



Maricopa County

**Internal Audit
Department**

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To: Maricopa County Board of Supervisors

From: Michael McGee, Internal Audit Director

Subject: Completion of Special Request – Assessor’s Office

Date: August 19, 2022

Pursuant to my previous engagement memo dated February 28, 2022, this is to notify you that we completed our consultative review of the Assessor’s Office internal controls over p-card, travel, and mileage reimbursements.

The Assessor’s Office requested our consulting services to proactively identify opportunities for improvement. We conducted interviews and reviewed documentation to assess whether operational and/or control improvements could be made.

There were no significant concerns that arose during this assessment. We identified some opportunities for improvement and communicated those to the Assessor’s Office management team. They developed an internal action plan with target completion dates and agreed to have us follow up as needed. We also provided Assessor Eddie Cook a memo summarizing the completion of our work.

This consulting engagement was conducted in conformance with the International Standards for the Professional Practice of Internal Auditing.

Please let me know if you have any questions.