

# TOM GREEN COUNTY



113 West Beauregard,  
San Angelo, TX 76903

## OFFICE OF THE COUNTY AUDITOR

October 10, 2019

Justin Thornton  
Information Technology Director  
113 West Beauregard Avenue  
San Angelo, Texas 76903

Dear Mr. Thornton,

We recently completed a review of user access to Tom Green County systems as of March 2019. The review was to verify that only current employees (to include contract employees, if applicable) have access to the Tom Green County network and Odyssey.

A detailed list of our findings has been provided to you. In summary as of March 2019:

Network: 78 inactive employees still had network access.  
95 active employees are using names different from their payroll name.

Odyssey: 28 inactive employees still had Odyssey access.  
64 active employees are using names different from their payroll name.

We highly suggest removing access to the identified inactive employees. We recommend adding a procedure to identify departing employees so access can be removed timely. Also, we recommend that you update user names to the employees' payroll name for consistency in your operations, and that you use a consistent username format for Odyssey that incorporates their employee number. This will help identify the employees across all the forums.

We appreciate your cooperation and willingness to help provide the documentation needed to perform this review. If you have any questions or concerns, please feel free to contact us.

Very cordially,

A handwritten signature in black ink that reads "Nathan Craddock".

Nathan Craddock  
County Auditor

A handwritten signature in black ink that reads "Gayle E. Cheek".

Gayle E. Cheek, CPA, CGMA  
Audit Supervisor

Cc: The Honorable Jay Weatherby, District Judge      The Honorable Commissioners Court  
340<sup>th</sup> Judicial District, Texas                              Tom Green County, Texas