



Office of the Washington State Auditor
Pat McCarthy

Accountability Audit Report

Clark County

For the period January 1, 2022 through December 31, 2022

Published September 21, 2023

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**Office of the Washington State Auditor
Pat McCarthy**

September 21, 2023

Board of County Councilors
Clark County
Vancouver, Washington

Report on Accountability

Thank you for the opportunity to work with you to promote accountability, integrity and openness in government. The Office of the Washington State Auditor takes seriously our role of providing state and local governments with assurance and accountability as the independent auditor of public accounts. In this way, we strive to help government work better, cost less, deliver higher value and earn greater public trust.

Independent audits provide essential accountability and transparency for County operations. This information is valuable to management, the governing body and public stakeholders when assessing the government's stewardship of public resources.

Attached is our independent audit report on the County's compliance with applicable requirements and safeguarding of public resources for the areas we examined. We appreciate the opportunity to work with your staff and value your cooperation during the audit.

Sincerely,

Pat McCarthy, State Auditor
Olympia, WA

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AUDIT RESULTS

Results in brief

This report describes the overall results and conclusions for the areas we examined. In those selected areas, County operations complied, in all material respects, with applicable state laws, regulations, and its own policies, and provided adequate controls over the safeguarding of public resources.

In keeping with general auditing practices, we do not examine every transaction, activity, policy, internal control, or area. As a result, no information is provided on the areas that were not examined.

About the audit

This report contains the results of our independent accountability audit of Clark County from January 1, 2022 through December 31, 2022.

Management is responsible for ensuring compliance and adequate safeguarding of public resources from fraud, loss or abuse. This includes the design, implementation and maintenance of internal controls relevant to these objectives.

This audit was conducted under the authority of RCW 43.09.260, which requires the Office of the Washington State Auditor to examine the financial affairs of all local governments. Our audit involved obtaining evidence about the County's use of public resources, compliance with state laws and regulations and its own policies and procedures, and internal controls over such matters. The procedures performed were based on our assessment of risks in the areas we examined.

Based on our risk assessment for the year ended December 31, 2022, the areas examined were those representing the highest risk of fraud, loss, abuse, or noncompliance. We examined the following areas during this audit period:

- Community Development – cash receipting, including timeliness and completeness of deposits, voids and adjustments, permit billing calculations, fire and safety inspections, and refund disbursements
- District Court – cash receipting including timeliness and completeness of deposits, voids and adjustments, third party cash receipting, IT user access, accounts receivable billing, trust account activity, and monthly reports review
- Assessor's Office – exemptions, uniform real property assessment, property tax roll-over, personal property, and statutory reporting guidelines
- Accounts payable – general disbursements, travel expenditures, and credit cards

- Payroll – gross wages, leave cash outs, benefit deductions, retroactive payments, overtime payments, and bonuses and incentive payments
- Cash receipting – cash counts and timeliness and completeness of deposits at various County locations
- Self-insurance for property and liability, health and welfare, unemployment, and workers compensation
- Procurement – public works, professional services, purchases, and purchasing exemptions
- County fair – review of cash receipting controls, facility rental fees, monitoring and use of petty cash funds, accounts payable including fair premiums and awards, general disbursements, credit cards, and payroll transfers
- Blake decision legal financial obligation refunds
- Medical Examiner – safeguarding of personal property
- Accounts receivable – Public Health permit billings
- Use of restricted funds – interfund transfers and County Road disbursements
- Cost allocation plans – equitable distribution of indirect costs for the Technology Equipment Repair and Replacement and General Liability Insurance funds
- Open public meetings – compliance with minutes, meetings and executive session requirements
- Financial condition – reviewing for indications of financial distress

RELATED REPORTS

Financial

Our opinion on the County's financial statements and compliance with federal grant program requirements is provided in a separate report, which includes the County's financial statements. That report is available on our website, <http://portal.sao.wa.gov/ReportSearch>.

That report includes a finding for a material weakness in internal controls over financial reporting regarding capital contributions.

Federal grant programs

We evaluated internal controls and tested compliance with the federal program requirements, as applicable, for the County's major federal programs, which are listed in the Schedule of Findings and Questioned Costs section of the separate financial statement and single audit report. That report is available on our website, <http://portal.sao.wa.gov/ReportSearch>.

Other reports

We issued a report on agreed-upon procedures performed at the County. That report is available on our website, <http://portal.sao.wa.gov/ReportSearch>.

INFORMATION ABOUT THE COUNTY

Clark County is located in southwest Washington with the Columbia River as its southern border. The County serves approximately 520,900 citizens with services including road construction, human services, public safety, civil and criminal courts, parks and recreation, planning and development and geographic information, and administers the Clark County Investment pool for the County and other jurisdictional governments within the county.

Clark County operates under a Home Rule Charter as a result of a vote of its citizens. The Legislative branch of the County consists of five County Councilors. The Councilors are elected at the district level and the county chair is elected by the council. For the 2022 fiscal year, the County has adopted an operating budget of approximately \$723 million and employs approximately 1,575 employees.

Contact information related to this report

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Information current as of report publish date.

Audit history

You can find current and past audit reports for Clark County at <http://portal.sao.wa.gov/ReportSearch>.

ABOUT THE STATE AUDITOR'S OFFICE

The State Auditor's Office is established in the Washington State Constitution and is part of the executive branch of state government. The State Auditor is elected by the people of Washington and serves four-year terms.

We work with state agencies, local governments and the public to achieve our vision of increasing trust in government by helping governments work better and deliver higher value.

In fulfilling our mission to provide citizens with independent and transparent examinations of how state and local governments use public funds, we hold ourselves to those same standards by continually improving our audit quality and operational efficiency, and by developing highly engaged and committed employees.

As an agency, the State Auditor's Office has the independence necessary to objectively perform audits, attestation engagements and investigations. Our work is designed to comply with professional standards as well as to satisfy the requirements of federal, state and local laws. The Office also has an extensive quality control program and undergoes regular external peer review to ensure our work meets the highest possible standards of accuracy, objectivity and clarity.

Our audits look at financial information and compliance with federal, state and local laws for all local governments, including schools, and all state agencies, including institutions of higher education. In addition, we conduct performance audits and cybersecurity audits of state agencies and local governments, as well as state whistleblower, fraud and citizen hotline investigations.

The results of our work are available to everyone through the more than 2,000 reports we publish each year on our website, www.sao.wa.gov. Additionally, we share regular news and other information via an email subscription service and social media channels.

We take our role as partners in accountability seriously. The Office provides training and technical assistance to governments both directly and through partnerships with other governmental support organizations.

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