

OFFICE OF INTERNAL AUDIT AND ETHICS

738 Acquoni Road
PO Box 455
Cherokee, NC 28719

p. (828) 359-7030
w. oia.ebci-nsn.gov
e. oia@ebci-nsn.gov



February 6, 2025

Executive Office
Tribal Council
The Eastern Band of Cherokee Indians
Cherokee, NC

The Office of Internal Audit and Ethics conducted a follow up review on the Tribal Council audit report 24-011, dated October 25, 2024. The purpose of the follow up is to determine the status of the recommendations. The status is reported by management with one of the following categories:

- **Implemented** – adequately addressed by implementing corrective action that is in place and functioning
- **Partially Implemented** – initiated with 50% or more progress
- **Started** – initiated with less than 50% progress
- **Not Implemented** – no action taken or started
- **Withdrawn** – no longer exist because of changes in processes or the risk is accepted by management and approved by the Audit and Ethics Committee

Limited audit work was performed on select findings to verify management's assertion. If it could not be verified, the status was adjusted accordingly. The reported status of the **1** recommendation is as follows: **1 (100%) Implemented**. The details of this follow up review can be found in the attached audit report summary.

The assistance of the Tribal Council is appreciated. Please do not hesitate to contact our office with questions.

Sincerely,

A handwritten signature in blue ink that reads "Blankenship".

Sharon Blankenship, CIA, CGAP, CFE, LPEC
Chief Audit and Ethics Executive

cc: Lori Lambert, Audit and Ethics Committee Chair
Michael Parker, Tribal Council Chairman
David Wolfe, Tribal Council Vice Chairman
Kelly Sampson, TOP Manager



Tribal Council (24-011)
 Internal Control Review
 October 25, 2024

Follow Up Date: February 6, 2025

Background and Scope:

Tribal Council was identified for audit on the FY24 Audit Plan. The Protiviti Internal Audit team conducted a comprehensive audit on internal controls, concentrating on cash disbursements, travel and entertainment expenditures, financial reporting accuracy, and the associated budget.

The scope of the audit included a review of Tribal Council's internal controls for the period ending June 30, 2024.

Overall Conclusion:

There was 1 observation of opportunity for improvement in internal controls.

Initial Follow Up:

1 100% *Implemented*
Partially Implemented
Started
Not Implemented
Withdrawn

0 Open Observations



Observation	Recommendation	Management Response	Risk	Implementation Status	Percent (%) Complete	Explanation
Inaccurate Recording of Travel Expenses: During the review of Tribal Council disbursements five expenses totaling \$7,374.86 were incorrectly recorded to accurately recorded to the "Travel-National" general ledger account rather than the correct "Public Relations" general ledger account.	Reclassify the transaction. Additionally, given the manual nature of review and recording expenses incurred on credit cards, consider performing regular independent review of expenses and related classification to ensure expenses are recorded correctly.	Agree. "Manager and Assistant Manager will perform regular independent reviews of expenses and related classification to ensure correct recording." Target implementation: 10/25/24	Medium	Implemented	100%	"We have been meeting to review expenses, all but four Council Members have credit cards at this time, so they have to reconcile any expenses set monthly this is beneficial also in double checking that amounts are coded in the correct ledger."