

Most Common Recommendations

The following list includes 5 most common recommendations identified by DIA each year.

2024	Type of Recommendation	Recommendation
1	Policy	Establish (or update) a written policy and procedure manual for current operations and obtain Administrative Rules Board approval.
2	Monitoring Control	Verify that all invoices comply with grant requirements and contractual rates before payment.
3	Compliance	Establish procedures and update policies to ensure conformance with the County Code and Ohio Revised Code.
4	Reconciliations	Implement reconciliations of County transactions, including disbursements and receipts, across county systems.
5	Transparency	Ensure the approving authority has complete and accurate information before approving contract amendments, including material changes to contracts.

Total Recommendations in 2024 **80**

2023	Type of Recommendation	Recommendation
1	Policy	Establish (or update) a written policy and procedure manual for current operations and obtain Administrative Rules Board approval.
2	Reconciliations	Ensure cash and checks are deposited promptly and perform periodic reconciliations between the County's financial system and the departmental system.
3	Monitoring Grant Compliance	Oversee grant compliance by tracking all requirements, verifying allowable expenses, and maintaining supporting documentation.
4	Accurate Inventory	Require dual sign-off upon receipt of orders to confirm delivery, proper recording, and inventory security.
5	Best Practice	Assess departmental training needs and provide opportunities that support career development.

Total Recommendations in 2023 **136**