

**GENE CHRISTIAN  
DISTRICT ATTORNEY, DISTRICT 6  
STATUTORY REPORT  
BOGUS CHECK RESTITUTION FUND  
FOR THE YEAR ENDED  
JUNE 30, 2003**

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STATE OF OKLAHOMA  
OFFICE OF THE AUDITOR AND INSPECTOR

JEFF A. McMAHAN  
State Auditor and Inspector

October 8, 2003

Gene Christian, District Attorney  
District 6

Transmitted herewith is the statutory report for the District Attorney of District 6, Stephens, Grady, Jefferson, and Caddo Counties, Oklahoma, (the District) for the fiscal year ended June 30, 2003.

A report of this type is critical in nature; however, we do not intend to imply that there were not commendable features in the present accounting and operating procedures of the District.

We wish to take this opportunity to express our appreciation for the assistance and cooperation extended to our office during the conduct of our procedures.

The Office of the State Auditor and Inspector is committed to serve the public interest by providing independent oversight and to issue reports that serve as a management tool to the state to ensure a government which is accountable to the people of the State of Oklahoma.

Sincerely,

A handwritten signature in black ink that reads "Jeff A. McMahana".

JEFF A. McMAHAN  
State Auditor and Inspector

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## **INTRODUCTORY INFORMATION**

The bogus check program was created by the Oklahoma Legislature in 1982 as a special type of deferred prosecution program, and every District Attorney is required to operate a bogus check program. The program provides an alternative way to handle bogus check cases without any additional cost to courts, prosecutors, or the state prison system. The primary emphasis of the program is collecting restitution for the victim of the crime, rather than punishing the offender.

Bogus checks are a significant cost to business, a cost that is passed on to the consumer and paid by all citizens and taxpayers in the state. The bogus check program has been an effective way to address the economic problem caused by bogus checks. The program offers a way to address criminal conduct without sending a large number of offenders to state correctional facilities.



STATE OF OKLAHOMA  
OFFICE OF THE AUDITOR AND INSPECTOR

JEFF A. McMAHAN  
State Auditor and Inspector

**Statutory Report**

Mr. Gene Christian  
District Attorney, District 6  
Stephens County Courthouse  
Duncan, Oklahoma 73023

For the purpose of complying with 74 O.S. § 212 (E), we have performed each of the following procedures as they relate to the records of the Bogus Check Restitution Fund for the fiscal year June 30, 2003.

- We examined fees to determine that the correct fees were assessed, receipted, and deposited in compliance with 28 O.S. § 153.
- We determined whether expenditures were used to defray lawful expenses of the District Attorney's office in accordance with 22 O.S. § 114; whether expenditures were supported by invoices and approved claims; and that goods or services paid for were received.
- We reconciled the fund to the County Treasurer's records.
- We determined that the District Attorney prepared and submitted an annual report to the District Attorney's Council showing the total deposits and total expenditures and that expenditures were properly classified and presented.

All information included in the financial records of the bogus check restitution program is the representation of the District Attorney for their respective district.

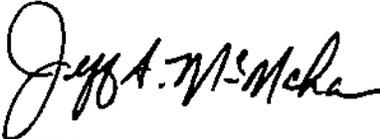
Our engagement was limited to the procedures performed above and was less in scope than an audit performed in accordance with auditing standards generally accepted in the United States of America. Accordingly, we do not express an opinion on any general-purpose financial statements of Stephens, Grady, Jefferson, or Caddo Counties.

Based on our procedures performed; District 6 is properly assessing, receipting, and depositing the correct fees in compliance with 28 O.S. § 153; expenditures were used to defray lawful expenses of the District Attorney's office in accordance with 22 O.S. § 114; goods or services paid for were received; the fund balance reconciles to the County Treasurer's records; the District Attorney prepared and submitted an annual report to the District Attorney's Council; and expenditures were properly classified and presented. With respect to District 6 expenditures being supported by invoices and approved claims, our finding is presented in the attached Schedule of Findings and Recommendations.

We have prepared a detailed analysis of the Bogus Check Restitution Fund, which is presented following this report

This report is intended for the information and use of the District Attorney and Stephens, Grady, Jefferson, and Caddo County officials. However, this report is a matter of public record and its distribution is not limited.

Sincerely,

A handwritten signature in black ink that reads "Jeff A. McMAHAN". The signature is written in a cursive style with a large initial "J" and "M".

JEFF A. McMAHAN  
State Auditor and Inspector

September 29, 2003

**Schedule of Findings and Recommendations**

**Finding 2003-1 - Expenditures**

**Criteria:** Effective internal control should include accounting procedures necessary to ensure stewardship and accountability of public funds. Expenditures of the Bogus Check Restitution Program should be supported by approved claims and supporting documentation such as invoices.

**Condition:** Of the four counties in District 6, expenditures were not supported by approved claims in Stephens or Jefferson County. In addition, in Jefferson County voucher #412 was not supported by an invoice, and in Grady County voucher #1095 was not supported by an invoice.

**Recommendation:** We recommend all expenditures be supported by approved claims and invoices.

**Management's Response:** Procedures have been implemented to ensure that all expenditures be supported by approved claims and invoices.

**BOGUS CHECK RESTITUTION ACCOUNT ANALYSIS**

**COLLECTION INFORMATION**

Number of checks received from merchants	<u>11,990</u>	
Dollar amount of checks received		<u>\$ 714,634</u>

**RESTITUTION INFORMATION**

Beginning Restitution Account Balance at July 1, 2002		\$ 20,090
Number of Restitution checks collected	<u>9,541</u>	
Amount in Restitution collected for merchants		671,031
Amount in Restitution paid to merchants		<u>690,968</u>
Ending restitution balance at June 30, 2003		<u>\$ 153</u>

**FEE AND EXPENDITURES INFORMATION**

Beginning District Attorney fee balance at July 1, 2002		\$ 365,244
Amount of District Attorney fees collected during the period		762,611
Expenditures:		
Personnel Costs	648,000	
Maintenance and Operations Costs	112,763	
Other Expenses	<u>74,581</u>	
Total Expenditures		<u>835,344</u>
Ending District Attorney fee balance at June 30, 2003		<u>\$ 292,511</u>