From: Ellis, Matt
To: Sullivan, Stephanie (SAO)
Subject: RE: Confirmation of Report on Suspected Loss of Public Funds or Illegal Activity
Date: Wednesday, November 9, 2022 9:03:40 AM

External Email

Hi Stephanie,

I have not received any communication from the State Auditor's Office about this report. Please feel free to call me 509-303-0892 or email me matt.ellis@prosserschools.org if you would like to schedule a time to discuss this matter.

Thanks,

Matt Ellis

From: mailer@sao.wa.gov <mailer@sao.wa.gov>
Sent: Monday, October 31, 2022 3:00 PM
To: Ellis, Matt <Matt.Ellis@prosserschools.org>
Subject: Confirmation of Report on Suspected Loss of Public Funds or Illegal Activity

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Matt ,

Thank you for notifying the State Auditor's Office of known or suspected losses of public funds or other illegal activity affecting Prosser School District No 116 in accordance with state law (RCW 43.09.185). This is an automated e-mail to confirm our receipt of your report. For future reference, your case number is F-22-439.

Here are a few reminders regarding losses of public funds:

- Take steps to protect applicable records from loss or destruction, if necessary. For example, you should secure backup copies of computer records and original paper records related to the situation in a vault, safe or locked cabinet until the investigation is complete.
- For most situations, you will need to file a police report with the appropriate local or state law enforcement agency. For example, governments should immediately notify local or state law enforcement agency without waiting to consult our Office in the following circumstances:

    - Suspected losses involving the health or safety of employees or property.
    - Losses resulting from breaking and entering or other vandalism of property.

  Contact our Office for guidance if you have questions about the necessity or timing of a police report.

- RCW 43.09.260 (Local Governments) and RCW 43.09.330 (State Governments) require written approval of the State Auditor and Attorney General before state agencies and local governments make any restitution agreement, compromise, or settlement of loss claims covered by RCW 43.09.185.
- If appropriate, report the suspected loss to the Department of Enterprise Services Risk Management Office.

We will do our best to respond to your report as quickly as possible. If you have not received any communication from our Office within five business days, or if you are contemplating immediate actions, please contact me at sullivans@sao.wa.gov or by phone at (360) 688-0858.

Thank you,

Stephanie Sullivan

Special Investigations Program Manager

Washington State Auditor's Office