

DISTRICT OF COLUMBIA OFFICE OF THE INSPECTOR GENERAL

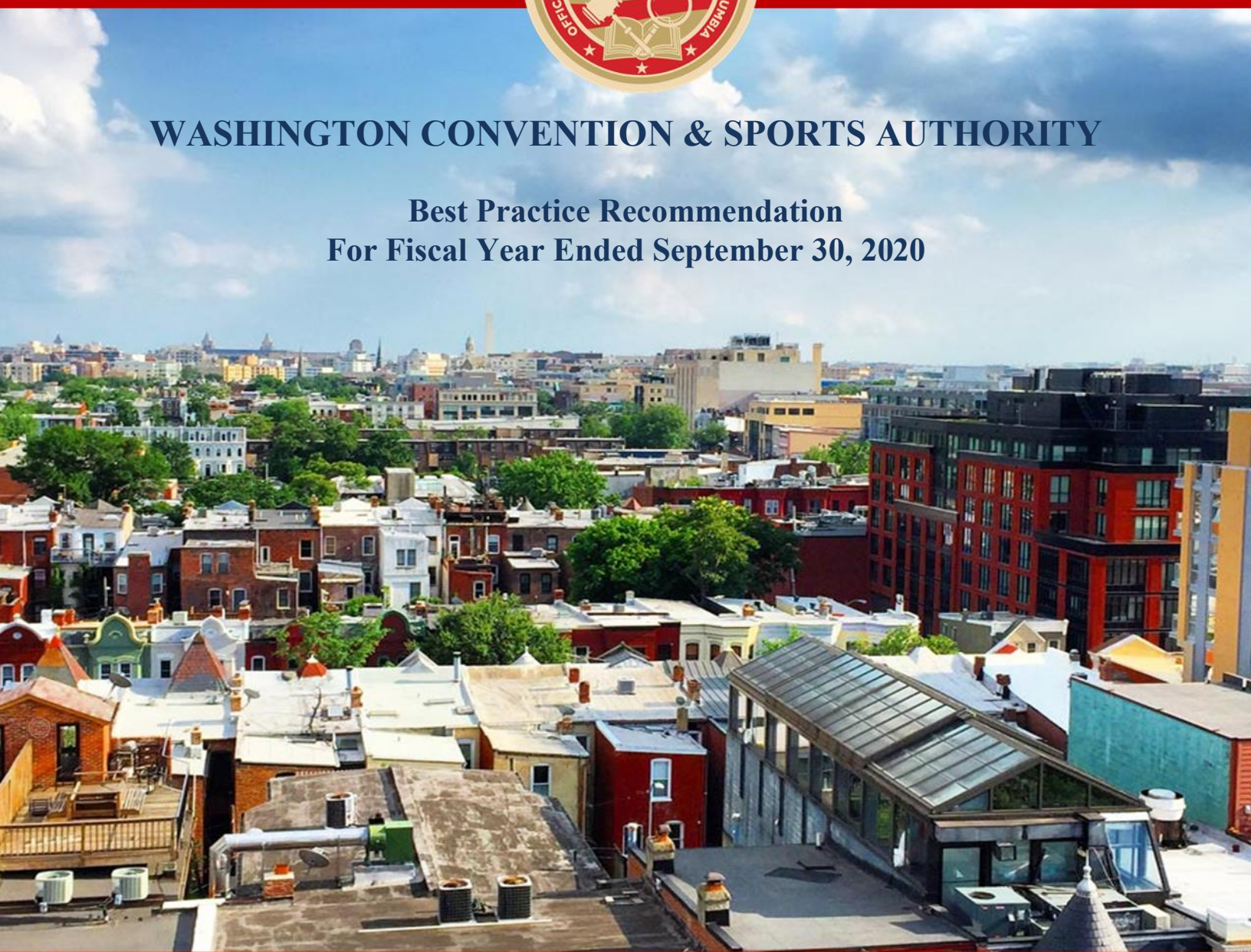
OIG Project No. 21-1-06ES(a)

January 2021



WASHINGTON CONVENTION & SPORTS AUTHORITY

Best Practice Recommendation
For Fiscal Year Ended September 30, 2020



Guiding Principles

*Workforce Engagement * Stakeholders Engagement * Process-oriented * Innovation
* Accountability * Professionalism * Objectivity and Independence * Communication * Collaboration
* Diversity * Measurement * Continuous Improvement*

Mission

Our mission is to independently audit, inspect, and investigate matters pertaining to the District of Columbia government in order to:

- prevent and detect corruption, mismanagement, waste, fraud, and abuse;
- promote economy, efficiency, effectiveness, and accountability;
- inform stakeholders about issues relating to District programs and operations; and
- recommend and track the implementation of corrective actions.

