Annual Audit Plan
Board of County Commissioners
Calendar Year 2026

Department of Inspector General
Gary J. Cooney, Clerk of the Circuit Court & Comptroller

Terri Freeman, CPA, CIA, CISA, CRMA
Inspector General

January 30, 2026

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Date: January 30, 2026

To: Board of County Commissioners

Subject: Annual Audit Plan Calendar Year 2026

Board of County Commissioners,

The enclosed Audit Plan for calendar year 2026 was prepared based on input from the County Manager and County leadership team and was approved by Gary Cooney, Clerk of the Circuit Court and Comptroller.

The plan provides a guide for engagements to be initiated during the year. However, if prolonged investigations of possible fraud arise or requests for risk and control consulting are made by management, some of the engagements in the plan may not be initiated during the year, and others may be conducted that are not in the plan.

If you have any questions or would like to discuss any aspect of the plan, please contact me at 352-253-4937.

Respectfully submitted,

Terri W. Freeman
Inspector General

cc: Gary Cooney, Clerk of the Circuit Court & Comptroller
         Denise Bell, Chief Deputy Clerk
         Jennifer Barker, County Manager

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INTRODUCTION

To ensure efficient and effective use of resources, a systematic approach must be used to create an audit plan that will cover the most significant risks to the goals and objectives of the County's operations.

Sources of Areas Selected For Audit

Areas selected for audit were identified using a variety of sources including contracts and agreements, laws and regulations, risk assessments, and discussions with management.

Risk must be the primary factor in selecting areas for audit. Risk for some aspects of County operations is higher than others for many reasons including the type of activities performed, financial and operational impact, legal and regulatory requirements, and the length of time since an area was last audited.

As part of the audit selection process, we solicited input from the BCC, County Manager and the leadership team. Because one of the goals of the audit function is to be of assistance to management, their suggestions are seriously considered in the selection of audits to be performed.

In addition, there is a need to conduct some engagements on a surprise basis whenever prior knowledge could compromise the integrity of an audit or investigation. These types of engagements include cash and inventory counts, asset observations, and possible instances of fraud. Allegations of fraud generally come from our fraud, waste, and abuse hotline that provides a means for employees, citizens and other concerned parties to report possible issues involving staff.

Risk Assessment Methodology

The first step in the audit planning process is to conduct a risk assessment. To assist in this process, management rated the level of risk for the factors below for each area they oversee.

1) Strategic Risk - Exposure due to alignment of department goals and objectives to the BCC's strategic goals.
2) Reputation Risk - A measure of exposure to loss or embarrassment caused by the level of visibility and/or public interest.
3) Operations Risk - A measure of complexity of operations that can lead to unexpected losses or failures due to staff turnover, unqualified staff, lack of adequate staff or resources, or breakdowns of processes or systems.
4) Safety Risk - Potential for injury or death due to unqualified staff, inadequate staff or resources, or breakdowns of processes or systems.
5) Financial Risk - The measure of exposure to financial loss or embarrassment due to the nature of transactions, inadequate accounting for and safekeeping of assets, dependence on grants, fed & state assistance, or other funding sources or departments.
6) Compliance Risk - A measure of exposure or loss or regulatory sanction due to complexity and/or volume of regulations and/or penalties for noncompliance.
7) Information Security Risk - Exposure or loss due to the insufficient protection of the confidentiality or integrity of personal and organizational data.
8) Infrastructure Risk - Exposure to losses due to failures of basic services, organizational structures or facilities.
9) Technology Risk - Exposure or loss due to insufficient technology or knowledge of how to effectively utilize it, change in technology or introduction of new technology. Exposure or loss due to the inability to identify or respond timely to technology disruption or to implement innovative technology. Technology disruption is defined here as being rapid and superior changes that disrupt your current business model or will make current technology obsolete in a short timeframe.
10) Cybersecurity/Service Disruption - A measure of exposure to loss or embarrassment caused by a data breach or prolonged service disruption (e.g., denial of service , ransomware attack, natural disaster)
11) Third Party Risk - Exposure that arises due to reliance on outside parties (e.g., vendors, municipalities, government agencies) to perform services or activities that impact a department
12) Fraud Risk - A measure of exposure due to asset misappropriation, inappropriate handling of cash or cash equivalents (e.g., credit cards, high value items that are not classified as assets such as small tools, auto parts, supplies, drugs, scrap that can be easily sold or misused), lack of segregation of duties, collusion, corruption, and financial misstatement.

We weighted each of the risk factors by relative importance in calculating the risk score and categorized each of the auditable entities as high, medium/high, medium, medium/low or low risk. When we begin an audit, we meet with County management to gain a better understanding of the specific high risks to their goal and objectives. This risk assessment methodology is in accordance with the International Standards for the Professional Practice of Internal Auditing.

This audit plan is subject to change throughout the year due to changes in risks or engagements requested by the BCC, management, or the Clerk of the Circuit Court and Comptroller.

Audits in Process

Fire Rescue Services Dispatch Audit
Fire Rescue Logistics Audit
Fire Rescue Safety Program
EMS Controlled Substances Inventory Observation
Once implemented, this will become an annual audit
Timekeeping Monitoring Using Data Analytics
Once implemented, this will become a continuous auditing process

Audits Targeted for Initiation in Coming Years

Security Controls Assessment of Microsoft Azure
Information Technology Penetration Test & Vulnerability Assessment of County IT
Information Technology Penetration Test & Vulnerability Assessment of Public Safety and Support IT
Solid Waste Operations/Assessment Audit
Public Works Road Operations Audit
Housing & Community Services – Rental Assistance (Section 8) Program Audit
Housing & Community Services – 1st Time Home Owner (SHIP) Program Audit
Housing & Community Services – Community Development Block Grant Program (CDBG) Audit
Safety Program – Fleet Management, Library Services
Change Order Monitoring Using Data Analytics
Once implemented, this will become a continuous auditing process
Fuel Card Monitoring Using Data Analytics
Once implemented, this will become a continuous auditing process
Point of Sale (POS) System Access Controls Review
Once implemented, this will become part of the annual Payment Handling Observations

Ongoing and Recurring Engagements

Fraud Risk Assessments
Investigations of allegations of possible fraud
Risk and Control Advisory Services
External Financial Single Audit Assistance – Grant Controls Assessments
Payment Handling Observations
Animal Shelter Controlled Substances Inventory Observations
Fixed Asset Observations
Continuous Audit Projects - Guardianships, Driver and Vehicle Information Database (DAVID) Usage
Procurement Card Monitoring Using Data Analytics
Education & Training (e.g., Guardians, Cashiers, Identification & Reporting of Illegal Notes/Fraudulent Credit Cards, and compliance with IRS cash reporting requirements)
Follow up on the remediation of prior audit observations