



STATE OF ILLINOIS
**OFFICE OF THE
 AUDITOR GENERAL**

William G. Holland, Auditor General

SUMMARY REPORT DIGEST

LEGISLATIVE ETHICS COMMISSION

Compliance Examination
 For the Two Years Ended June 30, 2014

Release Date: October 15, 2015

FINDINGS THIS AUDIT: 2	AGING SCHEDULE OF REPEATED FINDINGS						
	New	Repeat	Total	Repeated Since	Category 1	Category 2	Category 3
Category 1:	0	0	0	2010		1	
Category 2:	0	2	2	2008		1	
Category 3:	0	0	0				
TOTAL	0	2	2				
FINDINGS LAST AUDIT: 2							

SYNOPSIS

- (14-01) The Commission did not timely prepare and file all required reports.

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.

{Expenditures and Activity Measures are summarized on next page.}

**LEGISLATIVE ETHICS COMMISSION
COMPLIANCE EXAMINATION
For the Two Years Ended June 30, 2014**

EXPENDITURE STATISTICS	2014	2013	2012
Total Expenditures*	\$ 120,765	\$ 104,894	\$ 112,604
OPERATIONS TOTAL.....	\$ 120,765	\$ 104,894	\$ 112,604
% of Total Expenditures.....	100.0%	100.0%	100.0%
Personal Services.....	108,489	93,934	101,942
Other Payroll Costs (FICA, Retirement).....	5,989	4,988	5,600
All Other Operating Expenditures.....	6,287	5,972	5,062
Total Receipts	\$ -	\$ -	\$ -
Average Number of Employees	2	2	2

*Note: The Office of the Legislative Inspector General and the Legislative Ethics Commission share an appropriation and expenditure data. In both Fiscal Years 2013 and 2014, both entities were reported under the Legislative Ethics Commission's agency code.

SELECTED ACTIVITY MEASURES (Not Examined)	2014	2013	2012
Number of allegations received.....	13	14	30
Number of investigations initiated.....	13	14	30
Number of investigations concluded.....	22	20	20
Number of total open investigations at year end....	0	9	15

AGENCY DIRECTOR	
During Examination Period:	Mr. Randy Erford
Currently:	Mr. Randy Erford

**FINDINGS, CONCLUSIONS, AND
RECOMMENDATIONS**

PROCEDURAL DEFICIENCIES

During our testing of the Legislative Ethics Commission (Commission), we noted procedural deficiencies. Some of the conditions we noted follow:

Required reports not filed timely

- The Commission submitted 2 of 2 (100%) Fiscal Control and Internal Auditing Act certifications for Fiscal Years 2013 and 2014 with the Office of the Auditor General 28 and 8 days late, respectively.
- The Commission submitted 1 of 2 (50%) inventory certifications with the Department of Central Management Services 99 days late.
- The Commission submitted 1 of 4 (25%) Travel Headquarters reports to the Legislative Audit Commission 73 days late. (Finding 1, pages 7-8). **This finding has been repeated since 2010.**

We recommended the Commission ensure all required reports are prepared and filed timely as required.

Commission agrees with auditors

The Commission agreed with our recommendation. *(For the previous Commission response, see Digest Footnote #1.)*

OTHER FINDING

The remaining finding regarding an inadequate segregation of duties is reportedly being given attention by the Commission. We will review the Commission's progress towards the implementation of our recommendations in our next engagement.

AUDITOR'S OPINION

We conducted a compliance examination of the Commission as required by the Illinois State Auditing Act. The auditors stated the Commission complied, in all material respects, with the requirements described in the report.



WILLIAM G. HOLLAND
Auditor General

WGH:cd

AUDITORS ASSIGNED

This examination was performed by the Office of the Auditor General's staff.

DIGEST FOOTNOTES

#1 – Procedural Deficiencies – Previous Office Response

2012: Accepted. Agency staff has documented improved diligence with regard to filing of external reports and will endeavor to achieve further improvements in compliance during FY2013 and thereafter. Notably, the agency will submit a FCIAA certification letter by May 1st of each year, similar to the letter submitted late during the current audit period. The agency will also file annually a Real Property Utilization Report, indicated that the agency does not own or control real property. Agency staff was unfamiliar with SAMS Procedure 11.40.20 which requires monthly expenditures reconciliations with Comptroller records. Despite no deficiencies noted with regard to the agency's financials, management will begin monthly (rather than periodic) financial reconciliations, as recommended.