Vision

Our vision is to be a world-class Office of the Inspector General that is customer-focused and sets the standard for oversight excellence!

Core Values

Excellence * Integrity * Respect * Creativity * Ownership
* Transparency * Empowerment * Courage * Passion
* Leadership



GOVERNMENT OF THE DISTRICT OF COLUMBIA
Office of the Inspector General

Inspector General



January 29, 2021

The Honorable Muriel Bowser
Mayor of the District of Columbia
Mayor's Correspondence Unit
1350 Pennsylvania Avenue, N.W., Suite 316
Washington, D.C. 20004

The Honorable Phil Mendelson
Chairman
Council of the District of Columbia
John A. Wilson Building
1350 Pennsylvania Avenue, N.W., Suite 504
Washington, D.C. 20004


Dear Mayor Bowser and Chairman Mendelson:

Enclosed is the final report entitled *Washington Convention & Sports Authority Best Practice Recommendation* report for fiscal year (FY) 2020 (OIG No. 21-1-06ES(a)) by McConnell Jones, LLP (MJ) issued January 7, 2021. MJ submitted this report as part of our overall contract for the audit of the District of Columbia's general-purpose financial statements for FY 2020.

This report sets forth MJ's best practice recommendation intended to improve the effectiveness of internal controls over the Washington Convention & Sports Authority (WCSA) operations and programs. When addressed, this improvement can increase assurances that WCSA runs its operations efficiently and effectively, reports reliable information about its operations, and complies with applicable laws and regulations. The report also includes MJ's summary of prior year management recommendations and the corresponding implementation status.

If you have questions about this report, please contact me or Fekede Gindaba, Assistant Inspector General for Audits, at (202) 727-2540.

Sincerely,


Daniel W. Lucas
Inspector General

DWL/ws

Enclosure

cc: See Distribution List

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**WASHINGTON CONVENTION AND
SPORTS AUTHORITY**
(A Component Unit of the Government of
the District of Columbia)

BEST PRACTICE RECOMMENDATION
FOR THE YEAR
ENDED SEPTEMBER 30, 2020

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To the Mayor, Members of the Council of the District of Columbia,
Board of Directors of the Washington Convention and Sports Authority and
Inspector General of the District of Columbia

In planning and performing our audit of the basic financial statements of the Washington Convention and Sports Authority (the Authority), a component unit of the Government of the District of Columbia, as of and for the year ended September 30, 2020, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to the financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, we considered the Authority's internal controls over financial reporting as a basis for designing audit procedures that were appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal controls. Accordingly, we did not express an opinion on the effectiveness of the Authority's internal controls over financial reporting.

In accordance with *Government Auditing Standards*, we have issued our report dated January 7, 2021, on our consideration of the Authority's internal controls over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal controls over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal controls over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Authority's internal controls over financial reporting and compliance.

Listed below is a best practice recommendation we want to provide to you based on our observations during the audit.

I. CURRENT YEAR FINDING

1. Frequency of User Access Review

During our walk-through and inquiry, we observed that the documented frequency in the policy and procedure over periodic user access review does not conform to best practices. During our inquiry, it was confirmed that a review is performed biannually.

We noted that the Authority's policy calls for access reviews twice per year. Quarterly access control reviews have emerged as a "best practice" for more than 5 years. We discussed this issue with management, and they updated their policy in October 2020, after the end of the audit period.

Recommendation

We recommend that the President and Chief Executive Officer of the Authority revise and implement formal policies to ensure quarterly access reviews are conducted.

Management Response

In reference to the issue of access controls management, we acknowledge the recommendation to perform quarterly system reviews. We will implement that process as part of the go-live of our upcoming new ERP system. Before the new ERP system's go-live, Events DC will continue to perform bi-annual reviews of our existing Mitchell Humphries Financial Management system. As our current staffing levels are static, with low onboarding, low offboarding, and limited internal position changes, we deem the risk as low in maintaining with the current bi-yearly reviews. When we migrate to the new ERP system, in calendar year 2021, we will update our policies to initiate quarterly access reviews.

Sincerely,



Washington, D.C.
January 7, 2021

II. STATUS OF PRIOR YEAR FINDINGS AND RECOMMENDATIONS

The following chart outlines the status of prior year management recommendations that had been implemented as of September 30, 2020.

MANAGEMENT RECOMMENDATIONS – FY19		
RECOMMENDATIONS		STATUS
WASHINGTON CONVENTION AND SPORTS AUTHORITY		
1	<i>Vulnerability Scanning</i> - recommended to implement a process to perform weekly or monthly vulnerability scanning.	Fully Implemented
2	<i>Unsupported Operating System Software for the FMS Application</i> - recommended to implement a plan and migrate to a more current version of the Windows operating system software supporting the FMS application.	Fully Implemented