

# The Auditor's Report

Travis County Auditor's Office Newsletter



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## Posts from Patti



As many of you know, I was recently appointed the County Auditor taking over after Nicki Riley's resignation. In this time of transition, I want to let everyone know that we will be operating 'business as usual'. There may be a few changes and adjustments, but I am confident that there will be minimal disruptions because we have a strong, committed team in place.

I also wanted to take a moment to thank Nicki for her service to the County and for building and leaving me with such a great legacy. Hers will be big shoes to fill and we all will miss her energy, enthusiasm, and fun loving attitude.

I am grateful for this opportunity and look forward to what lies ahead.

*Patti Swick*

## *Congratulations!*

***The following Auditor's Office personnel have received promotions for FY19:***

- |   |  |
|---|--|
| <b>David Jungerman</b> -Chief Asst. Auditor II        | <b>Kathryn Madden</b> -Chief Asst. Auditor II    |
| <b>Holly Huff</b> -Auditor/Analyst III                | <b>Woody Whitten</b> -Auditor/Analyst IV         |
| <b>Travis Lee</b> -Auditor/Analyst II                 | <b>Beth Adams</b> -Auditor/Analyst IV            |
| <b>Vanessa Robles</b> -Auditor/Analyst V              | <b>John Gomez</b> -Auditor/Analyst V             |
| <b>Atif Syed</b> -Application Architect II            | <b>Tracy Leblanc</b> -Business Analyst II        |
| <b>Janek Niefeldt</b> -App Security Architect I       | <b>Thruna Shanmuga</b> -Application Architect II |
| <b>Jennifer Proctor-Romero</b> -Associate Auditor III |  |

# Employee News

## The Auditor's Office:

- ◆ Congratulates **Kelly Allen**, who has taken on a new assignment, supervising the General Ledger/ Disbursements Auditing group as well as the Financial Systems Integration & Reporting (FSIR) group.
- ◆ Welcomes **Raquelle Gonzalez**, who joins the Administrative Division as the 11th floor Office Specialist.
- ◆ Congratulates **TaQuila Moskwa** on her promotion to Associate Auditor in the GL/Disbursements Division.
- ◆ Welcomes **Rhett Perry** to his new assignment with the Consolidations & Financial Reporting group. He was previously with FSIR.



## Holiday Payment Processing Schedule

With the County's holiday schedule, the Commissioners Court (CC) will not be meeting on Tuesday December 25th or January 1st to approve payments. The last 2018 payment will be on December 18th and the first 2019 payment will be on January 3rd.

**See the calendar below for important deadlines.**

Disbursement Auditing December/January Payment Cycles						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
December 9	10	11	12	13	14	15
		<b>Invoice Deadline (5:00 PM) – for the 18<sup>th</sup> payment cycle</b>				
16	17	18	19	20	21	22
		<b>Final 2018 Payment Approval (CC)</b>			<b>Invoice Deadline (5:00 PM) – for the January 3rd payment cycle</b>	
23	24	25	26	27	28	29
						
30	31	January 1	2	3	4	5
				<b>First 2019 Payment Approval (CC)</b>		

# Travis County Super Star “Shout Outs”

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**Patrick Kutac**—ITS for ensuring single sign on works with Success Factors.

**Brett Turcotte**—ITS for his responsiveness and support to ensure a successful Learning system roll-out.

**Chris Cooper**—Civil Courts and **Joseph Kertz**—Criminal Courts for their help in creating new functionality that allows the Courts’ interface to accept and process PO goods receipts and invoices.

## Payroll Year-End Deadlines Are Coming

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Avoid the ‘naughty list’ - help us meet year-end Payroll processing deadlines

**SANTA'S LIST**

naughty	nice
<p><b>Misses Payroll Deadlines</b></p> 	<p><b><u>December 14th</u>*/15th: Completes timesheet entry *if shift ends on 14th</b></p> <p><b><u>December 17th:</u> Completes time approvals</b></p> <p><b><u>December 28th:</u> Submits request for manual or replacement check</b></p> <p><b><u>December 31st:</u> Signs up for electronic W2 (ESS)</b></p>

In crucial things, unity. In important things, diversity. In all things, generosity."

