



**OFFICE OF AUDITOR OF STATE**  
**STATE OF IOWA**

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Auditor of State

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**NEWS RELEASE**

FOR RELEASE

May 18, 2023

Contact: Ernest Ruben  
515/281-5834

Auditor of State Rob Sand today released a report on the Iowa Department of Public Health for the year ended June 30, 2021.

The Department exercises general supervision over public health programs, promotes health and sanitation, carries out specific responsibilities required by law and administers state and federal laws related to public health and vital records. The Department also exercises administrative authority over the medical, dental, pharmacy and nursing boards.

**AUDIT FINDINGS:**

Sand reported three findings related to cash management and board membership. The findings are reported on pages 3 and 4 of this report. Sand recommended the Department improve controls over cash management and establish policies and procedures to ensure compliance over boards as required by the Code of Iowa.

Management of the Iowa Department of Public Health have a fiduciary responsibility to provide oversight of the Department's operations and financial transactions. Oversight is typically defined as the "watchful and responsible care" management exercises in its fiduciary capacity.

A copy of the report is available for review on the Auditor of State's web site at [Audit Reports – Auditor of State](#).

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**REPORT OF RECOMMENDATIONS TO THE  
IOWA DEPARTMENT OF PUBLIC HEALTH**

**JUNE 30, 2021**

**Iowa Department of Public Health**



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May 15, 2023

Iowa Department of Public Health  
Des Moines, Iowa

To Kelly Garcia, Director of the Iowa Department of Health and Human Services:

I am pleased to submit to you the Report of Recommendations for the Iowa Department of Public Health for the year ended June 30, 2021. The report includes findings pertaining to the Department's internal control which resulted from the fiscal year 2021 audit.

I appreciate the cooperation and courtesy extended by the officials and employees of the Iowa Department of Public Health throughout the audit. If I or this office can be of any further assistance, please contact me or my staff at 515-281-5834.

Sincerely,

A handwritten signature in black ink, appearing to read "Rob Sand".

Rob Sand  
Auditor of State

**Iowa Department of Public Health**



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May 15, 2023

To Kelly Garcia, Director of the Iowa Department of Health and Human Services:

The Iowa Department of Public Health is a part of the State of Iowa and, as such, has been included in our audits of the State's Annual Comprehensive Financial Report (ACFR) and the State's Single Audit Report for the year ended June 30, 2021.

In conducting our audits, we became aware of certain aspects concerning the Department's operations for which we believe corrective action is necessary. As a result, we have developed recommendations which are reported on the following pages. We believe you should be aware of these recommendations, which include those reported in the State's Single Audit Report as well as other recommendations pertaining to the Department's internal control. These recommendations have been discussed with Department personnel and their responses to these recommendations are included in this report. While we have expressed our conclusions on the Department's responses, we did not audit the Iowa Department of Public Health's responses and, accordingly, we express no opinion on them.

This report, a public record by law, is intended solely for the information and use of the officials and employees of the Iowa Department of Public Health, citizens of the State of Iowa and other parties to whom the Iowa Department of Public Health may report. This report is not intended to be and should not be used by anyone other than these specified parties.

We would like to acknowledge the many courtesies and assistance extended to us by personnel of the Department during the course of our audits. Should you have questions concerning any of the above matters, we shall be pleased to discuss them with you at your convenience. Individuals who participated in our audits of the Department are listed on page 5 and they are available to discuss these matters with you.

A handwritten signature in black ink, appearing to read "Ernest H. Ruben, Jr.", written in a cursive style.

Ernest H. Ruben, Jr., CPA  
Deputy Auditor of State

cc: Honorable Kim Reynolds, Governor  
Kraig Paulsen, Director, Department of Management  
Tim McDermott, Director, Legislative Services Agency

Report of Recommendations to the  
Iowa Department of Public Health

June 30, 2021

**Findings Reported in the State's Single Audit Report:**

**AL Number: 93.323 – Epidemiology and Laboratory Capacity for Infectious Diseases**

**Agency Number: NU50CK000504-01-00, NU50CK000504-01-01, NU50CK000504-01-02, NU50CK000504-01-03, NU50CK000504-01-04, NU50CK000504-01-05, NU50CK000504-01-06, NU50CK000504-01-07, NU50CK000504-02-00, NU50CK000504-02-01, NU50CK000504-02-02, NU50CK000504-02-03, NU50CK000504-02-04, NU50CK000504-02-05, NU50CK000504-02-06, NU50CK000504-02-07, NU50CK000504-02-08, NU50CK000504-02-09, NU50CK000504-02-10, NU50CK000504-02-11**

