

**Los Angeles County
Office of Emergency Management
Monitoring Report**

- G. d. **Findings #13:** The subgrantee lacks the necessary and required monitoring/oversight of its subrecipients. For example in review of the subrecipient's procurement policies the subgrantee does not ensure that prior to signing into an agreement for services utilizing federal grant funds, the federal "debarment or suspended" list is viewed to see if the entity or contractor's name is excluded. However, the monitor found no evidence that there were any contracts awarded to a debarred or suspended entity.

Action Required: The subgrantee must provide a corrective action plan ensuring that in the future the will maintain a written administrative standard as it relates to any and all subrecipient monitoring and oversight in all applicable areas.

- e. **Equipment & Property Management Responsibility:** Subgrantee not in compliance (1 item).

Requirement: FG Part III, Chpt 9, p. 87 and Chpt 19 p.128-129 states in part that there is a responsibility for monitoring/oversight to any and all that benefit from grant funds by ascertaining that all subawarded fiscal and programmatic responsibilities are fulfilled accordingly. All arrangements are formalized in a contract or other written agreement between those parties involved.

Finding #14: The subgrantee lacks the necessary and required monitoring/oversight of its subrecipients. The Subgrantee failed to monitor and ensure that their subrecipients have the required inventory controls for the equipment that was purchased with the OHS grant funds. The subgrantee did not conduct a physical inventory of the equipment in the past two years of any of these subrecipients. This became apparent during physical inspect of the equipment, the subgrantee could not demonstrate the ability necessary to guide the monitor to the whereabouts of the equipment purchased with OHS grant funds, as well as who were the subrecipients points of contact.

Action Required: The subgrantee needs to submit a corrective action plan that ensures that in the future the subgrantee will maintain the necessary monitoring/oversight. The subgrantee will be accountable for all of subrecipients purchases made with OHS grant funds and that there is a policy that includes, but not limited to, the control and management of property and the necessary action to be taken when an item is unserviceable, stolen, lost, exceeds it natural shelf life, or becomes an obsolete piece of equipment.

Additionally, the subgrantee must provide a complete and comprehensive schedule; including the locations; point of contacts for each of its subrecipients; and the development and coordination of plan for the Program Monitor to return and complete the physical inspection of the equipment.