



BEAVER VALLEY GERIATRIC CENTER

Beaver County Commissioners

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**TO: BEAVER COUNTY BOARD OF COMMISSIONERS
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FR: WILLIAM R. JUBECK, ADMINISTRATOR

DA: JANUARY 20, 2000

RE: RESPONSE TO BVGC CONTROLLER'S AUDIT

As requested, enclosed is the Center's response to the recently completed Controller's audit report. The response identifies findings and supporting observations, associated facilitating conditions, corrective plans of action and target dates of implementation.

Attached to the responses for background and context are the following:

- A. "Goals of the Local Government Purchasing Process" from The Purchasing Handbook for Local Governments
- B. A narrative describing the Center's decentralized managerial philosophy.
- C. A Beaver County Times editorial commenting on the audit.
- D. Interim status memoranda dated August 6, September 1 and October 11, 1999 to Terry Biss of Heritage Valley Health Systems previously shared with the predecessor Board of Commissioners.
- E. A memo addressed to the Controller at his request.

As you will note in the response, a major element of corrective action is dependent upon the development of a computerized purchase order system. This will play a pivotal role in assuring County Code compliance in purchasing activity. The

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development of this system will necessitate additional computer operations personnel support at the Center. Attachment F is a memo dated December 8, 1999 that describes this compelling need and an opportunity to satisfy such a need with an outstanding individual.

I will eagerly await the opportunity to further discuss these matters with you.

/jf

att.