

## **REPORT DIGEST**

### **ILLINOIS COMMERCE COMMISSION FINANCIAL AND COMPLIANCE AUDIT (In Accordance with the Single Audit Act of 1984, and OMB Circular A-128) FOR THE TWO YEARS ENDED JUNE 30, 1995**

#### **SYNOPSIS**

- The Commission's property control records did not agree with the property records maintained by the State Comptroller's Office. An unreconciled difference of \$80,000 existed as of June 30, 1995.
- The Commission's Internal Audit Department did not comply with the Fiscal Control and Internal Auditing Act (30 ILCS 10/2005).

## **FINDINGS, CONCLUSIONS, AND RECOMMENDATIONS**

### **PROPERTY CONTROL**

The Commission's property control records did not agree with the property records maintained by the Comptroller's Office, although they did agree with Central Management Services' records. At June 30, 1995 an unreconciled difference of approximately \$80,000 existed between the Commission's property control records and those of the Comptroller's Office. The Commission's property control records were last reconciled at December 31, 1994. (Finding 1, page 7)

We recommended the Commission implement the necessary controls to insure its property control records are accurate and agree with the Comptroller's records.

The Commission concurred with the finding. The Commission stated it is in the process of filling a fiscal officer position in the Administrative Services Division. The Commission believes this will allow sufficient time for its staff to perform all inventory and property control reconciliation activities in a timely and consistent manner.

### **INTERNAL AUDIT**

The Commission's Internal Audit Department did not comply with certain provisions of the Fiscal Control and Internal Auditing Act (30 ILCS 10/2005) and related standards. We identified several areas of noncompliance. The internal auditor and assistant had not completed the required amount of continuing professional education, The Department's library was not current and statistical auditing procedures used were not in accordance with professional standards. In addition, the conclusions reached as a result of the statistical procedures were not documented. (Finding 2, page 8)

We recommended that additional funds be allocated to the Internal Audit Department to allow for proper maintenance of the library and for sustaining continuing professional education.

The Commission stated it concurred with the finding and reported the Internal Audit Department will prepare a budget for continuing professional education, and the Chairman will attempt to allocate the necessary resources. Current editions of the required standards have been ordered, and the statistical auditing procedures employed by the Internal Audit Department will be augmented to comply with the standards.

### **AUDITORS' OPINION**

Our auditors state the June 30, 1995 and 1994 financial statements of the Commission are fairly presented.

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WILLIAM G. HOLLAND, Auditor General  
WGH:BAR:pp

## **SUMMARY OF AUDIT FINDINGS**

Number of This Audit Prior Audit

Audit Findings 23

Repeated Audit Findings 01

Prior Recommendations Implemented  
or Not Repeated 32

## **SPECIAL ASSISTANT AUDITORS**

Our special assistant auditors for this audit were Doehring, Winders & Co.

**ILLINOIS COMMERCE COMMISSION**  
**COMPLIANCE AUDIT**  
**For The Two Years Ended June 30, 1995**

<b>EXPENDITURE STATISTICS</b>	<b>FY 1995</b>	<b>FY 1994</b>	<b>FY 1993</b>
● <b>Total Expenditures (All Funds)</b>	<b>\$21,857,591</b>	<b>\$22,839,052</b>	<b>\$23,488,621</b>
<u>OPERATIONS TOTAL</u> % of <b>Total</b> Expenditures	\$21,836,212 99.9%	\$22,804,251 99.8%	\$23,478,499 99.9%
Personal Services % of Operations Expenditures Average No. of Employees	\$14,637,706 67.0% 345	\$14,959,549 65.6% 392	\$14,488,401 61.7% 387
Other Payroll Costs (FICA, Retirement) % of Operations Expenditures	\$3,945,551 18.1%	\$3,961,782 17.4%	\$4,010,428 17.1%
Contractual Services % of Operations Expenditures	\$1,687,384 7.7%	\$1,952,330 8.5%	\$1,970,404 8.4%
All Other Operations Items % of Operations Expenditures	\$1,565,571 7.2%	\$1,930,590 8.5%	\$3,009,266 12.8%
<u>REFUNDS TOTAL</u> % of <b>Total</b> Expenditures	\$21,379 .1%	\$34,801 .2%	\$10,122 .1%
● <b>Cost of Property and Equipment</b>	<b>\$4,415,000</b>	<b>\$4,690,000</b>	<b>\$4,513,000</b>

<b>SELECTED ACTIVITY MEASURES</b>	<b>FY 1995</b>	<b>FY 1994</b>	<b>FY 1993</b>
●Dockets Filed	583	475	459
●Dockets Closed	599	420	462
●Hearings Held	1,002	856	980
●Hazardous Material Inspections	13,275	18,104	21,240

<b>AGENCY DIRECTOR(S)</b>
During Audit Period:Mr. Phillip Gonet (July 1, 1993 to July 31, 1994) Ms. Josephine Simmons (August 1, 1994 to May 31, 1995) Mr. Charles Fisher (June 1, 1995 to June 30, 1995) Currently: Mr. Charles Fisher