STATE OF ILLINOIS
OFFICE OF THE
AUDITOR GENERAL
Christopher B. Meister, Auditor General

SUMMARY REPORT DIGEST

ILLINOIS EMERGENCY MANAGEMENT AGENCY AND OFFICE OF HOMELAND SECURITY

State Compliance Examination
For the Two Years Ended June 30, 2025

Release Date: July 21, 2026

FINDINGS THIS AUDIT: 18	New	Repeat	Total
Category 1:	**1**	**4**	**5**
Category 2:	**9**	**4**	**13**
Category 3:	**0**	**0**	**0**
TOTAL	**10**	**8**	**18**

FINDINGS LAST AUDIT: 10

AGING SCHEDULE OF REPEATED FINDINGS			
Repeated Since	**Category 1**	**Category 2**	**Category 3**
2023	**25-2, 25-4**	**25-9**	
2021	**25-5**	**25-7, 25-8, 25-16**	
2019	**25-1**		

SYNOPSIS

- (**25-01**) The Illinois Emergency Management Agency and Office of Homeland Security (Agency) did not exercise adequate controls over its receipts and refunds processing and accounts receivable reporting.

- (**25-03**) The Agency did not maintain adequate controls over its motor vehicles.

Category 1: Findings that are **material weaknesses** in internal control and/or a **qualification** on compliance with State laws and regulations (material noncompliance).

Category 2: Findings that are **significant deficiencies** in internal control and **noncompliance** with State laws and regulations.

Category 3: Findings that have **no internal control issues but are in noncompliance** with State laws and regulations.

FINDINGS, CONCLUSIONS, AND RECOMMENDATIONS

INADEQUATE CONTROLS OVER RECEIPTS AND ACCOUNTS RECEIVABLES

The Illinois Emergency Management Agency and Office of Homeland Security (Agency) did not exercise adequate controls over its receipts and refund processing and accounts receivable reporting. Some of the more significant issues are described below:

Inadequate Controls over Receipts Processing

Analysis of Fiscal Years 2024 and 2025 receipt data determined the Agency did not comply with statutory deposit timeframes:

Receipts deposited untimely

- Thirty-six of 45 receipts of $10,000 or more (80%) were not deposited on the day received.
- Twenty-three of 55 receipts exceeding $500 but less than $10,000 (42%) were not deposited within 48 hours.
- Ten of 692 receipts under $500 (1%) were not deposited on the 1st or 15th of the month, whichever was earlier.
- Twenty-six of 49,134 receipts with approved deposit extensions (0.05%) were not deposited within the required 7- or 14-day timeframe.

Inaccurate Accounts Receivable Reporting

We performed detailed accounts receivable testing on the following funds: the Radiation Protection Fund (067), the Nuclear Safety Emergency Preparedness Fund (796), and the Low-Level Radioactive Waste Facility Development and Operation Fund (942).

Quarterly Accounts Receivable Reports did not reconcile

During our testing of the accounts receivable reports, we noted that for 2 of 8 (25%) quarters tested, the past due receivables over 180 days per the *Quarterly Summary of Accounts Receivable – Aging of Total Gross Receivables* (Form C-98) did not agree with the *Quarterly Summary of Accounts Receivable – External Collections Activity for Accounts Over 180 Days Past Due* (Form C-99). The amount reported for "Total of Past Due Accounts over 180 Days" on the Form C-99 did not agree to the amount reported for "Over 180 Days" on the corresponding Form C-98. Differences ranged from understatements of $127,000 to $143,000.

Inadequate Controls over Delinquent Debts and Record Maintenance

During testing of accounts receivable, we noted the following:

Receivables with balances greater than $250 and more than 90 days past due were not posted in IDROP

- Fifteen (38%) of 40 accounts receivable with balances greater than $250 and more than 90 days past due, were not posted into the Comptroller's Illinois Debt Recovery Offset Portal (IDROP) System, as required.

Receivables over a year past due were not referred to IDOR Debt Collection Bureau

- Eighteen (45%) of 40 accounts receivable which were over a year past due, were not referred to the Illinois Department of Revenue's (IDOR) Debt Collection Bureau.

Receivables were not certified as uncollectible

- Five (13%) of 40 accounts receivable with balances of less than $1,000 and over a year past due were not certified as uncollectible by the Agency.

