

PAYROLL AUDIT

April 1 to April 15, 2024

Date: 4/19/2024

To: Board of County Commissioners

From: Tanya McWilliams, Deputy Auditor

Checked items indicate changes made by payroll.

From my office's review of the above referenced payroll, the findings are noted below:

Date	Employee Name	Department	Finding
4/19/24	Catlin, Cole	CA	Salary s/b \$3,375.00
4/19/24	Gehring, Crystal	Detention	Hourly rate s/b \$24.51
4/19/24	Overton, Cassie	Detention	Correct time card hrs, update accruals (Reg hrs s/b 80, Shift diff s/b 77.25, Remove OT w/diff)
4/19/24	Tweten, Marie	Metra	Hourly rate s/b \$14.75
4/19/24	Atkinson, Michael	YSC	Update comp time accruals (overtime was removed, no comp time earned)
4/19/24	Halvorson, Patrick	YSC	6.75 comp used not showing in the used column on employee summary

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