

State of Washington
 Status of Audit Resolution
 December 2019

Tacoma Community College

Agency 678

Audit Report	Finding Number	Finding and Corrective Action Status
1023607	2018-001	<p>Finding: The College did not have adequate internal controls over cash receipting and local funds to ensure adequate safeguarding of public funds.</p> <p>Corrective Action: The College concurs with the finding.</p> <p>To address the auditor’s recommendations, the College has implemented the following corrective actions:</p> <ul style="list-style-type: none"> • Since the conversion to the ctcLink system in fiscal year 2016, the College has been working on resolving the issue of correctly recording cash deposits in the system on a timely basis. This issue often caused delays in recording and processing deposits within the 24-hour required timeframe. As of June 2017, the College had resolved the system issue and is now in compliance with the cash receipt requirement as outlined in the state accounting and administrative manual. • With only one fiscal technician responsible for preparing bank deposits for the College Bookstore, some deposits were not done timely during the employee’s absences. There were also isolated instances when cash deposits were delayed due to reconciliation problem with the deposit and the sales report. As of May 2019, the bookstore manager has provided additional training and cross-trained other bookstore staff as back-up to ensure compliance with the cash-receipting requirement. <p>The conversion to ctcLink has also caused other systemic technical and functional issues. The College has been working on correctly reconciling the general ledger with the bank statements.</p> <p>In November 2017, the College identified a \$4 million unreconciled account balance for fiscal year 2017 and notified the State Board for Community and Technical Colleges (SBCTC). SBCTC subsequently took the lead in reconciling the College’s accounting records and other reporting anomalies of the cTcLink system.</p> <p>As of September 2019, after additional analysis and reconciliation of some balance sheet accounts, the \$4 million account imbalance for fiscal year 2017 was accounted for.</p> <p>The College also identified the proper process of correctly reconciling the general ledger with bank statements, and will continue to work with SBCTC to resolve any outstanding reconciliation issues.</p> <p>Completion Date: November 2019, subject to audit follow-up</p> <p>Agency Contact: Nermalyn Edwards Assistant Director of Financial Services 6501 South 19th Street Tacoma, WA 98466 (253) 566-5013 NEdwards@tacomacc.edu</p>