

**DISTRICT ATTORNEY OF THE  
TWENTY-FOURTH JUDICIAL DISTRICT  
JEFFERSON PARISH, LOUISIANA**

Annual Financial Report

Year Ended December 31, 2023

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## INDEPENDENT AUDITOR'S REPORT

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Honorable Paul D. Connick, Jr.  
District Attorney of the Twenty-Fourth Judicial District  
Jefferson Parish, Louisiana

### **Report on the Audit of the Financial Statements**

#### ***Opinion***

We have audited the accompanying financial statements of the governmental activities, the major fund, and the aggregate remaining fund information of the District Attorney of the Twenty-Fourth Judicial District (District Attorney), as of and for the year ended December 31, 2023, and the related notes to the financial statements, which collectively comprise the District Attorney's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the major fund, and the aggregate remaining fund information of the District Attorney as of December 31, 2023, and the respective changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

#### ***Basis for Opinion***

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the District Attorney and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

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## ***Responsibilities of Management for the Financial Statements***

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the District Attorney's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

## ***Auditor's Responsibilities for the Audit of the Financial Statements***

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District Attorney's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the District Attorney's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

### ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, the budgetary comparison schedule, the schedule of changes in OPEB liability and related ratios, the schedule of the employer's proportionate share of the net pension liability, and the schedule of the employer's pension contributions, as listed in the table of contents, be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

### ***Supplementary Information***

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the District Attorney's basic financial statements. The accompanying schedule of compensation, benefits, and other payments to Agency Head or Chief Executive Officer is presented for purposes of additional analysis, as required by Louisiana Revised Statute (R.S.) 24:513(A)(3), and is not a required part of the basic financial statements. The justice system-funding schedule – receiving entity and the justice system-funding schedule – collecting / disbursing entity are presented for purposes of additional analysis, as required by Louisiana Revised Statute (R.S.) 24:515.2, and are not a required part of the basic financial statements. The schedule of expenditures of federal awards is also presented for purposes of additional analysis as required by Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, and is also not a required part of the basic financial statements.

The schedule of compensation, benefits, and other payments to Agency Head or Chief Executive Officer, the justice system funding schedule – receiving entity, the justice system funding schedule – collecting / disbursing entity and the schedule of expenditures of federal awards are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of compensation, benefits, and other payments to Agency Head or Chief Executive Officer, the justice system-funding schedule – receiving entity, the justice system-funding schedule – collecting / disbursing entity and the schedule of expenditures of federal awards are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

**Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated June 28, 2024, on our consideration of the District Attorney's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District Attorney's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District Attorney's internal control over financial reporting and compliance.

A handwritten signature in blue ink that reads "Duplantier, Hapmann, Hogan & Porter LLP". The signature is written in a cursive, flowing style.

New Orleans, Louisiana

## MANAGEMENT'S DISCUSSION AND ANALYSIS

DISTRICT ATTORNEY OF THE TWENTY-FOURTH JUDICIAL DISTRICT  
Jefferson Parish, Louisiana

Management's Discussion and Analysis

Within this section of the annual financial report of the District Attorney of the Twenty-Fourth Judicial District of Jefferson Parish (the District Attorney), the District Attorney's management provides this narrative discussion and analysis of the financial activities of the District Attorney for the year ended December 31, 2023. The District Attorney's financial performance is discussed and analyzed within the context of the accompanying financial statements and disclosures following this section.

FINANCIAL HIGHLIGHTS

The District Attorney's assets and deferred outflows exceeded its liabilities and deferred inflows by \$15,359,241 (net position) for the year reported.

Total net position is comprised of the net investment in capital assets of \$7,182,215 which includes property and equipment, net of accumulated depreciation, and unrestricted net position of \$8,177,026.

The District Attorney's General Fund reported total ending fund balance of \$20,667,518 which was classified as \$20,620,618 unassigned and \$46,900 as nonspendable. This compares to the prior year ending fund balance of \$19,106,362 showing an increase of \$1,561,156 during the current year.

The unassigned fund balance for the General Fund was \$20,620,618 or 92% of total General Fund expenditures and 86% of total General Fund revenues.

The above financial highlights are explained in more detail in the "financial analysis" section of this document.

OVERVIEW OF THE FINANCIAL STATEMENTS

This Management Discussion and Analysis document introduces the District Attorney's basic financial statements. The basic financial statements include: (1) government-wide financial statements, (2) fund financial statements, and (3) notes to the basic financial statements. The District Attorney also includes in this report additional information to supplement the basic financial statements.



