



# San Mateo County Harbor District

## Board of Harbor Commissioners

Tom Mattusch, President  
Nicole David, Vice President  
Robert Bernardo, Secretary  
Pietro Parravano, Treasurer  
Sabrina Brennan, Commissioner

Glenn Lazof, Interim General Manager

June 18, 2015

To: All Interested Parties  
From: Glenn Lazof Interim General Manager  
San Mateo Harbor District

Re: Release of Information Technology Forensic Audit

The San Mateo County Board of Commissioners has directed staff to release a recently completed Audit Report of our Information Technology Services. The report found no malfeasance by Vendors or District staff, but did point the way to areas of improvement in the District's IT strategic planning and procurement documentation. The District readily acknowledges that among the many operational improvements which are needed, information technology procurement is one of the areas that will require attention. This report contains a great deal of useful information to help guide that effort.

We strive to make improvements at the Harbor District. Releasing these previously confidential findings is an example of our acknowledgement that a thorough examination into past practices is a necessary step towards improving District operations. We strive to maintain a progressive working environment that supports staff when reporting or investigating past practices that may need review. We aim to reap the benefits of full participation from the Harbor District team in recommending improvements to current operations. The release of this information is no way intended to place blame or revisit the past. We want to take these lessons learned and move forward.

### **Report Highlights:**

Former IT Contractor charged \$75 an hour from 2010 through 2015 for labor - considered below market for such services.

No evidence of payments made in excess of the value of IT equipment.

The report noted the lack of disaster and business recovery planning.

A server and switch were purchased for a project which was placed on hiatus – and the details of that project were not discovered by the auditor.

No indications of “frivolous” IT spending was found.



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There is not a “one to one” ratio between invoices and equipment or software in inventory. There was no documentation for many items which are used regularly. Some purchased items are not in inventory, which may be attributable to normal breakage and disposal.