

PAYROLL AUDIT

July 1 to July 15, 2024

Date: 7/19/2024

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
7/19/24	Hoffman, Witney	CA	Correct reg hourly rate and overtime rate.
7/19/24	Barfels, Julia ✓	Detention	Accruals need to be entered
7/19/24	Goodyear, Cody	Detention	Holiday Prem rate s/b 31.04
7/19/24	Gorseth, Lori	Detention	Shift diff hrs s/b 88 @.70
7/19/24	Kissler, Carter ✓	Detention	Accruals need to be entered
7/19/24	Lennick, Rylan	Detention	Correct hourly rate (Holiday Prem., Overtime, Sick, Vac)
7/19/24	Mattheis, Matthew	Detention	Remove Clothing Allowance
7/19/24	Parker, Mallary	Detention	Remove Holiday and update accruals
7/19/24	Petersen, Trevor ✓	Detention	Accruals need to be entered
7/19/24	Sharpe, Morgan ✓	Detention	Accruals need to be entered
7/19/24	Smart, Brandon	Detention	Add other pay 2 hrs @ 45.10
7/19/24	Vosse, Anthony	Detention	Remove Clothing Allowance
7/19/24	Sherner, Warren ✓	Metra	4.75 sick used not showing in the used column employee summary
7/19/24	Hilliard, Robert	Public Works	Update overtime rate
7/19/24	Mclsaac, Logan	Public Works	Enter UAB and adjust accruals
7/19/24	Plecker, Monica	Public Works	40 hrs vacation used not showing in the used column employee summary
7/19/24	Stenger, Zane	Public Works	Update overtime rate
7/19/24	Lee, Daniel ✓	Sheriff	12 hrs military used not showing in the used column employee summary
7/19/24	Turner, Jesse	Sheriff	Overtime .67 hrs s/b paid (Comp maxed)

Changes made by us/you/