

Issues for HRI follow up from meeting on 10/7/19

1. Documentation requirements for voucher submission and therefore reimbursement to county are inconsistent
2. Monthly vouchering is too frequent. Month-end fiscal closing does not occur until 2 full weeks after the month ends allowing very little time for voucher preparation. Quarterly vouchers are preferred. Federal grants and most state grants are vouchered on a quarterly basis
3. Repetitive information is requested by HRI with vouchers.
4. It appears HRI is not reading the information submitted as they have sent requests for information already included in the voucher package submitted. Accountants must then go through information already submitted, note where in the package the requested information is and resend the package.
5. The rules change for each grant, and within each grant. There is no consistency.
6. Auditors are making judgements on supplies used for program implementation and denying claims based upon not included in "Scope of Work". This is a program manager approved work plan, not an auditor approved work plan; they need to communicate internally at HRI.