

MOSS ADAMS LLP

Date: January 17, 2017
To: City of Santa Monica Audit Subcommittee
From: Mark Steranka
Subject: Internal Audit Status Report October 16, 2016 through January 15, 2017

Ambulance Billing Review:

- Schedule: November 1, 2015 through October 15, 2016.
- Activities for This Period: Presented final report to Audit Subcommittee on October 18, 2016.
- Activities for Next Period: none
- Issues: none

Benefits Billing and Reconciliation Review:

- Schedule: January 1, 2016 through December 31, 2016.
- Activities for This Period: Prepared draft and final reports.
- Activities for Next Period: none.
- Issues: none

Cash Handling Review

- Schedule: July 1, 2016 through December 31, 2016.
- Activities for This Period: Prepared draft and final reports.
- Activities for Next Period: none.
- Issues: none

Enterprise Risk Assessment:

- Schedule: August 1, 2016 through December 31, 2016.
- Activities for This Period: Prepared draft and final reports.
- Activities for Next Period: none.
- Issues: none

Policies and Procedures Validation:

- Schedule: August 1, 2016 through June 30, 2017.
- Activities for This Period: Identified remaining internal controls findings to be validated.
- Activities for Next Period: Review materials provided by City and validate findings as appropriate.
- Issues: none

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Supervisor Training:

- Schedule: September 1, 2016 through June 30, 2017.
- Activities for This Period: Prepared training materials and delivered training.
- Activities for Next Period: Possibly conduct a webinar to achieve broader coverage.
- Issues: none

Parking Contract Process review

- Schedule: December 15, 2016 through March 30, 2017.
- Activities for This Period: Conducted kickoff meeting.
- Activities for Next Period: Schedule and conduct fieldwork.
- Issues: none