



## COUNTY OF PLACER

## OFFICE OF AUDITOR-CONTROLLER

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August 2, 2021

Ms. Becky Correa, Administrative and Fiscal Operations Manager  
Placer County Department of Public Works  
3091 County Center Drive, Suite 220  
Auburn, CA 95603

Re: Countywide Procurement Card Program Monitoring Review

Dear Ms. Correa:

The Internal Audit Division of the Auditor-Controller's Office routinely reviews and/or audits the Procurement Card purchases. The objective of this monitoring review was to review Procurement Card usage during the statement period from September 26, 2020 through December 18, 2020 for compliance with County policies.

We reviewed a sample of the Department of Public Works' (Department) Procurement Card purchases and related documentation files to ensure the Department's compliance with current policies and procedures, and to determine if adequate internal controls are in place and operating as designed. Based on our monitoring review, we determined that the Department's processes and internal controls over Procurement Card purchases are operating effectively as designed.

We appreciate the courtesy and cooperation of the Department's staff throughout the course of the review.

Respectfully,

Nicole C. Howard, CPA  
Assistant Auditor-Controller

cc: Ken Grehm, Director of Public Works/Road Commissioner  
Dena Beyer, Administrative and Fiscal Officer II  
Brett Wood, Purchasing Manager, County Executive Office  
Placer County Audit Committee