



**COMMISSIONERS COURT
COMMUNICATION**

COURT ORDER NUMBER 145574

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DATE: 8/5/2025

SUBJECT: RECEIVE AND FILE THE AUDITOR'S REPORT FOR THE CASH AND OTHER REMITTANCES CONTROL REVIEW OF THE PUBLIC HEALTH DEPARTMENT

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court receive and file the Auditor's Report for the Cash and Other Remittances Control Review of the Public Health Department.

BACKGROUND

In accordance with Local Government Code, the Auditor's Office conducted surprise cash counts at all Public Health locations on June 10 and June 11, 2025. The objectives of the review were to determine whether cash and other remittances reconciled, and controls were adequate to safeguard County funds.

FISCAL IMPACT

There is no fiscal impact associated with this action.

SUBMITTED BY	Auditor	PREPARED BY:	Kim Trussell
		APPROVED BY:	Kimberly Buchanan

Kimberly M. Buchanan, CPA
Tarrant County Auditor

Linda R. Castillo
First Assistant County Auditor



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July 2, 2025

Ms. Helen Giese, Director, Budget & Risk Management
The Honorable District Judges
The Honorable Commissioners Court
Tarrant County, Texas

Re: Auditor's Report – Cash and Other Remittances Control Review, Public Health

In accordance with Local Government Code, the Auditor's Office conducted surprise cash counts at all Tarrant County Public Health locations on June 10 and June 11, 2025. The objectives of the review were to determine whether cash and remittances reconciled, and controls were in place to safeguard County funds. At the time of our count, cash and remittances reconciled, and controls were adequate to safeguard County funds.

The Business Office indicated that revisions to the *Cash Management Policy Manual* are currently in progress since the manual has not been updated since November 2012. We recommend that the revised policy be finalized and distributed to all Public Health offices by September 30, 2025, to ensure consistency and compliance across all locations.

We appreciate the cooperation of the Public Health staff during our review. If you have any questions concerning this report, please do not hesitate to call.

Sincerely,

A large black rectangular box redacting the signature of Kimberly M. Buchanan.

Kimberly M. Buchanan, CPA
Tarrant County Auditor

Attachment: Management's response

Distribution: Dr. Brian Byrd, Director, Public Health
Arron Magee, Supervisor, Revenue Cycle
Tywon Guy, Budget Analyst



TARRANT COUNTY
BUDGET AND RISK MANAGEMENT

HELEN H. GIESE
DIRECTOR

July 17, 2025

Kimberley M. Buchanan, CPA
Tarrant County Auditor

Re: Response to Auditor's Report – Cash and Other Remittances Control Review, Public Health

We appreciate you and your team's review of the Cash and Other Remittances Controls surrounding Public Health.

We have reviewed your recommendation and agree. Public Health is committed to updating the *Cash Management Policy Manual* by September 30, 2025.

Sincerely,

Helen H. Giese
Tarrant County Director of Budget and Risk Management