



State Auditor  
Rebecca Otto

# OFFICE OF THE STATE AUDITOR

## *E-Update*

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June 19, 2015

1. Released: CTAS Version 8.3
2. Meeting: Fire Department Joint-Powers Subgroup
3. Avoiding Pitfalls: Employee Tips

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### **1. Released: CTAS Version 8.3**

The OSA has released the latest update to CTAS - Version 8.3.0. If you have already purchased CTAS Version 8, Version 8.3.0 can be downloaded from the State Auditor's Form Entry System (SAFES) at:

<https://www.auditor.state.mn.us/safes>.

Resources for getting started with Version 8.3 can be found under the "CTAS Version 8" heading at:

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

Cities and towns that would like to order a copy of CTAS Version 8 can still do so. A link to the order form can be found by clicking on the link above.

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### **2. Meeting: Fire Department Joint-Powers Subgroup**

The Fire Department Joint-Powers Subgroup held its first meeting on June 16. The Subgroup members identified and discussed issues related to joint-powers fire departments and their affiliated relief associations. The members will continue their discussion at the next meeting and start their work of identifying possible solutions to the identified issues.

The next meeting of the Subgroup is Wednesday, June 24, at 1:30 p.m. at our 525 Park Street office in Saint Paul. Meetings are open to the public and those interested are encouraged to attend. Subgroup information is available at:

<http://www.auditor.state.mn.us/default.aspx?page=20150612.000>.

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### **3. Avoiding Pitfalls: Employee Tips**

Studies show that the most common method of detecting fraud committed by an employee is through a tip – often from another employee. Public entities should keep channels of communication open so employees feel that their concerns will be positively received. Appropriate action should then be taken in response to these tips.

For more information on employee theft, see the most recent study by the Association of Certified Fraud Examiners, the 2014 Report to the Nations on Occupational Fraud and Abuse. To see key findings of the report, click on the following link which will take you to the ACFE website at:

<http://www.acfe.com/rtn.aspx>.

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The Office of the State Auditor is located at 525 Park Street, Suite 500, St. Paul, MN 55103.

Phone: (651) 296-2551 or (800) 627-3529 (TTY) Fax: (651) 296-4755.

Web: [www.auditor.state.mn.us](http://www.auditor.state.mn.us).