

MEMORANDUM

DATE: July 3, 2008
TO: Wake County Commissioners
FROM: David Cooke, Wake County Manager
SUBJECT: Status of Procurement Card and Travel Investigation

This memorandum is to update you on actions being taken regarding the issue of inappropriate procurement card use and travel in the Solid Waste Management Division.

- Our internal investigation of employee procurement card transactions and travel is ongoing and is being applied to the entire Solid Waste Management Division. I will continue to keep you informed as information is compiled and updated.
- I sent a message to all Wake County Employees on Friday, June 27 to apprise all staff members of this situation, assure our work force that the ongoing investigation will be thorough and that this type of activity will not be tolerated. I included the memorandum that I sent to Commissioners last week, and a copy of that message is attached.
- I have completed my personal review of all materials related to the investigation to date, and additional disciplinary actions are being considered. I will share this information with you when final determinations are made.
- Information that has been requested by the Wake County District Attorney is being compiled and is on schedule for delivery by July 18, 2008.

At the Commissioners work session on Monday, July 7, 2008 at 12:30 p.m., staff will recommend an independent audit. The audit will address:

- Procurement card transactions and other financial policies, such as travel
- A review of all procurement transactions in the Environmental Services Department going back two years

- A review of all procurement transactions in all County departments going back one year

A presentation document and an engagement letter from the independent auditor are attached.

If you have any questions, please feel free to call me.

Attachments:

PowerPoint Presentation "Information on Recent Events Pertaining to Solid Waste"

Engagement Letter

Message to Wake County Employees

Cc: Scott Warren, Wake County Attorney
Susan Banks, Clerk to the Wake County Board of Commissioners