



**TEXAS DEPARTMENT OF INSURANCE/PROPERTY & CASUALTY PROGRAM
TITLE DIVISION/TITLE EXAMINATIONS**

**SUMMARY OF OPERATIONS FOR 3RD QUARTER, FY 2007
MARCH – MAY, 2007
for presentation to the
Texas Title Insurance Guaranty Association Board of Directors
July 30, 2007**

COMPLIANCE AUDITS AND ESCROW AUDIT REPORTS

	Qtr	FY 07	FY 06	FY 05	FY 04	FY 03	FY 02	FY 01
Field audits completed	55/3	174/11	263	257	264	233	250	233
Field audit reports processed	55	174	262	256	261	234	250	266
Section 2651.151 audit reports received	415	577	619	586	563	564	563	570
Section 2651.151 audit reports reviewed	378	525	598	556	556	558	568	560

Analysis of Title Insurance Agencies Licensed as of 5/31/07

		Breakdown of Comprehensive Audit Status		
Region	# of agencies	Agencies Audited within last 3 years	Agent's last audit was over 3 years ago	# of New Agents Never Audited
NTX	217	202	6	9
CTX	130	122	5	3
WTX	108	107	1	0
HOU	146	132	5	9
STX	47	42	2	3
Totals:	648	605	19	24
	% of Total:	93.4%	2.9%	3.7%

Goal: In order to comprehensively audit every agent at least once every three years, we need to conduct 216 comprehensive audits per year, which amounts to 54 audits per quarter.

Last 12 months (6/1/06 – 5/31/07): 250 audits (34 over goal)

Last 3 months (3/1/07 – 5/31/07): 55 audits (1 over goal)

Results of follow-up audits:

No. of follow-ups completed	Compliance achieved	Improvement but further action needed	Another on-site audit or stronger action needed
3	1	2	0

Orders signed by Commissioner Geeslin during quarter: (17)

DATE	ORDER #	AGENCY/PERSON	REASON	FINE AMT
3/12/07	07-0184	High Plains Abstract, Inc., Dalhart	Failed to timely remit guaranty fees.	\$1,700
3/13/07	07-0194	Navarro County Abstract Company, Corsicana	Failed to timely remit annual escrow audit report.	\$5,400
3/13/07	07-0195	Kirby Title, LLC, Houston	Failed to timely remit annual escrow audit report.	\$11,000
3/27/07	07-0232	Emily Remington, McKinney	Conversion of escrow funds.	Esc. ofcr. license revoked.
3/29/07	07-0234	Stewart Title of Houston	Allowed employees to close transactions before being licensed.	\$50,000
4/17/07	07-0277	Dimmit County Land Title Co., Carrizo Springs	Failed to timely remit annual escrow audit report & guaranty fees.	\$5,500
4/20/07	07-0286	America Title and Escrow, New York	Unauthorized business of insurance.	C&D
4/25/07	07-0293	Galaxy Title Services and Michael Caldwell, Arlington	Unauthorized business of insurance.	\$500,000 plus C&D
4/27/07	07-0319	Reliable Title Company, Houston	Failed to remit annual escrow audit reports & stat reports. Failure to comply with min. requirements.	Title agent's license revoked.
5/11/07	07-0365	Independence Title Company, Austin	Violation of Section 2702.001.	\$22,000
5/11/07	07-0367	Alamo Title Company, Fort Worth	Allowed employee to close transactions before being licensed.	\$13,000
5/11/07	07-0368	Autumn Dawn Revoir, Mansfield	Performed duties of an escrow officer for agent without first being licensed.	\$4,500
5/11/07	07-0369	Carrie Lee Weekley, San Benito	False stmt. made on EO application.	EO lic. revoked.
5/11/07	07-0397	Jeffrey Church, South Padre Island	Attorney who was not a licensed EO closed transactions with ICLS issued.	\$2,500
5/21/07	07-0400	Security Title, Corpus Christi	Failed to timely remit guaranty fees.	\$2,500
5/21/07	07-0401	Texas Nations Title Agency, Houston	Failed to timely remit guaranty fees.	\$5,800
5/25/07	07-0415	Dulaney Abstract Company, Haskell	Failed to remit annual escrow audit reports & guaranty fees	\$10,000

Active cases in Financial, Legal & Fraud:

	Active cases at 3/1/07	Cases referred Qtr. 07-3	Cases cleared Qtr. 07-3	Active cases at 5/31/07
Financial Program				
Confidential Supervision	0	0	0	0
Insolvency	1	1	0	2
Legal & Compliance				
Miscellaneous violations of the TIC	13	11	7	17
Rebating	3	0	0	3
License revocation (agent and/or escrow officer)	2	2	2	2
Failure to timely submit escrow audit report &/or stat report &/or policy guaranty fees	23	6	8	21
Fraud Unit				
Misappropriation of fiduciary funds	5	1	0	6
Total	47	21	17	51

STATISTICAL REPORT LIMITED REVIEWS

Out of 55 comprehensive audits completed during the quarter, 13 (24%) included a limited review of the agent's latest statistical report. The following results were reported.

