

Status of Internal Audit Plan

FY 2017 – FY 2019

Office of Internal Audit

May 24, 2019



Board	Mtg Date	Item #
AUD	6.20.19	4A

Executive Summary

This report provides information on the status of the Biennial Internal Audit Plan for FY2017 - FY2019 (Plan) as of May 2019. Interim review was conducted in June 2018, and adjustments to the Plan were approved by the Audit Committee at the June 2018 Audit Committee meeting. The original Plan included 23 projects. The revised plan reduced the number of projects to 15. The changes were mainly in response to ETF risk profile changes and staff availability. Details of the original Plan and subsequent revision can be found on the following pages.

The Office of Internal Audit (OIA) is on target to complete 13 engagements included in the revised Plan and a previously deferred project, added back to the plan, by the end of FY2019. The two remaining information technology (IT) focused audits that will be included in the newly developed IT audit plan for FY2020 – FY2021.

Audit Plan Completion Rate

Original Plan	23
Revised Plan	
Cancelled Projects	-5
Deferred Projects	-3
Revised Plan as of June 2018	15
Completed Projects as of May 2019	13
Previously Deferred Project Added Back to the Plan*	1
	14
% of completion	93%
Outstanding Projects (IT projects)	2

*Project on track to be completed by June 30, 2019

Detailed Audit Plan Status

The table on this page and the following pages provide the status of audit projects planned for FY2017 and FY2019. It includes the interim update to the plan as of June 2018, and status as of May 2019.

Title	Type	Interim Update - June 2018	Status - May 2019	Comment
Pension Benefits				
Member Account Maintenance	Audit	Cancelled		Due to BAS
Employer Reporting Rollout 2 Process	Audit	Cancelled		Due to BAS
Long-term Disability Insurance Process	Audit	Deferred to New Plan Year	In Process	On target to be completed by June 30, 2019. Originally deferred pending completion of program redesign
Third Party Administrator Oversight	Consulting		Completed	
Benefits Calculation and Distribution	Agreed-upon Procedures		Completed	
Pension Estimates	Advisory		Completed	
Trust Finance				
Cash Receipts and Disbursements	Audit		Completed	
Earnings Allocation	Consulting	Deferred		Deferral was the result of reduced risk and staff availability
Effective Rate Calculation	Agreed-upon Procedures	Deferred		Deferral was the result of reduced risk and staff availability

Title	Type	Interim Update – June 2018	Status – May 2019	Comment
Procurement and Contract Administration				
Contract Administration	Audit	Changed to Consulting	Completed	
Purchasing Delegation	Audit	Cancelled		Low Risk
Invoice Processing	Audit		Completed	
Business Continuity and Information Technology				
BAS Data Conversion	Audit	Cancelled		Due to BAS
COOP Plan	Audit		Completed	
Information Security Incidents Response	Audit		Open	Will be carried over to the FY2020-2021 IT audit plan
IT Asset Management	Audit		Completed	Also completed follow-up audit on the previous Mobile Computing Audit
Information Security and Privacy				
Identity and Access Management	Consulting	Cancelled		Will be carried over to the FY2020-2021 IT audit plan
Social Engineering	Audit		Open	Will be carried over to the FY2020-2021 IT audit plan
Data Sharing with Vendor	Audit		Completed	Focused on contractual language, conducted as part of HIPAA compliance audit
HIPAA Privacy and Breach Notification Compliance	Audit		Completed	
Follow-up Audit				
Full File Compare	Follow-up Audit		Completed	
Health Insurance Eligibility	Follow-up Audit		Completed	
Income Continuation Insurance	Follow-up Audit		Completed	