DISTRICT ATTORNEY OF THE TWENTY-FOURTH JUDICIAL DISTRICT  
Jefferson Parish, Louisiana

Management's Discussion and Analysis (Continued)

GOVERNMENT-WIDE FINANCIAL STATEMENTS

The District Attorney's annual report includes two government-wide financial statements. These statements provide both long-term and short-term information about the District Attorney's overall financial status. Financial reporting at this level uses a perspective similar to that found in the private sector with its basis in accrual accounting and elimination or reclassification of activities between funds.

The first of these government-wide statements is the Statement of Net Position. This is the government-wide statement presenting information that includes all of the District Attorney's assets, deferred outflows of resources, liabilities, and deferred inflows of resources with the difference reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the District Attorney as a whole is improving or deteriorating. Evaluation of the overall health of the District Attorney would extend to other nonfinancial factors in addition to the financial information provided in this report.

The second government-wide statement is the Statement of Activities, which reports how the District Attorney's net position changed during the current year. All current year revenues and expenses are included regardless of when cash is received or paid. An important purpose of the design of the statement of activities is to show the financial reliance of the District Attorney's distinct activities or functions on revenues provided by the Parish, the State of Louisiana, and the Federal Government.

The government-wide financial statements present governmental activities of the District Attorney that are principally supported by intergovernmental revenues. The sole function of these governmental activities is judicial.

The government-wide financial statements are presented on pages 12 - 13 of this report.

FUND FINANCIAL STATEMENTS

A fund is an accountability unit used to maintain control over resources segregated for specific activities or objectives. The District Attorney uses funds to ensure and demonstrate compliance with finance-related laws and regulations. Within the basic financial statements, fund financial statements focus on the District Attorney's most significant funds rather than the District Attorney as a whole.

DISTRICT ATTORNEY OF THE TWENTY-FOURTH JUDICIAL DISTRICT  
Jefferson Parish, Louisiana

Management's Discussion and Analysis (Continued)

FUND FINANCIAL STATEMENTS - continued

The District Attorney has two types of funds:

1) GOVERNMENTAL FUNDS are reported in the fund financial statements and encompass the same function reported as governmental activities in the government-wide financial statements. However, the focus is very different with fund statements providing a distinctive view of the District Attorney's governmental funds, including object classifications. These statements report short-term fiscal accountability, focusing on the use of spendable resources and balances of spendable resources available at the end of the year. They are useful in evaluating annual financing requirements of governmental programs and the commitment of spendable resources for the near-term.

Since the government-wide focus includes the long-term view, comparisons between these two perspectives may provide insight into the long-term impact of short-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balance provide a reconciliation to assist in understanding the differences between these two perspectives.

The governmental fund financial statements are presented on pages 14-17 of this report.

2) FIDUCIARY FUNDS are reported in the fund financial statements. The District Attorney has only one fiduciary fund which is the Asset Forfeiture Custodial Fund. This fund reports seized assets held pending final disposition.

The fiduciary fund financial statements are presented on pages 18 and 19 of this report.

NOTES TO THE BASIC FINANCIAL STATEMENTS

The accompanying notes to the basic financial statements provide information essential to a full understanding of the government-wide and fund financial statements. The notes to the basic financial statements begin on page 20 of this report.

OTHER INFORMATION

In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information concerning the District Attorney's budget presentations. A budgetary comparison statement is included as "required supplementary information" for the General Fund. This statement demonstrates compliance with the District Attorney's adopted and final revised budget. This statement can be found on page 48 of this report.

DISTRICT ATTORNEY OF THE TWENTY-FOURTH JUDICIAL DISTRICT  
Jefferson Parish, Louisiana

Management's Discussion and Analysis (Continued)

FINANCIAL ANALYSIS OF THE DISTRICT ATTORNEY AS A WHOLE

The following table provides a summary of the District Attorney's net position for the past two years. Over time, as year-to-year financial information is accumulated on a consistent basis, changes in net position may be observed and used to discuss the changing financial position of the District Attorney as a whole.

