MENTAL HEALTH MENTAL RETARDATION
AUTHORITY OF HARRIS COUNTY

September 15, 2006

Steven B. Schnee, Ph.D.
Executive Director
MHMRA of Harris County
7011 SW Freeway
Houston, TX 77074

Re: Limited Review of The Coffee House Program's Expenditures - Unit #3636

Dear Dr. Schnee:

Internal Audit has completed a limited review of the expenditures of The Coffee House Program Unit #3636 for the audit period February 1, 2006 through August 31, 2006. Based on the results of the review, Internal Audit noted no significant examples of irregularity. Specific areas of review included accounts payable transactions and petty cash reimbursements to Unit #3636.

The scope of the limited review did not constitute an evaluation of the internal control structure of the program. The examination was designed to evaluate resonableness of the Coffee House Program's expenditures.

Unit management is responsible for establishing and maintaining a system of internal controls to adequately safeguard the program's assets. The objective was to provide management with a reasonable, but not absolute assurance that the program's assets are safeguarded. Because of inherent limitations in any system of internal controls, errors or irregularities may occur and not be detected.

Henry E. Webb, Internal Auditor

Cheire Lee, Staff Internal Auditor

Cc: Kenneth Collins, LMSW, Deputy Director, Mental Retardation Division
Maria C. Quintero, Ph.D., Assistant Deputy Director, Mental Retardation Division