



STATE OF ILLINOIS
OFFICE OF THE
AUDITOR GENERAL

Frank J. Mautino, Auditor General

SUMMARY REPORT DIGEST

OFFICE OF COMPTROLLER
NONFISCAL OFFICER RESPONSIBILITIES

State Compliance Examination
For the Two Years Ended June 30, 2024

Release Date: May 13, 2025

FINDINGS THIS AUDIT: 4				AGING SCHEDULE OF REPEATED FINDINGS			
	New	Repeat	Total	Repeated Since	Category 1	Category 2	Category 3
Category 1:	1	0	1	2022		24-04	
Category 2:	0	3	3	2020		24-02, 24-03	
Category 3:	0	0	0				
TOTAL	1	3	4				
FINDINGS LAST AUDIT: 3							

SYNOPSIS

- (24-01) The Office failed to maintain adequate internal controls over State property.
- (24-02) The Office included inaccurate information in its Agency Workforce Report filed for fiscal years 2022 and 2023, and had not filed corrected Reports for fiscal years 2020 and 2021.

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

INTERNAL CONTROL WEAKNESSES OVER STATE PROPERTY

The Office of Comptroller (Office) failed to maintain adequate internal controls over State property.

**Several inconsistencies relating to
additions and deletions of State
property**

Upon our review of the Office's population of additions and deletions of State property, we noted several inconsistencies, including duplicate asset numbers with different descriptions and/or values. Additionally, we noted the descriptions and/or values did not agree to the respective Report of State Property (C-15) reports. Further, the Office was unable to reconcile the total population of assets reported to the Department of Central Management Services (CMS) to the ending balances on the C-15 reports. Therefore, we determined the Office's population was not sufficiently precise and detailed under the Professional Standards promulgated by the American Institute of Certified Public Accountants (AT-C § 205.36).

Property item could not be located

Even given the population limitations noted above, we selected a sample of 13 property items to determine the property was in the correct location and properly maintained in the Office's inventory system. As a result of our observation, we noted one (8%) item, a printer could not be located. Further discussion resulted in determining two printers, valued at \$238,040 each, were disposed of but had not been deleted from the property records.

Property records were not updated

Additionally, during review of the fiscal years 2023 and 2024 Certification of Inventory and Discrepancy Reports, we noted the Office:

**Certification of Inventory or
Discrepancy Report was not
completed**

- Did not complete or submit to CMS the Certification of Inventory or Discrepancy Report for fiscal year 2023.
- Submitted the Certification of Inventory and Discrepancy Report to CMS for fiscal year 2024, however, did not properly complete the Discrepancy Report. Specifically, the Certification of Inventory identified 41 un-located equipment items totaling \$63,638, however, the Discrepancy Report did not list any items. (Finding 1, pages 9-10).

**Certification of Inventory or
Discrepancy Report was inaccurate**

We recommended the Office strengthen internal controls over its property records to ensure an accurate list of property is maintained, including additions and deletions, and C-15 reports accurately reflect the Office's equipment. Additionally, we recommended the Office submit accurate Certification of Inventory and Discrepancy Reports to CMS as required by the Illinois Administrative Code.

Office agreed with auditors

Office officials agreed with the finding and recommendation and indicated the Office experienced a turnover in staff responsible for tracking inventory and preparing reports as well as the implementation of a new inventory tracking system. Office officials further indicated the new inventory system is operational, and staff have been trained on the use of the new system, including the development of required reports and tracking to ensure complete and accurate reporting to CMS and other required reporting.

**NONCOMPLIANCE WITH THE STATE
EMPLOYMENT RECORDS ACT**

**Agency Workforce Reports were
inaccurate**

The Office included inaccurate information in its Agency Workforce Report (Report) filed for fiscal years 2022 and 2023. Additionally, fiscal years 2020 and 2021 corrected Reports had not been filed with the Governor and Secretary of State.

The following errors were noted in the fiscal year 2022 Report:

**Errors in the employee number and
percentages in seven categories**

- The Office incorrectly reported the total number of employees and related calculated percentages in seven categories (African American male professionals, African American female professionals, Hispanic female professionals, physically disabled male professionals, physically disabled male contractors, physically disabled female contractors, and physically disabled females with income between \$60,000 - \$69,999).

**Errors in the total number of
employees and percentages in seven
categories**

- Errors in the number of employees reported caused the total number and/or calculated percentages in seven categories to be incorrect (total and percentage of physically disabled females, total professionals, percentage of female professionals, total minority professionals, percentage of Asian male professionals, percentage of Caucasian male professionals, and percentage of Caucasian female professionals).

**Errors in totals and percentages in
ten categories**

- The Office incorrectly reported the totals and/or percentages in ten categories, not related to the number of employee errors noted above (percentage of minorities with income between \$30,000 - \$39,999, percentage of minorities with income \$100,000+, percentage of total Hispanic females, percentage of Asian males with income \$100,000+, percentage of Caucasian males with income between \$60,000 - \$69,999, percentage of total Caucasian females, percentage of total Caucasian males promoted, percentage of total Caucasian females promoted, total and percentage of total physically disabled males, and percentage of physically disabled females with income between \$40,000 - \$49,999).

The following errors were noted in the fiscal year 2023 Report:

One error in totals and percentages

- The Office incorrectly reported the total number of physically disabled male professionals and as a result incorrectly reported the percentage in the same category.

Corrected fiscal years 2020 and 2021 Reports were not filed with the Governor and Secretary of State

Additionally, the prior year finding identified errors in the fiscal years 2020 and 2021 Reports. Therefore, the Office was required to file corrected Reports with the Governor and Secretary of State. The Office did not file the corrected Reports. (Finding 2, pages 11-12) **This finding has been reported since 2020.**

We recommended the Office implement procedures to ensure the Reports are prepared accurately, including a review process prior to submission of the Reports to the applicable parties. Further, we recommended the Office file corrected fiscal year 2020 through 2023 Reports with the Governor and the Secretary of State within 30 days after the release of this examination report.

Office agreed with the auditors

Office officials agreed with the finding and recommendation and indicated the corrected reports for fiscal years 2020 through 2023 were filed with the Secretary of State Index Department on February 14, 2025. Office officials further stated, to remedy the incorrect reporting and the data input errors moving forward, the process for retrieving employee data for the Report has been updated.

OTHER FINDINGS

The remaining findings pertain to personnel file deficiencies and failure to fulfill internal auditing requirements. We will review the Office'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 Office for the two years ended June 30, 2024, as required by the Illinois State Auditing Act. The accountants qualified their report on State compliance for Finding 2024-001. Except for the noncompliance described in this finding, the accountants stated the Office complied, in all material respects, with the requirements described in the report.

This State compliance examination was conducted by Sikich CPA LLC.

SIGNED ORIGINAL ON FILE

COURTNEY DZIERWA
Division Director

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

SIGNED ORIGINAL ON FILE

FRANK J. MAUTINO
Auditor General

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