

## Status of Resolution of Reported Frauds

December 2007

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**Green River Community College (GRC)**

**Agency: 649**

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**Audit Report:** 6668

**Finding Number:** 001

**Finding:** Green River Community College's Help Center's internal controls were inadequate to ensure all employees were paid only for hours worked.

**Fraud Amount:** Unable to determine

**Recovery to Date:** No Recovery

**Resolution/Status:** The following steps were completed by August 2007:

- Reassigned the Help Center supervisor to a non-supervisory position.
- Instituted a tracking system for tutor schedules.
- Revised the policy so tutors may not work when library is closed.
- Implemented job descriptions and pay scales for tutors.
- Installed bar-code scanners to track tutor hours. The scanners are installed, but not yet functioning. Tutor time is being tracked by a manual system until the scanners become active which is planned for January 2008.

**Criminal Action Taken:** The auditor referred this matter to the King County Prosecuting Attorney for action deemed appropriate. The College is not aware of any action on this item.

**Personnel Action Taken:** The Help Center supervisor was issued a disciplinary letter by the College on April 11, 2007. As a result of the disciplinary action, the Help Center supervisor was demoted, effective May 1, 2007, to a program coordinator in a different unit with no supervisory or budget responsibilities.

The auditor referred this matter to the Washington State Executive Ethics Board for action deemed appropriate. The College is not aware of any action on this item.

**Amount to be Recovered:** No Recovery

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