response. Attached is her revised response in addition to a memorandum from my office that provides clarification to Judge Bessen on an item addressed in her revised management response.

If you have any questions or need additional information, please contact me at extension 21019. Thank you.

Attachment: State Court Treasury Division's Cash Handling Procedures- Revised Management Responses dated 1-31-17
Comments to Revised Response-Office of the County Auditor

Cc: Richard "Dick" Anderson, County Manager
The Honorable Judge Diane Bessen, State Court
LeNora Ponzio, Chief Clerk, State Court

REVISED RESPONSE TO 2015 INTERNAL AUDIT

TO: Commissioner Ellis
FROM: Diane E. Bessen, Chief Judge, State Court
DATE: January 31, 2017

A response was issued on December 9, 2016 of the Internal Audit conducted of State Court Finances. This is a further, updated Response:

1. Recommendation implemented.
2. Recommendation implemented.
3. Recommendation implemented.
4. Recommendation implemented.
5. Recommendation implemented.
6. A complete business process review is still underway to see how we can utilize Odyssey to better automate operations and reports. We have had meetings with IT to see how to best achieve this. The implementation of e-filing and electronic citations means the number of manual faults will continue to decrease. Management has been working with Odyssey representatives to ensure that all reports are useful and provide State Court's Treasury Division the data needed to complete timely reconciliations.
7. As stated above, Odyssey lacks the functionality (garnishments / litigant's account reports specifically) which causes State Court to complete a manual reconciliation each month for its disbursements. State Court is currently working with Fulton County IT and Odyssey representatives to complete a full assessment of the system inadequacies and to make all necessary adjustments to implement an automated financial system and also plans to use QuickBooks, as is done in Superior Court, to assist with these processes.
8. Recommendation implemented.
9. Recommendation implemented.
Additional internal controls have been implemented to ensure that all legal efforts are made to collect outstanding fees. The Audit infers that \$45,624 was not collected because of returned checks. This is however inaccurate. All but approximately \$1,900 was in fact collected by the county and collection methods were instituted at the time to attempt to collect this amount, but were not successful.

10. Recommendation implemented.

11. No longer a State Court matter.

While overseeing the Abandoned Motor Vehicle process, State Court did not execute any disbursements without a Judge's Order. This policy was implemented as a result of numerous fraudulent filings and external investigations led by the Department of Revenue as a result of these filings.

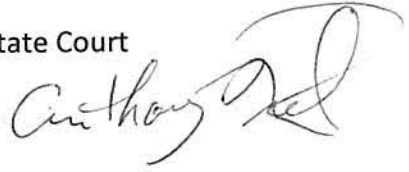
As of January 2016, State Court is no longer responsible for this process, and has taken the time to partner with Fulton County IT to troubleshoot Odyssey shortcomings in an effort to provide corrective recommendations to automate the process, which is now handled by Magistrate Court.

INTEROFFICE MEMORANDUM



TO: Diane E. Bessen, Chief Judge, State Court

FROM: Anthony Nicks, County Auditor



SUBJECT: Comments to Revised Response

DATE: February 3, 2017

The Office of the County Auditor has reviewed the Revised Response to the Audit of State Court Treasury Division's Cash Handling Procedures that was released on December 16, 2016. After reviewing your response, we would like to provide additional comments in an attempt to clarify a misinterpretation that was deemed inaccurate. The revised response indicates that the audit infers that \$45,624 was not collected because of returned checks. However, the report indicates that the \$45,624 represents the total amount of checks that were received and were later returned by the bank. The report also states:

"State Court failed to maintain a record of returned checks and establish a method for tracking the checks returned by the bank to the associated cases that had been filed. As a result, we were unable to determine the exact amount that had been recovered for each of the specific cases and ultimately unable to determine the exact number of cases that had been filed without receiving appropriate payment. In addition, we noticed that there were untimely attempts to recover the funds related to returned checks. Although the State Court Treasury Division made several attempts to contact the remitter to recover funds, we observed a significant time lapse in their recovery efforts."

We hope this clarifies any misconception regarding the returned checks. We look forward to continue to work with your to resolve this and any other issues regarding our report. If you have any questions or need additional information pertaining to this matter, please contact me at extension 21019. Thank you.

Cc: Bob Ellis, Commissioner, District 2
Richard "Dick" Anderson, County Manager
Sharon Whitmore, Chief Financial Officer
Lenora Ponzio, Chief Clerk, State Court



OFFICE OF INTERNAL AUDIT

Correspondence Subject: State Court Treasury Division-Addtl .Mgt. Response dated 1-31-17

Correspondence Dated: 2/3/2017

Document has been scanned and emailed
 Entered into Share Point
 Sent Correspondence to Dept. & Office Staff
 Entered into Correspondence Tracking

✓
✓
✓

DELIVERED TO:	SIGNATURE	DATE	COMMENTS
Chairman John Eaves District 7 At-Large			
Commissioner Liz Hausmann District 1 <i>Hardcopy & Scan/Email</i> Commissioner Hausmann, Edward Leidelmeijer & Denise Fraser			
Commissioner Bob Ellis District 2			
Commissioner Lee Morris District 3			
Commissioner Joan P. Garner District 4			
Commissioner Marvin S. Arrington, Jr. District 5			
Commissioner Emma I. Darnell District 6 <i>(2 copies)</i>			
Richard Anderson-County Manager			

Delivered By: Date: 2/3/17

Bailey, Brigitte

From: Bailey, Brigitte
Sent: Friday, February 03, 2017 1:44 PM
To: Hausmann, Liz
Cc: Leidelmeijer, Edward; Fraser, Denise
Subject: State Court-Treasury Division Cash Handling Procedures-REVISED Mgmt Responses
Attachments: State Court Tres Div Cash Handling-Revised Mgmt Resp. 1-31-17.pdf

Good afternoon. Please see the attached correspondence. Thank you.

Brigitte Bailey, MPA
Fulton County Government
Office of the County Auditor
141 Pryor Street, Suite 8052
Atlanta, GA 30303
404-612-7018 (phone)
404-335-5834 (e-fax)

-----Original Message-----

From: Brigitte.Bailey@fultoncountyga.gov [mailto:Brigitte.Bailey@fultoncountyga.gov]
Sent: Friday, February 03, 2017 1:35 PM
To: Bailey, Brigitte
Subject: Scan_Bailey, Brigitte_13_34_03-02-2017

Please find your scan attached to this Email.

Bailey, Brigitte

From: Bailey, Brigitte
Sent: Friday, February 03, 2017 1:48 PM
To: Bessen, Diane; Anderson, Dick; Ponzo, LeNora
Subject: State Court-Treasury Division Cash Handling Procedures-REVISED Mgmt Responses
Attachments: State Court Tres Div Cash Handling-Revised Mgmt Resp. 1-31-17.pdf

Good afternoon. Hope all is well. Please see the attached correspondence. Thank you.

Brigitte Bailey, MPA
Fulton County Government
Office of the County Auditor
141 Pryor Street, Suite 8052
Atlanta, GA 30303
404-612-7018 (phone)
404-335-5834 (e-fax)

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