

PORTER COUNTY

BOARD OF COMMISSIONERS

AN ORDINANCE ADOPTING INTERNAL CONTROL STANDARDS DEVELOPED BY THE INDIANA STATE BOARD OF ACCOUNTS, PORTER COUNTY INTERNAL CONTROL PROCEDURES, AND MATERIALITY STANDARD

WHEREAS, Indiana Code 5-11-1-27 requires each political subdivision to maintain a system of internal controls in order to promote accountability and transparency;

WHEREAS, in September 2015, pursuant to IC 5-11-1-27 (e), the Indiana State Board of Accounts developed and published the "Uniform Internal Control Standards for Indiana Political Subdivisions" to assist public sector managers in complying with the internal control requirements;

WHEREAS, the "Uniform Internal Control Standards for Indiana Political Subdivisions" contain the acceptable minimum level of internal control standards; and

WHEREAS, pursuant to IC 5-11-1-27(g), after June 30, 2016 all Indiana political subdivisions must develop local policies regarding internal control and ensure that personnel received training on internal control and;

WHEREAS; the Porter County Board of Commissioners find that the County's policy regarding internal controls should include the internal control standards as set forth by the Indiana State Board of Accounts "Uniform Internal Control Standards for Indiana Political Subdivisions" supplemented by adopted county procedures; and

WHEREAS; pursuant to Indiana Code 5-11-1-27 (j) each political subdivision is to develop its own policy on materiality;

NOW, THEREFORE, BE IT ORDAINED that Porter County hereby adopt as policy the internal control standards as set forth in the "Uniform Internal Control Standards for Indiana Political Subdivisions" as expressly written and published by the Indiana State Board of Accounts in September, 2015, as amended from time to time.

IT IS FURTHER ORDAINED that Porter County's policy supplements the state's acceptable minimum level of internal control standards with "Porter County Internal Control Procedures."

IT IS FURTHER ORDAINED that a new section, 2.64 Internal Control Standards, is hereby added to the Porter County Code to read as follows:

SECTION 2.64 INTERNAL CONTROL STANDARDS

Porter County adopts as policy the internal control standards as set forth by the Indiana State Board of Accounts "Uniform Internal Control Standards for Indiana Political Subdivisions" and procedures outlined in the "Porter County Internal Control Procedures" document. All officers, elected officials and employees are required to comply with the policy. Porter County department managers may adopt their own internal control procedures to augment, but not replace or override, the county standards. Employees who fail to comply with this policy are subject to discipline, including but not limited to termination of their employment.

BE IT FURTHER ORDAINED that each officer and employee of Porter County whose official duties include receiving, processing, depositing, disbursing, or otherwise having access to funds that belong to the federal government, state government, a political subdivisions, or another governmental entity must undergo training in the standards and procedures developed by the Indiana State Board of Accounts under IC 5-11-1-27 (e) and adopted by Porter County.

BE IT FURTHER ORDAINED that a loss, shortage, or theft of cash or other asset belonging to Porter County in an amount over \$500 shall be deemed "material" for the purposes of IC 5-11-1-27 (j) and reported to the Indiana State Board of Accounts.

This ordinance passed and adopted this 20 day of September, 2016.

BOARD OF COMMISSIONERS
PORTER COUNTY, INDIANA

John A. Evans

Mayor

Attest: Vicki Urbanik, Auditor

I affirm under the penalties for perjury that I have taken reasonable care to redact each social security number in this document unless required by law.

Scott R. McClure, County Attorney
9/26/16 - hspaxlp