

COMPLIANCE AUDIT REPORT - 0156000 Jackson County Board of Education

Audit Objectives

- To determine whether eligible employees have been accurately enrolled in the retirement system
- To determine whether payroll amounts and associated contributions are correctly calculated and submitted to PERS

Risks

- Inaccurate actuarial data because census data provided to PERS is incorrect
- Incorrect calculation and reporting of payroll amounts and associated contributions
- Inclusion of ineligible employees or exclusion of eligible employees in the retirement system

Audit Procedures

- Review of payroll procedures and related controls and application of criteria for determining eligibility and lack of eligibility for participation in the retirement system
- Review of payroll amounts and associated contributions for test month (November 2022) and fiscal year-to-date (through June 30, 2023)
- Reconciliation of payroll records, earnings, and contributions with retirement system (MARS) records
- Review of eligibility or lack of eligibility for selected employees
- Comparison of census data as contained in MARS with source documentation to determine accuracy of member demographic information as reported to PERS

Results and Recommendations

The following exceptions were identified from the test work performed in the following areas:

- Demographic data – Form 1s were on file at PERS for all employees reviewed and demographic data as contained on the Form 1s agreed to the information in MARS. One employee has incorrect DOB in MARS.
- YTD Contributions test – No issues were noted with the YTD Contributions payroll test.
- Selected Month Payroll Test - No issues were noted with the selected month payroll test.
- Non-covered positions – No issues were noted with the non-covered positions.
- Rehired Retirees – No issues were noted with the Rehired Retirees.

From the review of the Pay and contributions Amounts

- Recommendation – Correct DOB for employee with PERS.

We appreciate the cooperation of, and the assistance and feedback provided by the Business Manager during the audit.

Sincerely,



Compliance Auditor
PERS of Mississippi