

---

## **Department of Corrections**

### **Statewide Audit - Selected Audit Areas For the Fiscal Year Ended June 30, 1998**

---

**January 1999**

---

**Financial Audit Division  
Office of the Legislative Auditor  
State of Minnesota**

**99-5**

# SUMMARY

State of Minnesota  
Office of the Legislative Auditor  
1st Floor Centennial Building  
658 Cedar Street • St. Paul, MN 55155  
(651)296-1727 • FAX (651)296-4712  
TDD Relay: 1-800-627-3529  
email: [auditor@state.mn.us](mailto:auditor@state.mn.us)  
URL: <http://www.auditor.leg.state.mn.us>

---

## **Department of Corrections**

### **Statewide Audit Selected Audit Areas For the Fiscal Year Ended June 30, 1998**

Public Release Date: January 22, 1999

No. 99-5

---

#### **Background**

The Department of Corrections is a service and regulatory agency that provides correctional facilities and community programs for adjudicated delinquent and adult felons. The department operates ten correctional facilities throughout Minnesota. During fiscal year 1994, the department centralized the management, production coordination sales, marketing, designing, purchasing, and accounting operations of the industries program. Mr. Gothriel La Fleur was commissioner of the department from August 5, 1996, to December 30, 1998. Mr. Dennis Benson was appointed acting commissioner effective January 4, 1999.

#### **Selected Audit Areas and Conclusions**

Our audit scope was limited to the financial activities within the Department of Corrections that were material to the State of Minnesota's Comprehensive Annual Financial Report for the fiscal year ended June 30, 1998. Our scope included Minnesota Correctional Industries (MINNCOR) Enterprise Fund sales and cost of goods sold.

We qualified our report, dated December 1, 1998, on the State of Minnesota's Comprehensive Annual Financial Report because insufficient audit evidence exists to support the State of Minnesota's disclosures with respect to the year 2000. Auditing the state's year 2000 compliance efforts was not an objective of this audit. As a result, we do not provide assurance that the Department of Corrections is or will be year 2000 ready, that its year 2000 remediation efforts will be successful in whole or in part, or that parties with which the Department of Corrections does business will be year 2000 ready.

For the areas audited, the Department of Corrections' financial activities were fairly presented in the State of Minnesota's Comprehensive Annual Financial Report for the year ended June 30, 1998. As a result of our procedures, we identified no weaknesses in internal control or instances of noncompliance with finance-related legal provisions, for the items tested.

## Department of Corrections

---

### Table of Contents

---

	Page
Management Letter	1
Status of Prior Audit Issues	3

### Audit Participation

The following members of the Office of the Legislative Auditor prepared this report:

Claudia Gudvangen, CPA	Deputy Legislative Auditor
Brad White, CPA, CISA	Audit Manager
Anna Lamin	Senior Auditor

### Exit Conference

We discussed the results of the audit at an exit conference with the following Department of Corrections staff on January 14, 1999:

Karen Robinson	Assistant Commissioner
Shirley Flekke	Director of Fiscal Services
Pete Maurer	Operations Director
Paul Anderson	MINNCOR Accounting Director
Cheryl Jahnke	MINNCOR Accounting Supervisor
Guy Piras	MINNCOR Sales Manager

## **Department of Corrections**

*This page intentionally left blank.*



STATE OF MINNESOTA  
**OFFICE OF THE LEGISLATIVE AUDITOR**  
JAMES R. NOBLES, LEGISLATIVE AUDITOR

Senator Deanna Wiener, Chair  
Legislative Audit Commission

Members of the Legislative Audit Commission

Mr. Dennis Benson, Acting Commissioner  
Department of Corrections

We have performed certain audit procedures at the Department of Corrections as part of our audit of the financial statements of the State of Minnesota as of and for the year ended June 30, 1998. We emphasize that this has not been a comprehensive audit of the Department of Corrections.

Table 1-1 identifies the financial activities within the Department of Corrections that were material to the state's financial statements. We performed certain audit procedures on these Department of Corrections' programs as part of our objective to obtain reasonable assurance about whether the State of Minnesota's financial statements were free of material misstatement.

---

---

**Table 1-1**  
**Department of Corrections**  
**Programs Material to the State's Financial Statements**  
**Fiscal Year 1998**

	<u>Amount</u>
<b><u>Revenue Areas</u></b>	
Minnesota Correctional Industries Enterprise Fund	
– Sales	\$17,838,000
<b><u>Expense Areas</u></b>	
Minnesota Correctional Industries Enterprise Fund	
– Cost of Goods Sold	\$17,217,000

Source: State of Minnesota Comprehensive Annual Financial Report and Minnesota Accounting and Procurement System (MAPS) for fiscal year 1998.

---

We conducted our audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

## Conclusions

We qualified our report dated December 1, 1998, on the State of Minnesota's Comprehensive Annual Financial Report, because of uncertainties about the potentially adverse effect the year

## Department of Corrections

2000 computer issue may have on state operations. Information technology experts believe that many computer applications in private businesses and government may fail as a result of data integrity problems and erroneous calculations beyond December 31, 1999. The state is currently addressing year 2000 issues related to its computer systems and other electronic equipment. During fiscal year 1996, the state established the Minnesota Year 2000 Project Office to develop and monitor the overall statewide effort for executive branch agencies. The project office is tracking over 1,300 mission-critical applications owned by state agencies. As of September 1998, the project office believed that 75 percent of the applications were compliant or had completed the necessary modifications. However, because of the unprecedented nature of the year 2000 issue, its effects and the success of related remediation efforts will not be fully determinable until the year 2000 and thereafter.

Similarly, we do not provide assurance that the Department of Corrections is or will be year 2000 ready, that its year 2000 remediation efforts will be successful in whole or in part, or that parties with which the Department of Corrections does business will be year 2000 ready.

In accordance with *Government Auditing Standards*, we have also issued our report, dated December 1, 1998, on our consideration of the State of Minnesota's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts, and grants.

For the areas audited, the Department of Corrections' financial activities were fairly presented in the State of Minnesota's Comprehensive Annual Financial Report for the year ended June 30, 1998. As a result of our procedures, we identified no weaknesses in internal control or instances of noncompliance with finance-related legal provisions, for the items tested.

This report is intended for the information of the Legislative Audit Commission and the management of the Department of Corrections. This restriction is not intended to limit the distribution of this report, which was released as a public document on January 22, 1999.

*/s/ James R. Nobles*

James R. Nobles  
Legislative Auditor

*/s/ Claudia J. Gudvangen*

Claudia J. Gudvangen  
Deputy Legislative Auditor

End of Fieldwork: October 30, 1998

Report Signed On: January 15, 1999

## Department of Corrections

---

### Status of Prior Audit Issues As of October 30, 1998

---

**July 1997, Legislative Audit Report 97-37** examined selected components of the Department of Corrections, including MINNCOR Industries receipts and inventory expenditures, for the period ended March 31, 1997. The report cited four audit findings regarding MINNCOR operations. The department has resolved these audit issues.

#### State of Minnesota Audit Follow-Up Process

The Department of Finance, on behalf of the Governor, maintains a quarterly process for following up issues cited in financial audit reports issued by the Legislative Auditor. The process consists of an exchange of written correspondence that documents the status of audit findings. The follow-up process continues until Finance is satisfied that the issues have been resolved. It covers entities headed by gubernatorial appointees, including most state agencies, boards, commissions, and Minnesota state colleges and universities. It is not applied to audits of the University of Minnesota, any quasi-state organizations, such as Metropolitan agencies or the State Agricultural Society, the state constitutional officers, or the judicial branch.