

TOM GREEN COUNTY



OFFICE OF THE COUNTY AUDITOR

October 22, 2025

Kevin Burke
Information Technology Director, Tom Green County
113 West Beauregard Avenue
San Angelo, Texas 76903

Dear Mr. Burke,

We recently completed a review of the cybersecurity training compliance of Tom Green County employees. As of September 11th, 2025, we audited as to whether current employees with county computer/network access have completed the required cybersecurity training in accordance with Government Code 2054.5191 and the Tom Green County Cybersecurity Awareness Training Policy.

Of 685 current employees, 302 of them (44%), had not completed the required training. This result has been reported to the training provider and State Department of Information Resources in accordance with statutory requirements, as of August 31, 2025.

Based on our review, it appears that there was a lapse in oversight and follow through on this requirement after the departure of the previous IT Director as well as the staff person assigned to this task. Responsibility for coordinating the training and ensuring compliance does not appear to have been reassigned to any department personnel during the course of last fiscal year. While we understand that individual department heads and employees are responsible for completing the training, communication and reminders from the IT Department must be consistently sent to employees to help ensure compliance.

The adopted County policy requires that employees complete this training within the first seven days of employment. Of the 302 employees who had not completed the training, 58 were new hires who had exceeded seven days of employment without compliance. In addition, 13 new employees had not yet been added to the training portal by IT staff, which prevented them from fulfilling the requirements of the County's Cybersecurity Awareness Training Policy. These 302 employees were spread out among multiple County departments, some with better performance than others. As examples, departments such as the Library, Sheriff's Office, County Detention Center, and the Public Defender's Office each had over 30 employees in their respective departments who did not complete the training. The policy adopted by the

Commissioners Court allows for you to disable computer/network access for anyone who has not completed the training. Please give ample consideration to the options available to you to compel compliance among County departments.

We strongly recommend that your departmental procedures be adjusted to ensure that training requirements are consistently met. Employees who have not yet completed the 2025 training should be contacted directly and reminded of the County's annual training requirement. A list of our individual findings was provided to you to help in this effort. Proactive communication, along with timely assignment of responsibility within IT, will help establish clear accountability and reduce the likelihood of future lapses. We know that you have several urgent priorities to address in your new tenure as Director, and based upon our interactions so far, we are confident that you can address this training rate.

Cybersecurity training is a statutory requirement, but more importantly, it is a best practice that strengthens internal controls and reduces organizational risk. Counties continue to be targeted by bad actors seeking vulnerabilities, and employees are often the first line of defense. Regular training improves awareness of common threats such as phishing, social engineering, and malware, and equips staff with the knowledge to respond appropriately. By reinforcing these practices, Tom Green County can reduce exposure to cybersecurity risks and demonstrate a strong commitment to protecting public resources and information.

Very cordially,

A handwritten signature in black ink that reads "Nathan Craddock". The signature is fluid and cursive, with a long horizontal stroke at the end.

Nathan Craddock
County Auditor

Cc: The Honorable Jay Weatherby
District Judge 340th Judicial District

The Honorable Commissioners Court
Tom Green County, Texas