

**LOSS OF PUBLIC PROPERTY REPORTED TO INTERNAL AUDIT**  
**7/1/2017-6/30/2018**

DEPT/LOCATION/OUTSIDE AGENCY	DESCRIPTION/TYPE	DATE REPORTED to IA	AMOUNT REPORTED	DISPOSITION
Child Support Services	Slashed Vehicle Tires	10/17/2017	\$368	Two county vehicles in Santa Maria (#5095 and #4817) had flat tires likely due to vandalism. No police report was filed as the incident was considered minor. Nonetheless, risk management was notified. The cost to repair the car tires was \$368.
Human Resources	Stolen Phone	7/20/2018	\$252	A county iPhone was stolen on 1/24/18 at a community event. As soon as the employee realized the phone was missing, she immediately notified department staff and used the Find My Phone feature, sending a command to remotely wipe the data. The loss was communicated to Risk Management and Information Communication Technology (ICT) early the following day. Human Resources (HR) requested that ICT also send a remote wipe command to the phone to ensure all data was deleted from the device. ICT confirmed the wipe command had been sent and was successful. To mitigate future losses, HR is developing a policy to address safe handling of county property. HR will also refer employees to the County's incident report forms for reporting of county loss or theft.
Public Defender	Lost Tablet	9/6/2018	\$1,200	A Surface Pro 4 and keyboard were left by an attorney in the Santa Barbara Courthouse, and were missing upon return. Court staff searched for the items, but they were not found. There was no information on the device that could lead to a breach of security information. Risk Management was immediately notified upon confirmation that the items were missing.

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Public Health	Stolen Phone	8/10/2017	\$42	A Public Health (PH) flip phone was lost or stolen. It was last seen in March or April 2017 in an employee's office. Around this same time, it was reported that the employee's office appeared to have been accessed, and staff reported seeing a man in the building before normal hours. Staff was not aware the device was missing until August 2017 due to unusual charges from the past four months. Service was immediately discontinued on the phone. Department staff reviewed the Cell Phones and Mobile Devices Policy after the incident.
	Stolen Medical Supplies	11/9/2017	\$150	The Lompoc Health Center was experiencing loss/theft of medical supplies. PH staff caught patients going through drawers and confronted the patients, having them put back any items they had taken. As a preventative measure, the Health Care Centers have limited the number of supplies stocked in the rooms, and have been vigilant when patients enter with backpacks or large handbags. In addition, locks have been installed on drawers that hold expensive pieces of equipment/supplies in Pediatrics, and broken locks in the Wellness Center have been fixed.
	Lost Pharmacy Refrigerator Monitoring Equipment	11/17/2017	\$1,320	The PH department was mistakenly sent and invoiced seven sensors and ten batteries by Mesa Labs on 4/28/2017. PH received authorization to return the sensors and batteries without a penalty. On 9/12/2017 Mesa Labs notified PH they had not received the items. There was no record of the Santa Maria Health Care Center shipping back the devices, and a subsequent search by staff determined that the sensors and batteries were lost. The department had no other choice but to pay for the missing items.

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<b>Public Health (Continued)</b>	Counterfeit Bills	4/6/2018	\$100	A counterfeit \$100 bill was received as part of an animal services transaction. Counterfeit detection pens were subsequently distributed to animal services' staff, and are now routinely used by front desk employees.
<b>Public Works</b>	Misappropriation of Funds	7/21/2017	\$2,051,471	An employee misappropriated public funds through use of temporary and permanent vendors, petty cash, and credit card. An insurance claim was filed by Risk Management. The case was prosecuted by the District Attorney and the employee ultimately pled guilty. Internal controls have been strengthened since this incident. The insurance carrier has approved payments to the county in the full amount of the loss less the \$25,000 deductible.
<b>Various</b>	Missing/Lost Surplus Items	7/20/2018	\$0	Various surplus items were declared missing or lost by multiple departments. The claim was that they had possibly been sent to General Services as surplus. However, General Services was not in possession of several of these items, and there was often no documentation of the items having been sent to them. Since then, General Services has strengthened controls, and has updated their surplus policies/procedures to prevent this from being an ongoing issue.