	QTR	FY 07	FY 06	FY 05	FY 04	FY 03
Number of statistical reports reviewed.	13	40	56	58	61	46
1. No material discrepancies noted.	13	27	56	53	61	45
2. Incorrect agency number shown.	0	0	0	3	0	0
3. Total income and/or expense amounts reported didn't agree with agency's financial statements.	0	3	0	2	0	1
4. Mathematically inaccurate.	0	0	0	0	0	0
5. Forms missing or incomplete.	0	0	0	0	0	0
6. Premium division percentages calculated incorrectly.	0	0	0	0	0	0

RESULTS OF COMPLIANCE AUDITS DURING QUARTER

Listed below are audit findings for March through May, 2007, the 3rd quarter of the State's fiscal year 2007. Numbers represent the number of agencies where the infraction occurred, not the number of times it occurred.

VIOLATION OR DISCREPANCY	QTR	YTD
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INSOLVENCY

Financial statements or other records indicated agent insolvent.	3	12
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ABSTRACT PLANT

Abstract plant not in compliance with Article 9.02(i) and Procedural Rule P-12.	6	18
Agency personnel unable to retrieve instrument information. Unable to verify legal plant.	0	1

TEXAS INSURANCE CODE

§ 101.102 – Conducted unauthorized business of insurance.	1	2
Section 2502.051 (formerly Art. 9.30) – Gave/received thing of value for referral of title insurance business.	2	4
Section 2704.001 (formerly Art. 9.34) – Provided policies to non-licensed entity and sold title evidence for counties for which agent was not licensed	0	0
Section 2704.001 (formerly Art. 9.34) – Policy not based on evidence from a legal abstract plant and/or no attempt made to contact out-of-county agents for title evidence.	1	1
Section 2704.001 (Art. 9.34) – Issued policies for property in county where not licensed.	1	2
Section 2704.001 (formerly Art. 9.34) – Signed commitments not maintained as part of complete evidence of insurability or countersigned policies not maintained.	8	29
Section 2651.002 (formerly Art. 9.36) – Agent used an unlicensed name or dba name.	2	9
Section 2651.301 (formerly Art. 9.37B) – Misappropriation or conversion to own use of money belonging to another person.	0	3
Section 2651.301 (formerly Art. 9.37B) – Failed to maintain separate escrow account (commingled escrow & operating funds).	9	20
Section 2651.101 and/or 2652.101 (formerly Art. 9.38 and/or 9.45) – No agency/escrow officer bond or insufficient bond.	5	13
Section 2651.151 (formerly Art. 9.39) – Annual escrow audit report prepared incorrectly or contained material inaccuracies or other problems.	2	10
Section 2652.001 (formerly Art. 9.41) – Unlicensed person acting as an escrow officer.	11	35
Section 2602.151 (formerly Art. 9.48) and Administrative Rule G-1 – Failure to collect Policy Guaranty Fee or failure to maintain the policy fees in an escrow account.	8	29
Section 2602.103 (Art. 9.48) – Failure to produce requested files or other records.	2	5
Section 2702.053 (formerly Art. 9.53) – Actual receipts and/or disbursements not in agreement with settlement statement or premium split not disclosed.	22	75

BULLETINS

Title Bulletin No. 133 – Charged an unauthorized fee (cancellation or commitment fee).	0	2
Title Bulletin No. 160 – All parties receiving portions of the real estate commission not disclosed on settlement statement.	17	69

PROCEDURAL RULES

P-62: Operated in county for which not licensed.	0	1
P-18: Commitment not issued as required in rule or commitment incomplete.	1	1
P-21: Schedule D of commitment not in file or premium split not disclosed on commitment.	17	46
P-22: No T-00's in files or T-00's incorrect or incomplete.	21	67
P-27 ("Good Funds") violations: Unauthorized checks over \$1,500. Receipts not deposited timely or not received and posted before disbursements made.	5	21
P-35: Verbal or written guaranty, affirmation, indemnification, or certification issued or delivered.	1	5

P-61: Failure to issue title policy timely.	1	5
VIOLATION OR DISCREPANCY	QTR	YTD

RATE RULES

Incorrect premium charged (violation of one or more rate rules).	18	59
R-1: Unauthorized fee charged for closing (or tax search) in addition to premium.	9	28
R-2: Premium remittances to underwriters not timely or amounts incorrect.	4	14
R-2: Premium collected but issuance of policy withheld.	0	1
R-2: Premium collected in installments or premium not collected at all.	0	2
R-8: Refinance credit not given or not calculated correctly.	2	2