**Federal Award Year: 2020, 2021**

**Prior Year Single Audit Report Finding Number: N/A**

**State of Iowa Single Audit Report Comment: 2021-013**

Cash Management

Criteria – Effective cash management procedures provide for minimizing the amount of time between the drawdown/request for federal funds and the disbursement of those funds. They also minimize the amount of state and other federal funds used to supplant programs until federal funds are received.

Condition – A review of the Department's records identified two instances where cash balances were in excess of \$31,000 for nine to eleven days.

Cause – Although procedures have been established to draw federal funds in amounts sufficient to cover current needs, procedures were not followed.

Effect – Failure to follow procedures resulted in Department employees not detecting the error in the normal course of performing their assigned duties.

Recommendation – The Department should implement procedures to ensure federal funds are drawn down in amounts sufficient to cover current needs and are disbursed in a timely manner without carrying excessive daily balances.

Response and Corrective Action Planned – The Department has reviewed the instances resulting in cash balances in excess of \$31,000. Cash management procedures involving concurrent multi-year programs combined with multi-budget-year draws during the hold open period resulted in excess cash balances during the fiscal year. Cash management procedures have been reviewed by appropriate staff to ensure compliance in the future.

Conclusion – Response accepted.

**Findings Reported in the State's Report on Internal Control:**

No matters were noted.

**Other Findings Related to Internal Control:**

No matters were noted.

Report of Recommendations to the  
Iowa Department of Public Health

June 30, 2021

**Finding Related to Statutory Requirements and Other Matters:**

(1) State Board of Health

Per Chapter 136.1 of the Code of Iowa, the State Board of Health shall consist of eleven members including:

- Two members learned in health-related disciplines.
- Three members who have direct experience with public health.
- Two members who have direct experience with substance abuse treatment or prevention.
- Four members representing the general public.
- At least one of such members shall be licensed in the practice of medicine and surgery or osteopathic medicine and surgery under Chapter 148.

During the year ended June 30, 2021, the State Board of Health did not have 11 members. For five out of seven meetings, only ten members were appointed. For two out of seven meetings, only 9 members were appointed.

Recommendation – Members should be appointed to meet the eleven-member requirement.

Response – Moving forward, the Department will continue to work in collaboration with the Governor’s Office to track vacancies and to fill all eleven statutorily defined seats on the State Board of Health.

Conclusion – Response accepted.

(2) State Board of Medicine

Per Chapter 147.14(1)(b), the State Board of Medicine shall consist of ten members including:

- Five members licensed to practice medicine and surgery.
- Two members licensed to practice osteopathic medicine and surgery.
- Three members not licensed to practice either medicine and surgery or osteopathic medicine and surgery, and who shall represent the general public.

During the year ended June 30, 2021, only eight members were appointed.

Recommendation – Members should be appointed to meet the ten-member requirement.

Response – There are sometimes vacancies in board member slots due to resignations for personal or other reasons. We share this information in board meetings so that licensees and members of the public know there are vacancies.

Conclusion – Response accepted.

Report of Recommendations to the  
Iowa Department of Public Health

Staff

**Staff:**

Questions or requests for further assistance should be directed to:

Ernest H. Ruben, Jr., CPA, Deputy  
Tiffany M. Ainger, CPA, Manager  
Micaela A. Tintjer, CPA, Senior Auditor II

Other individuals who participated in the audits include:

Ronica H. Drury, Staff Auditor  
Kerillos M. Hana, Staff Auditor  
Taylor A. Hepp, Staff Auditor  
Vivian J. Hustad, Staff Auditor  
Alyson J. Logel, Staff Auditor  
Ridge G. Nennig, Staff Auditor  
Priscilla M. Ruiz-Torres, Staff Auditor  
Silvester K. Rutto, Staff Auditor  
Kathryn L. Blumer, Assistant Auditor  
Jorge M. Morales, Assistant Auditor  
Sarah B. Roemer, Assistant Auditor