



OFFICE OF AUDITOR OF STATE
STATE OF IOWA

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NEWS RELEASE

FOR RELEASE

October 5, 2016

Contact: Andy Nielsen
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The Office of Auditor of State today released a report on the Iowa Economic Development Authority for the year ended June 30, 2015.

The Authority's purpose is to enhance the economic development of Iowa and provide for job creation and increased prosperity and opportunities for citizens.

Mosiman recommended the Authority ensure information reported in its GAAP package is complete and accurate. In addition, the Authority should review controls over cash and investments to obtain the maximum internal control possible and ensure bank reconciliations are completed timely.

A copy of the report is available for review at the Iowa Economic Development Authority, in the Office of Auditor of State and on the Auditor of State's web site at <https://auditor.iowa.gov/reports/1660-2690-0R00>.

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**REPORT OF RECOMMENDATIONS TO THE
IOWA ECONOMIC DEVELOPMENT AUTHORITY**

JUNE 30, 2015

Iowa Economic Development Authority



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September 30, 2016

To Deborah V. Durham, Director of the Iowa Economic Development Authority:

The Iowa Economic Development Authority is a discretely presented component unit of the State of Iowa and, as such, has been included in our audits of the State's Comprehensive Annual Financial Report (CAFR) and the State's Single Audit Report for the year ended June 30, 2015.

In conducting our audits, we became aware of certain aspects concerning the Authority's operations for which we believe corrective action is necessary. As a result, we have developed recommendations which are reported on the following pages. We believe you should be aware of these recommendations, which include those reported in the State's Report on Internal Control as well as other recommendations pertaining to the Authority's internal control and compliance with statutory requirements and other matters. These recommendations have been discussed with Authority personnel and their responses to these recommendations are included in this report. While we have expressed our conclusions on the Authority's responses, we did not audit the Iowa Economic Development Authority's responses and, accordingly, we express no opinion on them.

This report, a public record by law, is intended solely for the information and use of the officials and employees of the Iowa Economic Development Authority, citizens of the State of Iowa and other parties to whom the Iowa Economic Development Authority may report. This report is not intended to be and should not be used by anyone other than these specified parties.

We would like to acknowledge the many courtesies and assistance extended to us by personnel of the Authority during the course of our audits. Should you have questions concerning the above matters, we shall be pleased to discuss them with you at your convenience. Individuals who participated in our audits of the Authority are listed on page 7 and they are available to discuss these matters with you.

Mary Mosiman
MARY MOSIMAN, CPA
Auditor of State

cc: Honorable Terry E. Branstad, Governor
David Roederer, Director, Department of Management
Glen P. Dickinson, Director, Legislative Services Agency

June 30, 2015

Findings Reported in the State's Single Audit Report:

No matters were noted.

Findings Reported in the State's Report on Internal Control:

Financial Reporting – The Authority records receipts and disbursements in the Integrated Information for Iowa (I/3) system throughout the year, including the accrual period. Activity not recorded on the I/3 system is reported to the Iowa Department of Administrative Services – State Accounting Enterprise (DAS–SAE) in a GAAP package. The GAAP package is to be submitted to DAS–SAE by the first week of September each year. The Authority understated the amount of contractual commitments by \$1,410,062. This was properly adjusted for reporting purposes.

Recommendation – The Authority should ensure the information reported is complete and accurate.

Response – The Authority will improve both the calculation and subsequent review of information reported to ensure information is correct.

Conclusion – Response accepted.

Other Findings Related to Internal Control:

Foundation Segregation of Duties – The Iowa Department of Economic Development Foundation is a separate, nonprofit corporation incorporated under Chapter 504A of the Code of Iowa. The purpose of the Iowa Department of Economic Development Foundation is “receiving and disbursing funds from public or private sources to be used to further the overall development and well-being of the State.” One individual is responsible for the following:

- (a) Bank Reconciliation – Bank statements are opened by an individual who signs checks and has access to the accounting records. Additionally, the bank reconciler does not have access to redeemed checks.
- (b) Investments – The individual responsible for the detailed record keeping of investments is not independent of the custodian. Investment records are not periodically inspected by an individual having no responsibility for the custody or record keeping of investments.

Additionally, bank accounts were not reconciled timely.

Recommendation – We realize segregation of duties is difficult with a limited number of office employees. However, control activities should be reviewed to obtain the maximum internal control possible under the circumstances. Bank statements and redeemed checks should be delivered, unopened, directly to the employee preparing the bank reconciliations. Bank account reconciliations should be prepared and reviewed by an independent person in a timely manner. Reviews should be performed by independent persons to the extent possible and should be documented by the reviewer's signature or initials and the date of the review.

Response – The Authority will seek approval from the Foundation Board to add another designee to manage and review financial information. This person would have authority to review and act as custodian of investments and have access to other Foundation records as necessary for review including the independent review of bank reconciliations.

Conclusion – Response accepted.

June 30, 2015

Findings Related to Statutory Requirements and Other Matters:

Targeted Small Business (TSB) – Section 73.16(2)(b) of the Code of Iowa requires the director of an agency or department to provide a report within fifteen business days following the end of the calendar quarter to the targeted small business marketing and compliance manager of the Economic Development Authority providing the total dollar amount of certified purchases from certified targeted small businesses during the previous calendar quarter. The Authority did not report the total dollar amount of certified purchases from certified targeted small businesses quarterly as required by Code of Iowa.

Recommendation – The Authority should report the total dollar amount of certified purchases from certified targeted small businesses quarterly as required by Section 73.16(2)(b) of the Code of Iowa.

Response – The Authority will improve procedures related to TSB purchases to ensure the reports are submitted according to the timeline specified in Section 73.16(2)(b) of the Iowa Code.

Conclusion – Response accepted.

Report of Recommendations to the Iowa Economic Development Authority

June 30, 2015

Staff:

Questions or requests for further assistance should be directed to:

Deborah J. Moser, CPA, Manager
Jenny M. Podrebarac, Senior Auditor II
Andrew E. Nielsen, CPA, Deputy Auditor of State

Other individuals who participated in the audits include:

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