

CHANCERY CLERK
Jackson County, Mississippi
TERRY MILLER
Post Office Box 998
PASCAGOULA, MISSISSIPPI 39568-0998
TELEPHONE 228-769-3499
FACSIMILE 228-769-3414

April 27, 2000

Office of the State Auditor
3750 I-55 North Frontage Road
Jackson, Mississippi 39211

Gentlemen:

The Jackson County Board of Supervisors respectfully submit the following corrective action plan for the year ended September 30, 1999.

The findings from the Schedule of Findings and Questioned Costs are discussed below. The findings are numbered consistently with the numbers assigned in the schedule. Section 1: Summary of Auditor's Results, does not include findings and is not addressed.

Section 2: Financial Statement Findings

99-1 Corrective Action

We are in the process of reviewing options for the finance accounting system to correct this problem.

Anticipated Completion Date

Undetermined

99-2 Corrective Action

This is currently being done for all bank accounts.

Anticipated Completion Date

October 1, 2000

99-3 Corrective Action

This department will request quarterly inspections of bookkeeping and accounting procedures to be performed by County Finance Manager Lyn Hunter or Chancery Clerk Terry Miller and/or his representative.

It is unfortunate that the previous administration did not correct the accounting procedures problem cited in the audit report. The current administration, which assumed office January 3, 2000, will take advantage of every means available to prevent such deviations in its procedures.

Anticipated Completion Date

Undetermined

99-4 Corrective Action Plan

The computer manager agrees with the recommendation provided by the audit department and we will make every effort to comply.

Anticipated Completion Date

Undetermined

99-5 Corrective Action Plan

The computer services department does not have the resources available at this time to correct the "access security" problem. It is the responsibility of the department heads to notify the computer department of a terminated employee. Even better would be the finance or the human resources department of furnish us with an "exit paper" or notification.

Anticipated Completion Date

Undetermined

Section 3: Federal Award Findings and Questioned Costs

99-6 Corrective Action Plan

We will periodically ask for copies of reporting documentation submitted to the grantor by the Jackson County Port Authority. The Port Authority does have yearly audits and we will review these audits for any findings and take corrective action on any audit findings.

Anticipated Completion Date

Immediately

If you have further questions or need more clarification please contact me at (228) 769-3131.

Sincerely,

Terry Miller
Chancery Clerk

Current Status :

We failed to request copies of reporting documentation, however, we did verify that the Port Authority has yearly audits performed. This grant has been completely closed out since the inception of the current Board of Supervisors' administration. The current Board of Supervisors is fully aware of it's responsibilities concerning subrecipient monitoring and intends to apply the recommended procedures to all future subrecipient grants.

If you have further questions or need more clarification, please contact me at (228) 769-3089.

Sincerely,

George Touart
County Administrator, Jackson County