



COMMISSIONERS COURT
COMMUNICATION

REFERENCE NUMBER CO#136791

PAGE 1 OF 3

DATE: 11/09/2021

SUBJECT: **RECEIVE AND FILE THE AUDITOR'S REPORT OF ODYSSEY FINANCIAL AND SYSTEM CONTROLS**

COMMISSIONERS COURT ACTION REQUESTED:

It is requested that the Commissioners Court receive and file the Auditor's Report of Odyssey Financial and System Controls.

BACKGROUND:

The Tarrant County Justice of the Peace Courts use Odyssey Case Management software to record case events and financial transactions. Since 2018, we have reported a significant risk associated with certain adjustments to financial transactions which impacts all courts.

FISCAL IMPACT:

There is no direct fiscal impact associated with this item.

SUBMITTED BY: Auditor

PREPARED BY: S. Renee Tidwell
APPROVED BY:



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October 22, 2021

Christopher Nchopa-Ayafor, Chief Information Officer
The Honorable Tarrant County Justices of the Peace, Precincts 1-8
The Honorable District Judges
The Honorable Commissioners Court
Tarrant County, Texas

Re: Auditor's Report – Odyssey Financial and System Controls

The justice courts use Odyssey Case Management software to record case events and financial transactions. Since 2018, we have reported a significant risk associated with certain adjustments to financial transactions which impacts all courts. Certain transaction types require a manual entry increasing the risk of errors or irregularities. Other transaction types, including adjustments, should only be used in specific situations. Furthermore, each justice court has their own procedure for processing the various transaction types.

For example, the County is required to allocate monies received from a defendant *first to pay costs and then to pay a fine*. When monies received do not cover all costs, the monies must be allocated to costs on a pro rata basis. Odyssey is configured to apply partial payments on a prorated basis across all fees/fines, which requires a manual entry by clerks to ensure order of priority complies with statute. According to Information Technology Department (ITD) staff configurable solutions may exist for some adjustments.

To ensure that the Auditor's Office and justice courts meet their statutory responsibilities, we will develop recommended best practices for processing financial adjustments. Also, the Auditor's Office will work with ITD to determine whether system configuration is required, or the functionality already exists and should be deployed to all justice courts.

Please call me if you have any questions regarding the contents of this report.

Sincerely,

[REDACTED]
S. Renee Tidwell, CPA
County Auditor

Distribution:

G.K. Maenius, County Administrator
Russell D. Scott, Deputy CIO
Melei H. Kelly, Senior IT Resource Manager



Information Technology

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Technology Second*

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*Our vision is to be the best IT
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local government within the
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DATE: October 26, 2021
TO: Renee Tidwell, County Auditor
FROM: Chris Nchopa-Ayafor, CIO
SUBJECT: IT Response to Justice Courts Odyssey Financial
and System Controls Audit

Renee,

Thank you for bringing these deficiencies to our attention. ITD welcomes the opportunity to partner with the Auditor's office to develop common best practices to be implemented across the justice courts. Any changes in process which require changes in functionality to Odyssey Case Management will be brought to Tyler Technologies' attention as a matter of urgency.

We will be reaching out to begin discussions regarding these process improvements.

Distribution:

G.K. Maenius, County Administrator
Russell D. Scott, Deputy CIO
Melei H. Kelly, Senior IT Resource Manager