

**INTERNAL CONTROL ACCOUNTABLE ROLE MATRIX**

<b>FUNCTION/ROLE</b>	<b>WORKING POSITION TITLE</b>	<b>STAFF MEMBER</b>
Accounting File Clerk	Receptionist	Angie McDonald
Accounts Payable Clerk	Purchasing Agent	Carolyn Stewart
Bank Instrument Controller	Personnel Specialist	Sherry Fitzgerald
Board of Health Coordinator	Personnel Specialist	Sherry Fitzgerald
Clinic Accounting Clerk	Clinic/Env Accounting Clerk	Chastity Smoot
Clinic Manager	Nursing Supervisor	Becky Wilson
Clinic Inventory Administrator	Clinic Manager	Becky Wilson
Chief Executive Officer	District Director	Georgia Heise
Comptroller	Administrative Manager	Michelle Wilburn
Conversion Clerk	Purchasing Agent	Carolyn Stewart
Deposit Clerk	Purchasing Agent	Carolyn Stewart
District Supply Inventory	Purchasing Agent	Carolyn Stewart
Environmental Accounting Clerk	Clinic/Env Accounting Clerk	Chastity Smoot
Facilities Manager	Maintenance Supervisor	Jackie Brock
Fleet Manager	Maintenance Supervisor	Jackie Brock
Health Center Accounting Clerks	County Health Center Clerks	Health Center Clerks
HIPAA Privacy Officer	District Director	Georgia Heise
Journal Entry Associate	Administrative Manager	Michelle Wilburn
Mail Clerk	Receptionist	Angie McDonald
Payment Authorizer	Administrative Manager	Michelle Wilburn
Personnel Administrator	Personnel Specialist	Sherry Fitzgerald
Procurement Clerk	Purchasing Agent	Carolyn Stewart
Teller	Receptionist	Angie McDonald
Vendor Manager	Administrative Manager	Michelle Wilburn
WIC Coordinator	Clinic Nurse	Amanda Whobrey
WIC Maintenance Staff	County Health Center Clerks	Health Center Clerks