



State Auditor
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OFFICE OF THE STATE AUDITOR

E-Update

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1. Meeting: Collaborative Governance Council
2. Released: CTC Investigative Report
3. Revised: Statement of Position on Criminal Forfeitures
4. Meeting: Public Pension Investment Study Group
5. Avoiding Pitfalls: Security for Checks

1. Meeting: Collaborative Governance Council

The next meeting of the Collaborative Governance Council will be held on Thursday, September 30 at 1:00 p.m. in the League of Minnesota Cities building, 145 University Avenue West, St. Paul. Council meetings are open to the public. For more information on the Council and to access meeting materials, go to:

<http://www.auditor.state.mn.us/default.aspx?page=20100702.000>.

2. Released: CTC Investigative Report

The Office of the State Auditor has released the Center for Training and Careers (CTC) Investigative Report. The complete Report can be viewed at:

<http://www.auditor.state.mn.us/default.aspx?page=20100923.000>.

3. Revised: Statement of Position on Criminal Forfeitures

The Statement of Position Reporting of Criminal Forfeitures has been revised to reflect changes in law enacted by the 2010 legislature. The changes include an increase in the amount and type of information that entities must report to the Office of the State Auditor

and an expansion of the scope of entities who must report. The revised Statement of Position can be found at:

http://www.auditor.state.mn.us/Other/statements/reportingcriminalforfeitures_0904_statement.pdf.

4. Meeting: Public Pension Investment Study Group

Additional meetings have been scheduled for the Investment Study Group. The group, which began meeting in August, was created in legislation to study investment-related provisions, authorities, and limitations under the chapter of state law that governs public pension plan investment authority.

The additional meetings are scheduled for November 10 and November 24, from 2:00 p.m. to 4:00 p.m. at our Saint Paul office. Investment Study Group meeting materials are available at:

<http://www.auditor.state.mn.us/default.aspx?page=20100826.001>.

5. Avoiding Pitfalls: Security for Checks

Public entities need to provide for the physical security of their blank checks. Check stock should be secured on a daily basis. For entities that print their own checks, this includes removing blank check forms from the printers and securely locking up all blank check stock.

For entities using checkbooks, all blank checks and the checkbook itself, when not in use, should be locked in a secure location. Security precautions should also be taken for all signature stamps, signature plates, and signature software.

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