– George H.W. Bush, President

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# Audit Schedule

## Upcoming Reviews

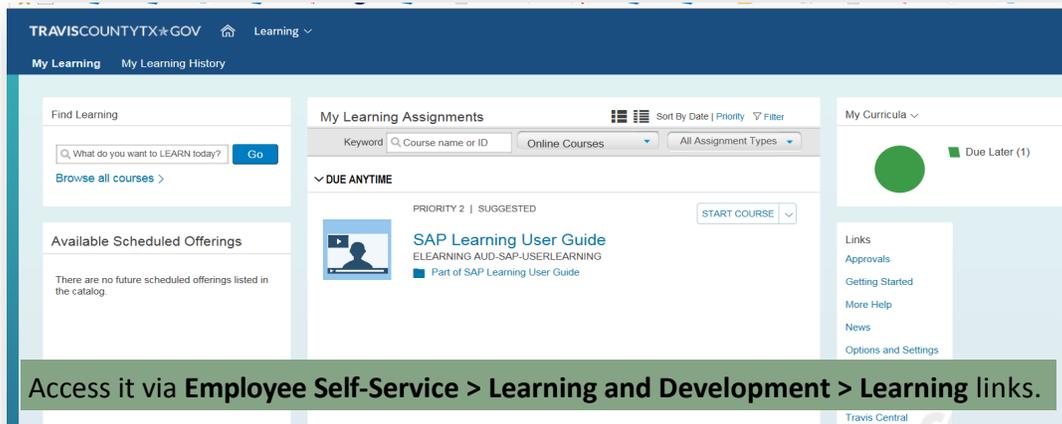
Tax Office Vehicle Inventory Tax	Constable 5 (Abandoned Vehicle)
JP3 Exit Audit	HHS Permits
TCSO Abandoned Vehicles/Livestock	Investment Management Office
LEOSE	Online banking access review



## SAP — Learning is Live

SAP's Learning system went live on November 9th. With it, you can:

find/enroll in County training...see required training...take online training at your desk...view training history



Did you know that since November SAP Learning has...

- ◆ 77 Instructor-led learning items
- ◆ 360+ classes scheduled (instructor-led learning)
- ◆ 152 eLearning courses
- ◆ Employee (and supervisor) notifications for required training that is overdue or will be overdue in 30 days

Existing SAP Learning System Training	Departments going "live" soon
Auditor—SAP training	Juvenile Probation
HRMD	Tax Office
Sheriff's Office	CSCD
STAR Flight	ITS

It just keeps growing and expanding as more courses are added —so check it out!

# November 15th Thanksgiving Potluck—Yum!

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# UNITED IN GIVING 2018

On October 19th, the Auditor's Office kicked off its **United in Giving** campaign with a breakfast followed by fundraising games and sign-ups for other fund raisers. We heard from County coordinators **Andromeda Roberts** and **Laura Seaton** as well as speakers from **United Way (Dawn Dao)** and from our spotlight designated charities—**Caritas (Melissa Ortiz)** and **SAFE (Jacqueline Smith-Francis)**.

A big thank you to our **Office campaign coordinators** for planning such an awesome event!



Janice Rosemond



Taquila Moskwa



Carlos Meda

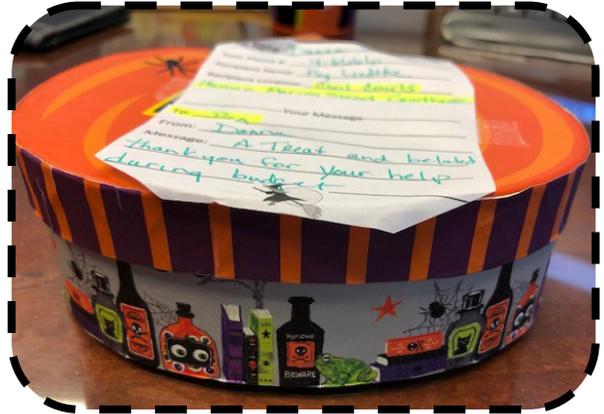


# United In Giving Activities

## Trick or Treat Grams Benefiting United Way

Employees sent 'Trick or Treat' grams of candy to fellow employees. The Auditor's Office staff packaged and delivered these throughout the County on Halloween.

**This fundraiser netted \$1,050.**



## Bake Sale Benefiting Caritas Vets' Programs

Auditor staff donated baked goods for our sale on November 6th. The generosity of County staff and visitors made this fundraiser a success. Thank you to all veterans for your service and sacrifice.

**This fundraiser netted \$400.**

## Angel Tree — Salvation Army

Staff selected and bought gifts for **29 children** to make their holiday a little brighter.





# Upcoming United In Giving Events

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## Dart Bowling Benefiting SAFE Alliance



On December 7th, various staff are bowling for SAFE Alliance. Approximately 1/2 of each team's entry fees, will be donated to SAFE Alliance. Team members who signed up include: **DeDe Flanagan, Tonya Mills, Janice Rosemond, Cynthia Sayles, Carlos Meda, Cameron Van Noy, Ely Allen, Jennie Ballard, Jason Niedzwiedz, Woody Whitten, Kelly Allen, Holly Huff, Kathryn Madden, and Cathy Sefcik.**

I'm sure we will be *bowled* over by the results—they will have energy to *spare* and one team will *strike* pay dirt with bragging rights.



## BINGO Benefiting United Way

Our *United in Giving* campaign wraps up on **December 14th** with our Office Holiday Party and Bingo. Five games total will be played. Employees can purchase a card for \$5, with all proceeds going to United Way.

