From:	Steve Minnis
To:	Heidi Penner; Wolf, Brian (SAO)
Cc:	Robert Waymire; DOR Skamania County Treasurer; DOR Skamania County REET 1; Summer Scheyer; Tracy Wyckoff; Rob Itzen
Subject:	RE: exit item - how corrected??
Date:	Tuesday, July 16, 2024 2:13:52 PM

External Email

At this time, I am not able to locate any examples of the spreadsheet being used.

Steve Minnis
Chief Civil Deputy
Skamania County Sheriff's Office
509-427-9490 x2012

From: Heidi Penner <penner@co.skamania.wa.us>
Sent: Tuesday, July 16, 2024 1:57 PM
To: Wolf, Brian (SAO) <brian.wolf@sao.wa.gov>
Cc: Robert Waymire <rwaymire@co.skamania.wa.us>; Vickie Clelland <clelland@co.skamania.wa.us>; DOR Skamania County REET 1 <DORSkamaniaREET1@wa.gov>; Steve Minnis <sminnis@co.skamania.wa.us>; Summer Scheyer <summers@co.skamania.wa.us>; Tracy Wyckoff <tracyw@co.skamania.wa.us>; Rob Itzen <robi@co.skamania.wa.us>
Subject: RE: exit item - how corrected??

They have the form available to them, I don't know if they have had the opportunity to have had a subrecipient since to perform a risk assessment on.

Let me check.

Steve - Have you been in a subrecipient relationship since the 911 grant, where you have had to use the Risk Assessment spreadsheet? If not, it's ok. Just need to know.

Heidi

From: Wolf, Brian (SAO) <brian.wolf@sao.wa.gov>
Sent: Tuesday, July 16, 2024 1:52 PM
To: Heidi Penner <penner@co.skamania.wa.us>
Cc: Robert Waymire <rwaymire@co.skamania.wa.us>; Vickie Clelland <clelland@co.skamania.wa.us>; DOR Skamania County REET 1 <DORSkamaniaREET1@wa.gov>; Steve Minnis <sminnis@co.skamania.wa.us>; Summer Scheyer <summers@co.skamania.wa.us>; Tracy Wyckoff <tracyw@co.skamania.wa.us>; Rob Itzen <robi@co.skamania.wa.us>
Subject: RE: exit item - how corrected??

WARNING: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Heidi,

The Federal Programs Risk Assessment Tool would be more than adequate to document a risk assessment for a subrecipient. Has this already been implemented, and if so, can you email me an example?

Brian

From: Heidi Penner <penner@co.skamania.wa.us>
Sent: Tuesday, July 16, 2024 12:43 PM
To: Wolf, Brian (SAO) <brian.wolf@sao.wa.gov>
Cc: Robert Waymire <rwaymire@co.skamania.wa.us>; DOR Skamania County Treasurer <clelland@co.skamania.wa.us>; DOR Skamania County REET 1 <DORSkamaniaREET1@wa.gov>; Steve Minnis <sminnis@co.skamania.wa.us>; Summer Scheyer <summers@co.skamania.wa.us>; Tracy Wyckoff <tracyw@co.skamania.wa.us>; Rob Itzen <robi@co.skamania.wa.us>
Subject: FW: exit item - how corrected??

External Email

Brian,

The Sheriff's office has access to the spreadsheet that SAO provided called, Federal Programs Risk Assessment Tool. They can use this if they need to if/when a subrecipient situation comes up.

Does that help?

Heidi

From: Steve Minnis <sminnis@co.skamania.wa.us>
Sent: Tuesday, July 16, 2024 12:25 PM
To: Heidi Penner <penner@co.skamania.wa.us>; Summer Scheyer <summers@co.skamania.wa.us>; Tracy Wyckoff <tracyw@co.skamania.wa.us>; Rob Itzen <robi@co.skamania.wa.us>
Cc: Robert Waymire <rwaymire@co.skamania.wa.us>; Vickie Clelland <clelland@co.skamania.wa.us>; Audrey Fahrni <fahrni@co.skamania.wa.us>
Subject: RE: exit item - how corrected??

Good Afternoon,

We have begun using a Federal Programs Risk Assessment Tool spreadsheet, provided by the Washington State Auditor's office, to ensure the same issue does not occur again.

Let me know if you have further questions.

Steve Minnis
Chief Civil Deputy
Skamania County Sheriff's Office
509-427-9490 x2012

From: Heidi Penner <penner@co.skamania.wa.us>
Sent: Monday, July 15, 2024 5:07 PM
To: Summer Scheyer <summers@co.skamania.wa.us>; Tracy Wyckoff <tracyw@co.skamania.wa.us>; Rob Itzen <robi@co.skamania.wa.us>; Steve Minnis <sminnis@co.skamania.wa.us>
Cc: Robert Waymire <rwaymire@co.skamania.wa.us>; Vickie Clelland <clelland@co.skamania.wa.us>; Audrey Fahrni <fahrni@co.skamania.wa.us>
Subject: exit item - how corrected??

Sheriff and Undersheriff,

Attached is an exit item from our previous audit dealing with an issue the SAO found surrounding the 911 grant program.

During this audit, they need to know what steps you have taken to ensure the same mistake doesn't happen again. Have you set up a checklist, etc?

If you don't mind emailing me back with the information so I can send it to the SAO, I would really appreciate it.

Thanks,

Heidi Penner
Financial Management Administrator
Skamania County Commissioners
(509)427-3736
penner@co.skamania.wa.us

Monday – Thursday 7:30 a.m. to 5:30 p.m.
Closed Friday's and all major holidays