Summary Statements of Net Position

	<u>December 31, 2023</u>	<u>December 31, 2022</u>
	<u>Governmental</u>	<u>Governmental</u>
	<u>Activities</u>	<u>Activities</u>
Assets:		
Current assets	\$21,232,725	\$19,694,742
Capital assets	7,182,215	7,452,562
Net pension asset	<u>-0-</u>	<u>4,853,616</u>
Total assets	<u>28,414,940</u>	<u>32,000,920</u>
Deferred Outflows of Resources:		
Deferred outflows related to pensions	7,422,523	5,427,618
Deferred outflows related to OPEB	<u>225,969</u>	<u>378,849</u>
Total deferred outflows of resources	<u>7,648,492</u>	<u>5,806,467</u>
Liabilities:		
Current liabilities	1,111,671	1,035,356
Long-term liabilities	<u>15,694,137</u>	<u>15,613,295</u>
Total liabilities	<u>16,805,808</u>	<u>16,648,651</u>
Deferred Inflows of Resources:		
Deferred inflows related to pensions	793,976	4,912,892
Deferred inflows related to OPEB	<u>3,104,407</u>	<u>2,290,431</u>
Total deferred inflows of resources	<u>3,898,383</u>	<u>7,203,323</u>
Net Position:		
Net Investment in capital assets	7,182,215	7,452,562
Unrestricted	<u>8,177,026</u>	<u>6,502,851</u>
Total net position	<u>\$15,359,241</u>	<u>\$13,955,413</u>

The District Attorney continues to maintain a high current ratio. The current ratio compares current assets to current liabilities and is an indication of the ability to pay current obligations. The current ratio for governmental activities is 19.10 to 1 for the year ended December 31, 2023, and 19.02 to 1 for the year ended December 31, 2022.

DISTRICT ATTORNEY OF THE TWENTY-FOURTH JUDICIAL DISTRICT  
Jefferson Parish, Louisiana

Management's Discussion and Analysis (Continued)

The following table provides a summary of the District Attorney's changes in net position:

Summary Statements of Activities

	<u>Year Ended December 31, 2023</u>		<u>Year Ended December 31, 2022</u>	
	<u>Governmental Activities</u>	<u>Percentage of Total</u>	<u>Governmental Activities</u>	<u>Percentage of Total</u>
Revenues:				
Program:				
Charges for services, fees and fines	\$ 2,698,298	11%	\$ 2,545,332	11%
Operating grants and Intergovernmental	20,159,124	81%	20,012,447	85%
General:				
Interest and other income	<u>1,918,299</u>	<u>8%</u>	<u>1,078,522</u>	<u>4%</u>
Total revenues	<u>24,775,721</u>	<u>100%</u>	<u>23,636,301</u>	<u>100%</u>
Program Expenses:				
Judicial	<u>23,371,893</u>	<u>100%</u>	<u>21,844,104</u>	<u>100%</u>
Total expenses	<u>23,371,893</u>	<u>100%</u>	<u>21,844,104</u>	<u>100%</u>
Change in net position	1,403,828		1,792,197	
Net position at beginning of year	<u>13,955,413</u>		<u>12,163,216</u>	
Net position at end of year	\$ <u>15,359,241</u>		\$ <u>13,955,413</u>	

GOVERNMENTAL REVENUES

The District Attorney is heavily reliant on funding from Jefferson Parish, the State of Louisiana, and the Federal Government to support its operations. Unlike many other agencies, the District Attorney receives no property tax or sales tax revenue. The District Attorney's financial position has enabled it to earn interest of \$1,187,486 and \$368,449 for the years ended December 31, 2023 and 2022 respectively, to support governmental activities.

DISTRICT ATTORNEY OF THE TWENTY-FOURTH JUDICIAL DISTRICT  
Jefferson Parish, Louisiana

Management's Discussion and Analysis (Continued)

GOVERNMENTAL FUNCTIONAL EXPENSES

The total governmental function of the District Attorney is judicial activities. Of the total costs, depreciation on the building, equipment, and vehicles was \$470,959 and \$456,717 for the years ended December 31, 2023 and 2022, respectively.

FINANCIAL ANALYSIS OF THE DISTRICT ATTORNEY'S FUNDS

Governmental Funds

As discussed, governmental funds are reported in the fund statements with a short-term, inflow and outflow of spendable resources focus. This information is useful in assessing resources available at the end of the year in comparison with upcoming financing requirements. Governmental funds, of which the General Fund is the only one reported, had an ending fund balance of \$20,667,518. Of this amount, \$20,620,618 is unassigned indicating availability for continuing the District Attorney's activities.

MAJOR GOVERNMENTAL FUNDS

The General Fund is the District Attorney's primary operating fund and the largest source of day-to-day service delivery. The General Fund's fund balance increased by \$1,561,156 from the prior year. General fund revenues for the current year were \$1,117,691 more than the prior year and expenditures were \$287,178 more than the prior year, due to an increase in various fees revenue, and an increase in expenditures regarding personnel and related benefits.