Along with the Bingo, there will be an ugly sweater contest and a cookie exchange. Our special thanks to all who have coordinated and participated in our activities, making them a success!

## Meet the Auditor's Office

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# Meet Joanne

Joanne Englund, a Financial Auditor Analyst VI with the Risk Evaluation & Consulting Division is a senior auditor who is responsible for all aspects of an audit -from audit planning to writing the audit report. She is a UT grad in accounting and worked in a variety of business settings including Sony Pictures in New York and Los Angeles before joining the Auditor's Office.



Joanne has been married to husband, Dave, for 15 years and has two stepchildren, a two-year old granddaughter, and a grandson due soon. She grew up in San Antonio, the second of five children. Her husband is the fifth of 11—so it's a crowd when they visit family. She enjoys nature and the outdoors and is pursuing a certification in landscape design. She's looking forward to designing gardens in her retirement. To attract wildlife to her backyard, she has an owl nesting box equipped with a night vision camera inside the box. She has seen a pair of owls come back year after year and has watched the female hatching eggs and the male bringing food.

**Ask Joanne** \* *What is your proudest moment at Travis County?* When I added it up and realized that the County recovered more than \$1.5 million as a result of audits I performed.

\* *What is on your bucket list?* Visiting all of the national parks.

\* *What is your favorite part about working for Travis County?* Teleworking (just kidding)! My commute is wicked, though, so I really do appreciate having the occasional telework day.

# Meet Atif



Atif Syed is an Application Architect in the Financial Systems Maintenance & Support Division, where he primarily is responsible for SAP developments and day-to-day system support. He grew up in Hyderabad, India which is known as the 'second silicon valley of India' and also known for fine dining. Atif earned his Masters degrees in Computer Applications from India before coming to the US. He initially settled in Chicago, where much of his family still lives. Atif resides in Pflugerville with his wife Amena, his daughter Safaa (2nd grader), and son Aqib (3-1/2). He enjoys playing cricket—which he does weekly. He also loves food, enjoys cooking, and has a HUGE sweet tooth!

**Ask Atif** \* *What is one thing you can't live without?* Family

\* *What three words best describe you?* Calm, Smiley, and a Perfectionist.

\* *What are your top three life highlights?* Moving to the United States, getting married, and the birth of my children.

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# Holiday Wrap Up

While we are very familiar with Christmas, we have been fortunate in learning about and sharing other special holidays and traditions celebrated by our staff.

Here are just a few...

**Diwali**, Hindu festival of lights, is celebrated every autumn (generally between mid-October and mid-November depending on the lunar cycle). This year, staff celebrated on November 9th with a wonderful feast of goodies.

Its main emphasis is the "*victory of light over darkness, good over evil and knowledge over ignorance.*" During the celebration, homes and businesses are brightly lit and there are lots of fireworks. It is the ushering in of 'new'. Example activities include: cleaning the house, putting out lights, getting new clothes, cleansing thoughts, and gift giving. Diwali celebrations include lots of various foods— sweets (Mithai), samosas, and other pastries (Chirote) to name a few.



**Eid al-Adha** is also known as the Feast of Sacrifice. It commemorates Ibrahim's (Abraham's) willingness to sacrifice his son, Ishmael, to God. Ishmael was spared by God and a lamb was sacrificed instead. The festival also marks the end of the Hajj pilgrimage to Mecca. Muslims are

required to make the pilgrimage at least once in their lifetime. The Islamic calendar is lunar, so the date and time of the festival will vary. Eid, an Urdu word meaning "festival", is associated with two Muslim holidays—Ramadan and Adha. Prior to Eid, Muslims fast 29-30 days (depending on the lunar calendar).

Eid is marked with prayers, visits to close family and friends, delicious foods, and new clothes.

Staff held a co-celebration on November 9th with Diwali celebrations.



**Hanukkah** is a Jewish holiday celebrated for eight days and nights—usually in late November/December. It celebrates the re-dedication of the Holy Temple in Jerusalem following the Jewish victory over Syrian-Greeks.

The eight days signify the purification of the Temple by Jewish troops by burning oil in the menorah. There was only enough oil for one day, but that small amount of oil lasted eight days. A special menorah (*hanukkiyah*) is lit—one candle for each night, until all eight candles are lit. Since oil is a large part of the celebration, fried foods such as *latkes* (pancakes) and *sufganiyot* (jelly-filled donuts) are traditional foods.

A popular Hanukkah children's game is spinning the *dreidel* (a 4-sided top with Hebrew letters on each side). The children bet on which letter will be showing and play for a pot of *Gelt* (chocolate coins covered in gold tin foil).

*Special thanks to contributors to this article: Nisha Sharma, Atif Syed, Ben Yardenay*

