



OFFICE OF AUDITOR OF STATE
STATE OF IOWA

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Mary Mosiman, CPA
Auditor of State

NEWS RELEASE

FOR RELEASE

August 17, 2015

Contact: Andy Nielsen
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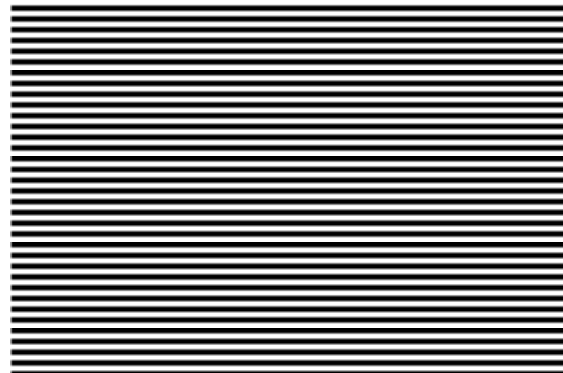
Auditor of State Mary Mosiman today released a report on the Iowa State Civil Rights Commission for the year ended June 30, 2014.

The Iowa State Civil Rights Commission is charged with investigating, holding hearings and rendering decisions on any complaints of unfair or discriminatory practices in public accommodations, employment, credit, housing, apprenticeship programs, on-the-job training programs and vocational schools on the basis of age, race, creed, color, sex, religion, national origin or disability and with planning and conducting programs designed to eliminate racial, religious, cultural and intergroup tensions.

Mosiman recommended the Commission improve compliance over depositing funds timely and ensuring regular attendance of the Commissioners. The Commission's responses to the recommendations are included in the report.

A copy of the report is available for review at the Iowa State Civil Rights Commission, in the Office of Auditor of State and on the Auditor of State's web site at <http://auditor.iowa.gov/reports/1560-1670-0R00.pdf>.

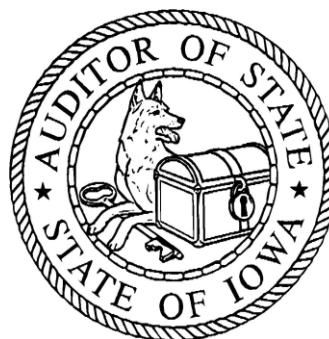
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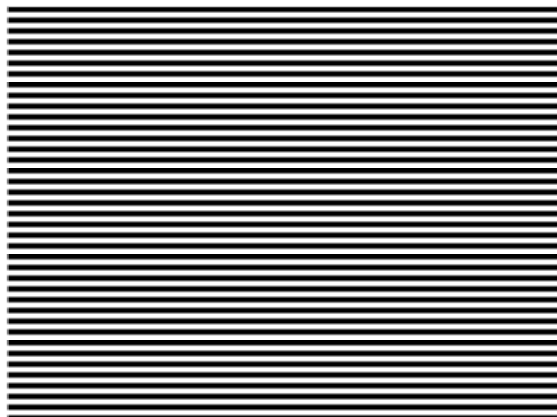
**REPORT OF RECOMMENDATIONS TO THE
IOWA STATE CIVIL RIGHTS COMMISSION**

JUNE 30, 2014

Office of
**AUDITOR
OF STATE**
State Capitol Building • Des Moines, Iowa



Mary Mosiman, CPA
Auditor of State





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August 11, 2015

To Kristin Johnson, Executive Director of the
Iowa State Civil Rights Commission:

The Iowa State Civil Rights Commission is a part 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, 2014.

In conducting our audits, we became aware of certain aspects concerning the Commission's operations for which we believe corrective action is necessary. As a result, we have developed recommendations which are reported on the following page. We believe you should be aware of these recommendations which pertain to the Commission's compliance with statutory requirements and other matters. These recommendations have been discussed with Commission personnel and their responses to these recommendations are included in this report. While we have expressed our conclusions on the Commission's responses, we did not audit the Iowa State Civil Rights Commission'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 State Civil Rights Commission, citizens of the State of Iowa and other parties to whom the Iowa State Civil Rights Commission 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 Commission 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 Commission are listed on page 5 and they are available to discuss these matters with you.

Mary Mosiman
Mary Mosiman, CPA
Auditor of State

Warren Jenkins
WARREN G. JENKINS, CPA
Chief Deputy Auditor of State

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

Report of Recommendations to the
Iowa State Civil Rights Commission

June 30, 2014

Findings Reported in the State's Single Audit Report:

No matters were noted.

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

No matters were noted.

Other Findings Related to Internal Control:

No matters were noted.

Findings Related to Statutory Requirements and Other Matters:

- (1) Receipt Deposits – Chapter 12.10 of the Code of Iowa requires monies received be deposited within ten days of collection. Eleven of fourteen checks tested were not deposited timely.

Recommendation – The Commission should ensure all receipts are deposited within ten business days in accordance with Chapter 12.10 of the Code of Iowa.

Response – The Commission will review its receipt process and ensure all receipts are deposited within ten days.

Conclusion – Response accepted.

- (2) Commissioner Attendance – The Commission consists of seven members appointed by the Governor. According to Chapter 69.15 of the Code of Iowa, any person who has been appointed by the Governor to any commission shall be deemed to have submitted a resignation if the person does not attend three or more consecutive regular meetings or the person attends less than one-half of the regular meetings within any period of twelve calendar months beginning on July 1 or January 1. The attendance of one member of the Commission did not comply with these attendance requirements.

Recommendation – The Commission should take the necessary steps to comply with Chapter 69.15 of the Code of Iowa.

Response – Discussions have been held with the Commissioner regarding regular attendance. We attribute the missed meetings to miscommunication, due primarily to the difficulties we had with personal email accounts. We have since secured State email accounts for all Commissioners and have instructed them to use their State email accounts exclusively for conducting/communicating the work of the Commission. We have contacted the Governor's Office regarding the attendance of the Commissioner and the Governor wants the Commissioner to stay on as a Commissioner. Since this issue has been brought to our attention, we will be monitoring attendance for all of our Commissioners to ensure attendance is in accordance with the Code of Iowa.

Conclusion – Response accepted.

Report of Recommendations to the
Iowa State Civil Rights Commission

June 30, 2014

Staff:

Questions or requests for further assistance should be directed to:

Timothy D. Houlette, CPA, Manager
Megan E. Irvin, Staff Auditor
Andrew E. Nielsen, CPA, Deputy Auditor of State

Other individuals who participated in the audits include:

Marcus B. Johnson, Assistant Auditor