MINIMUM ESCROW ACCOUNTING PROCEDURES & INTERNAL CONTROLS

#1 - Monthly escrow trial balances not prepared or not prepared timely.	6	18
#1 - Testing proved escrow trial balances unreliable.	2	9
#1 - Escrow trial balances not prepared correctly.	7	25
#2 - Three-way reconciliations not prepared or not prepared timely or portions of records not available.	5	19
#2 - Escrow trial balances and/or book balances and/or reconciled bank balances not in agreement. Differences unreconciled.	1	5
#2 - Bank reconciliations, book balances, or three-way reconciliations prepared incorrectly.	7	27
#3 – Reconciliations not approved by management or reviewed by another employee.	9	20
#4 - Accounting duties not segregated sufficiently and reconciliations not reviewed by manager or owner.	0	1
#5 - Only one signature on escrow checks when agency's size required two signatures.	1	11
#6 - Records did not include copies of all checks, invoices, deposit slips and receipt items.	4	19
#7A - Invested escrow accounts not styled correctly.	3	12
#7B - No written authorization to invest escrow funds.	0	2
#7C - Invested escrow account used agent's tax ID number instead of that of beneficiary.	0	2
#7D – No control ledger for invested escrow accounts. Interest not posted timely.	2	6
#8 - Guaranty files used name identification instead of unique numbers. Same file number used for more than one transaction.	2	2
#9 - Escrow bank accounts not styled as "escrow" or "trust".	13	34
#10 - No management approval for disbursements made on accounts open for more than six months or no review for disposition of funds.	6	21
#12 - No management approval for transfers of funds between guaranty files and/or transfers not documented in the files.	0	1
#13 - Seller not properly notified of NSF checks.	0	0
#14 - Guaranty file number not displayed on all escrow checks, deposit tickets or other documents.	3	7
#15 – Disbursement sheets missing, incomplete or incorrect.	18	53
#16 - Every disbursement not supported by invoice or sufficient other evidence.	27	81
#17 - Escrow receivables not cleared timely.	13	36
#18 – Settlement statement changes not initialed or supported adequately or contained white-out corrections.	0	1
#19 – Signed, pre-numbered receipts not issued for cash.	2	7
#20 – Images of checks did not meet requirements.	10	26
#21 – Escrow bank account not maintained at a financial institution in Texas.	2	3

VIOLATION OR DISCREPANCY	QTR	YTD
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AGENCY

Agent breached fiduciary responsibility to buyer and seller by engaging in "self-dealing".	8	15
Failed to disclose affiliated business arrangement as required by RESPA § 3500.15.	2	6

ESCROW ACCOUNTING

Material escrow funds irregularity or irregularities [i.e., escrow bank account overdrawn, receipt posted but never actually received or check-clearing date problems].	0	0
Deposits and/or disbursements not booked in appropriate month.	3	14
Receivable(s) created by depositing into one bank account and disbursing from another account.	4	8
Reconciling items not posted timely and/or not cleared timely and/or not supported by adequate documentation.	6	17
Pattern of posting errors.	4	8
Signature on checks not on bank signature card or previous employees still on bank signature card.		6
Outstanding checks not cleared timely.	22	77
Deposit-in-transit list and/or outstanding checklist prepared incorrectly.	10	34
Duplicate check numbers in same escrow account; checks written out of numerical sequence or more than one check number used for same disbursement.	0	1

GUARANTY FILES

Actual disbursement not in agreement with invoice or evidence maintained in file.	0	0
Insufficient documentation in file to make conclusion regarding open file balance.	0	0
Balance in file not in agreement with amount shown on escrow trial balance or in annual escrow audit report.	0	0
Policy or endorsement copies not in file.	0	0
Policy not furnished to owner timely or policy prepared incorrectly.	0	0
Original legal documents found in guaranty files after title policies issued.	0	1
Legal documents not recorded timely with county clerk or evidence of timely recording not in file.	17	64
Cash or disbursement check found in file.	2	2
Funds not disbursed or escheated to state.	12	39

SETTLEMENT STATEMENTS

Required Form T-63 not prepared for POC items.	16	56
Actual receipts and/or disbursements not in agreement with settlement statement.	1	1
Amounts disclosed on settlement statements different from amounts actually disbursed.	1	3
Premium split for closing, title examination or title evidence not disclosed on settlement statement. Other information not disclosed on settlement statement.		1
Original or amended final settlement statements not signed by any/all parties.	4	11
Settlement statements prepared incorrectly or contained mathematical errors.	1	2
Incorrect issuing agency shown on settlement statement.	0	0