

June 18, 2024

Zachary Williams L, Chief Operating Officer  
Chief Executive Office, DeKalb County  
1300 Commerce Drive  
Decatur, Georgia, 30030

**RE: 2<sup>nd</sup> Follow-Up – Management of Personally Identifiable Information (PII) - Audit Report No. 2019-009-IT**

Dear Mr. Williams

As required by DeKalb County, Georgia – Code of Ordinances/Organizational Act Section 10A-Independent Internal Audit (I), I have attached the Office of Independent Internal Audit’s report on the status of management actions taken to address the findings in the referenced audit report. The conclusions in this follow-up report are limited to the implementation status and not the effectiveness of the completed action plans, which may be assessed in a future audit.

This report provides the result of our 2nd follow-up to verify the status of management action plans to address the remaining two findings.

Management is continuing to work through completing the corrective action plans. The expectation is that Finding #2 will be completed by the end of July 2024, and Finding #3 will be completed by December 31, 2024. We will follow up after these dates to verify the completion of the action plan(s).

**Figure 1 - Status of Management Actions Plans**

Finding No.	Report Findings	Status at 1st Follow-up December 08, 2022	Status at 2nd Follow-up June 18, 2024
1	The County Has Not Designated A Process Owner to Manage PII.	Closed	
2	There Were No Documented Policies and Procedures For The Management And Protection Of PII.	Partially Complete	Partially Complete
3	The County Did Not Have an Awareness and Training Program For PII.	Partially Complete	Partially Complete
4	The County Did Not Have an Incident Response Process in Place For PII	Closed	
5	There Were No Guidelines in Place for Managing PII With Third-Party Service Providers.	Closed	

Please contact me if you require additional information.

Sincerely,

*Lavois Campbell*

**Lavois Campbell, CIA, CISA, CFE, CGA-CPA**

Chief Audit Executive

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