

TEXAS ANIMAL HEALTH COMMISSION
FISCAL YEAR 2024 INTERNAL AUDIT ANNUAL REPORT

MONDAY RUFUS & CO., P.C.
Certified Public Accountants & Advisors
1508 Dessau Ridge Ln., Ste 405 Austin, Texas 78754

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Texas Animal Health Commission
Austin, Texas
Internal Audit Annual Report
Fiscal Year 2024

I. Compliance with Texas Government Code, Section 2102.015: Posting the Internal Audit Plan, Internal Audit Annual Report, and Other Audit information on Internet Web site.

Within 30 days of approval, the Texas Animal Health Commission should post the following information on its Internet Web site:

- An approved fiscal year 2025 audit plan, as provided by Texas Government Code, Section 2102.008.
- A fiscal year 2024 internal audit annual report, as required by Texas Government Code, Section 2102.009.

II. Internal Audit Plan for Fiscal Year 2024

The Commission approved the following audits for fiscal year 2024:

- Information Resources (**Ongoing**)
- Personnel Processes (**Report TAHC023-001: Dated: July 30, 2024**).
- Follow-up on Prior Internal Audit Recommendations:
Internal Audit of the Open Record Requests, dated December 7, 2020 (**Report TAHC023-003: Dated: August 20, 2024**).

III. Consulting Services and Non-audit Services Completed

The Internal Auditor did not perform any services which would be considered consulting engagements, as defined in the *Institute of Internal Auditors' International Standards for the Professional Practice of Internal Auditing*, and no non-audit services, as defined in *Government Auditing Standards, 2018 Revision, Sections 3.64 – 3.106, Technical Update April 2021*.

IV. External Audit Services Procured in Fiscal Year 2024

There were no External Audit Services for fiscal year 2024 other than Internal Audit Services.

V. External Quality Assurance Review (Peer Review)

MONDAY RUFUS & CO., P.C. (MR & CO.) has been a member of the American Institute of Certified Public Accountants (AICPA) since its formation and is enrolled in the AICPA's peer review program. Peer reviews determine if a CPA firm's system of quality control complies with professional standards. The peer review must be conducted by an independent reviewer. The AICPA oversees the program, and an entity approved to perform the role will perform the review. Firms enrolled in the AICPA's Peer Review Program are required to conduct a peer review once every three years. During MR & CO.'s peer review, the peer reviewer performs a thorough review of the firm's system of quality control, which includes reviews of government (including internal audit), nonprofit, and commercial engagements. As has been noted in the past, MR& CO.'s most recent peer review resulted in a rating of *Pass* (the highest peer review grade that can be received by a CPA firm), indicating compliance with the quality control standards established by the AICPA. We provide a copy of our most recent peer review report and acceptance letter below.



AICPA Peer Review Program
and TXCPA Peer Review Program
Administered by the Texas Society of CPAs



February 06, 2024

Monday Rufus
Monday Rufus & Co., P.C.
1508 Dessau Ridge Ln Ste. 405
Austin, TX 78754-2119

Dear Monday Rufus:

It is my pleasure to notify you that on February 05, 2024, the Texas Peer Review Committee accepted the report on the most recent System Review of your firm. The due date for your next review is October 31, 2026. This is the date by which all review documents should be completed and submitted to the administering entity.

As you know, the report had a peer review rating of pass. The Committee asked me to convey its congratulations to the firm.

Thank you for your cooperation.

Sincerely,

Peer Review Committee
Texas Society of CPAs

800-428-0272 Opt. 3

cc: Edward Rose

Firm Number: 900010139286

Review Number: 601875



972-687-8500 | 800-428-0272



www.tx.cpa



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Report on the Firm's System of Quality Control

December 21, 2023

To: Monday Rufus & Co., P.C. and the Peer Review Committee of the Texas Society of CPAs.

We have reviewed the system of quality control for the accounting and auditing practice of Monday Rufus & Co., P.C. in effect for the year ended April 30, 2023. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing and complying with a system of quality control to provide the firm with reasonable assurance of performing and reporting in conformity with the requirements of applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported on in conformity with the requirements of applicable professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

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MEMBER: AMERICAN INSTITUTE OF CPAs, TEXAS SOCIETY OF CPAs, CALIFORNIA SOCIETY OF CPAs

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Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of and compliance with the firm's system of quality control based on our review.

Required Selections and Considerations

Engagements selected for review included an engagement performed under *Government Auditing Standards*.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Monday Rufus & Co., P.C. in effect for the year ended April 30, 2023 has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of pass, pass with deficiency(ies) or fail. **Monday Rufus & Co., P.C. has received a rating of PASS.**



Edward A. Rose, Jr., CPA, PC

VI. INTERNAL AUDIT PLAN FOR FISCAL YEAR 2025

The internal auditor has submitted the following audit plan to the Commission for approval during the fiscal year.

Fiscal year 2025

	Estimated Hours
Cash Disbursements (including payroll)	180
Fixed Assets (Central Office Management)	165
Follow-up on Prior Internal Audit Recommendations:	
Internal Audit of the Program Records, dated August 31, 2021	75
Internal Audit of the Legal and Compliance Processes, dated October 25, 2023	75
Total Hours	<u>495</u>

Risks ranked as “high” but not included in the FY 2025 audit plan

Stephenville Region Office (Stephenville, TX)
Federal Funds Management

Our risk assessment was performed through the consideration of various factors, including:

1. Exposure Level
2. Complexity of Unit
3. Materiality of Revenues and Expenditures
4. Results of Last Audit
5. Extent of other Coverage or Oversight
6. Quality of Internal Controls/Adherence to laws
7. Changes in systems and processes
8. Normal Audit Interval

Although all of the above factors were considered in the assessment of risk for each process/system, some of the factors were weighed more heavily and considered to be more critical to the Agency’s internal control structure. The following critical factors were weighed more heavily in our assessment.

- Exposure Level
- Quality of Controls
- Changes in Systems and Processes

VII. Reporting Suspected Fraud and Abuse

In accordance with the requirements of Section 7.09, page IX-40, the General Appropriations Act (88th Legislature), and Texas Government Code, Section 321.022, the Texas Animal Health Commission has posted information on how to report suspected fraud, waste or abuse of state funds on its website.

VIII. Report Distribution

As required by Government Code Section 2102.0091 copies of this report should be filed with the following:

Governor's Office of Budget and Planning

Attn: Brady Franks
Phone: (512) 463-1778
Budgetandpolicyreports@gov.texas.gov

Legislative Budget Board

Attn: Christopher Mattsson
Phone: (512) 463-1200
Audit@lbb.texas.gov

State Auditor's Office

Attn: Internal Audit Coordinator
Phone: (512) 936-9500
iacoordinator@sao.texas.gov