

Message

From: Bertolino, Louis E (SAO) [louis.e.bertolino@state.ma.us]
Sent: 2/27/2018 2:02:31 PM
To: Lawrence Oliveira [/O=BCSO/OU=DHOC/cn=Recipients/cn=LAWRENCEOLIVEIRA]
Subject: RE: Inventory logs

Thank you, Larry.

We are in the process of upgrading out laptop software... hoping to be back on site Thursday.

I'll keep you updated if anything changes.

I will be putting together a list of items we will need from your IT section. (Screen shots of settings, etc)

I should have that out to you today or tomorrow.

Thank again for all your help.

Lou

Louis E. Bertolino

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Office of the State Auditor
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(617) 727-0025
Louis.Bertolino@massmail.state.ma.us

From: Lawrence Oliveira [mailto:LAWRENCEOLIVEIRA@bcso-ma.org]
Sent: Friday, February 23, 2018 8:08 AM
To: Bertolino, Louis E (SAO) <Louis.Bertolino@MassMail.State.MA.US>
Subject: RE: Inventory logs

Lou,

I have copies of inventory items purchased during your audit period. Let me know when you're on site again.

Larry

Lawrence W. Oliveira
Chief Financial Officer
Bristol County Sheriff's Office
400 Faunce Corner Road
North Dartmouth, MA 02747
(508) 995-1311 Ext. 2330
lawrenceoliveira@bcso-ma.org

From: Bertolino, Louis E (SAO) [<mailto:louis.e.bertolino@state.ma.us>]
Sent: Wednesday, February 21, 2018 1:52 PM
To: Lawrence Oliveira
Subject: RE: Inventory logs

Thanks Larry!

Oh, I was going to ask you also, the original inventory for admin items you provided was signed by the preparer who did that annual inventory.

Maybe it wasn't included in my copy, and perhaps it's on another actual page, but I'm hoping you have some sort of supervisory review signature in addition to the preparers signature some wear?

I'm listing out my controls you have over inventory. Of those controls I am stating that inventory is prepared annually for additions, subtractions, or corrections. Signed by the preparer, and signed by a reviewer.

We can talk in person tomorrow if that needs tweaking, which coincidentally, is the correct day Jim will be with us.
Lou

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From: Lawrence Oliveira [<mailto:LAWRENCEOLIVEIRA@bcso-ma.org>]
Sent: Wednesday, February 21, 2018 1:40 PM
To: Bertolino, Louis E (SAO) <Louis.Bertolino@MassMail.State.MA.US>
Subject: RE: Inventory logs

We are putting together a list for you with dates and values for the timeframe in question.

Once I have it, I will forward to you.

Lawrence W. Oliveira
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From: Bertolino, Louis E (SAO) [<mailto:louis.e.bertolino@state.ma.us>]
Sent: Tuesday, February 20, 2018 12:39 PM
To: Lawrence Oliveira
Subject: RE: Inventory logs

Hi Larry.

Hope you had a nice long weekend.

We will be back tomorrow (2/21) to continue our work. My manager, Jim, will also be with us in the morning if you have any questions or just want to say hello.

I have a fairly simple question regarding your inventory log you supplied (per our conversation below)

- 1- I noticed that there are different sets of asset numbers for each location. I'm assuming that each location most likely has its own set of numbers it uses. Or perhaps it is by "type" of item?

Is there any way you could provide a legend for each group of asset numbers? Seems like there are 2 groups of asset numbers... ones starting with "3" and another that starts with "1"

- 2- I noticed that there are no purchase dates listed for any items. Would that be in another sort of asset log? Or is there a way I could determine what assets were purchased during each fiscal year by its asset tag number? I need to differentiate which assets were prior to our fiscal year we are testing, and which are current.

Thanks.
Lou

Louis E. Bertolino

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From: Lawrence Oliveira [<mailto:LAWRENCEOLIVEIRA@bcso-ma.org>]
Sent: Wednesday, January 10, 2018 2:05 PM
To: Bertolino, Louis E (SAO) <Louis.Bertolino@MassMail.State.MA.US>
Subject: RE: Inventory logs

Lou,

Here is our latest Inventory listing.

Larry

Lawrence W. Oliveira
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From: Bertolino, Louis E (SAO) [<mailto:louis.e.bertolino@state.ma.us>]
Sent: Wednesday, January 10, 2018 9:54 AM
To: Lawrence Oliveira
Subject: Inventory logs

Good morning Larry,

We have the armory and vehicle inventory, but I don't recall if I ever requested your other inventory logs.

I'll also need the inventory for admin and other items. Printers, desks, chairs, computers..etc etc... I assume they would be on a separate log since they aren't on the previous logs you provided.

When we start to look at admin expenses, we will need those logs to match items up and confirm they are on the inventory list etc.

Thanks so much. When you have time, just shoot it over. (if the Ash street jail has a separate listing, I'll need that too.)
Lou

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