Receivables were not referred to and certified as uncollectible by the Attorney General

- Thirteen (33%) of 40 accounts receivable with balances greater than or equal to $1,000 and over a year past due, were not referred to and certified as uncollectible by the Attorney General.

Errors or payments were not removed from the receivable balance

- Four (10%) of 40 accounts receivable where fees were issued in error or were already paid were not removed from the receivable balance. (Finding 1, pages 11-16) **This finding has been reported since 2019.**

We recommended the Agency:

- Improve receipt processing and deposit compliance by ensuring accurate ERP entry, complete documentation, and timely deposits.
- Ensure timely, accurate reporting by reconciling Agency reports to Comptroller records.
- Enhance receivable management by timely posting, referral, certification, and routine monitoring of aging and collections.

Agency accepted

The Agency accepted the finding and recommendation.

INADEQUATE CONTROLS OVER MOTOR VEHICLES

The Agency did not maintain adequate controls over its motor vehicles.

Inaccurate and Incomplete Vehicle Inventory Records

During our testing, we identified inaccuracies in the Agency's vehicle inventory records. We noted the following:

Mileage records did not reconcile

- The beginning mileage for fifty-five vehicles in Fiscal Year 2025 did not match Fiscal Year 2024 ending mileage.

Vehicles included on the FY25 listing were not on the FY24 listing

- Six vehicles were included on the Fiscal Year 2025 listing but missing from the Fiscal Year 2024 listing.

Vehicles were removed from FY25 list without documentation

- Two vehicles were removed from the Fiscal Year 2025 listing without documentation of surplus, transfer, or disposal.

Untimely Vehicle Maintenance

During our review of maintenance records for nine vehicles, we noted the following:

Oil changes performed late

- Eight (89%) vehicles had their routine oil changes performed 275 to 11,784 miles beyond the allowed interval.

Tire rotations performed untimely

- Two (22%) vehicles had their tire rotations performed beyond the allowed interval.

Annual inspection not performed

- One (11%) vehicle did not undergo the required annual inspection during Fiscal Year 2024.

Untimely or Missing Licensure and Insurance Certifications

During our testing of nine individually assigned vehicles, we noted:

- Two (22%) did not submit the required annual licensure and insurance certifications (certifications) in Fiscal Year 2024.

- One (11%) did not submit the required certification in Fiscal Year 2025.

Certifications were not submitted timely

- Two (22%) did not timely submit their certifications for Fiscal Years 2024 and 2025. Days delayed ranged from 1 to 15 days.

Additionally, during our testing of five vehicles allowed for personal use, we noted:

- Two (40%) did not submit the required certifications in Fiscal Year 2024.

- Five (100%) did not timely submit their certifications for Fiscal Year 2025. Days delayed ranged from 6 to 27 days.

Failure to Submit Required CMS Individually Assigned Vehicle Reports

Assigned Vehicles Reports were not filed with CMS

The Agency did not submit the annual Individually Assigned Vehicles reports to CMS for both Fiscal Years 2023 and 2024, due in Fiscal Years 2024 and 2025, respectively. (Finding 3, pages 19-21)

We recommended the Agency strengthen controls over its motor vehicles to ensure vehicle records, maintenance, driver certifications, and CMS reporting are complete, accurate, timely, and fully compliant with applicable laws and requirements.

Agency agreed

The Agency agreed with this finding and recommendation.

OTHER FINDINGS

The remaining findings are purportedly being given attention by Agency personnel. We will review the Agency's progress towards the implementation of our recommendations in our next State compliance examination.

ACCOUNTANT'S OPINION

The accountants conducted a State compliance examination of the Agency for the two years ended June 30, 2025, as required by the Illinois State Auditing Act. The accountants qualified their report on State compliance for Findings 2025-001 through 2025-005. Except for the noncompliance described in these findings, the accountants stated the Department complied, in all material respects, with the requirements described in the report.

This State compliance examination was conducted by Adelfia LLC.

SIGNED ORIGINAL ON FILE

COURTNEY DZIERWA
Deputy Auditor General

This report is transmitted in accordance with Section 3-14 of the Illinois State Auditing Act.

SIGNED ORIGINAL ON FILE

CHRISTOPHER B. MEISTER
Auditor General

CBM:sdw