BUDGETARY HIGHLIGHTS

General Fund

The General Fund's original revenue budget was amended reflecting an increase of \$763,862 due to higher revenue projections. The General Fund's original expenditure budget was increased \$342,604 primarily in the category of personnel and related benefits.

DISTRICT ATTORNEY OF THE TWENTY-FOURTH JUDICIAL DISTRICT  
Jefferson Parish, Louisiana

Management's Discussion and Analysis (Continued)

CAPITAL ASSETS AND DEBT ADMINISTRATION

Capital Assets

The District Attorney's investment in capital assets, net of accumulated depreciation as of December 31, 2023 was \$7,182,215. See Note 4 of the notes to the financial statements for additional information about changes in capital assets during the current year. The following table provides a summary of capital asset activity.

	<u>Capital Assets</u>	
	<u>Governmental Activities</u>	
	<u>2023</u>	<u>2022</u>
Depreciable assets:		
Office building	\$ 13,098,968	\$ 13,098,968
Furniture, fixtures and equipment	3,145,797	2,945,185
Vehicles	<u>343,835</u>	<u>343,835</u>
Total depreciable assets	16,588,600	16,387,988
Less accumulated depreciation	<u>(9,406,385)</u>	<u>(8,935,426)</u>
Capital assets, net	<u>\$ 7,182,215</u>	<u>\$ 7,452,562</u>
Percentage depreciated	57%	55%

CONTACTING THE DISTRICT ATTORNEY'S FINANCIAL MANAGEMENT

This financial report is designed to provide a general overview of the District Attorney's finances, to comply with finance-related laws and regulations, and to demonstrate the District Attorney's commitment to public accountability. If you have questions about this report or would like to request additional information, contact Paul D. Connick, Jr., District Attorney of the Twenty-Fourth Judicial District, located at 200 Derbigny Street, Gretna, LA 70053.

## GOVERNMENT - WIDE FINANCIAL STATEMENTS

DISTRICT ATTORNEY OF THE TWENTY-FOURTH JUDICIAL DISTRICT  
Jefferson Parish, Louisiana

Statement of Net Position  
December 31, 2023

ASSETS

Current Assets:

Cash and cash equivalents	\$ 19,995,260
Accounts receivable	313,510
Due from fiduciary fund	877,055
Prepaid expenses	<u>46,900</u>
Total current assets	<u>21,232,725</u>

Non-current Assets:

Depreciable capital assets, net of depreciation	<u>7,182,215</u>
Total non-current assets	<u>7,182,215</u>

TOTAL ASSETS	\$ <u>28,414,940</u>
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Deferred Outflows of Resources:

Deferred outflows of resources related to pensions	7,422,523
Deferred outflows of resources related to OPEB	<u>225,969</u>
Total deferred outflows of resources	<u>7,648,492</u>

LIABILITIES

Current Liabilities:

Accounts and other accrued payables	\$ 561,873
Compensated absences payable	128,783
Unearned revenue	3,334
Other post employment benefits obligation	<u>417,681</u>
Total current liabilities	<u>1,111,671</u>

Non-current Liabilities:

Compensated absences payable	1,459,382
Other post-employment benefits obligation	5,120,360
Net pension liability	<u>9,114,395</u>
Total non-current liabilities	<u>15,694,137</u>

TOTAL LIABILITIES	\$ <u>16,805,808</u>
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Deferred Inflows of Resources:

Deferred inflows of resources related to pensions	793,976
Deferred inflows of resources related to OPEB	<u>3,104,407</u>
Total deferred inflows of resources	<u>3,898,383</u>

NET POSITION

Net investment in capital assets	7,182,215
Unrestricted	<u>8,177,026</u>
Total net position	\$ <u>15,359,241</u>

The accompanying notes are an integral part of this statement.



DISTRICT ATTORNEY OF THE TWENTY-FOURTH JUDICIAL DISTRICT  
Jefferson Parish, Louisiana

Statement of Activities  
Year Ended December 31, 2023

<u>Activities</u>	<u>Expenses</u>	<u>Program Revenues</u>		<u>Net (Expense) Revenues and Changes in Net Position</u>
		<u>Fees, Fines, and Charges for Services</u>	<u>Operating Grants and Intergovernmental</u>	
Governmental activities:				
Judicial	\$ (23,371,893)	\$ 2,698,298	\$ 20,159,124	\$ (514,471)
General revenues:				
Non-employer contribution				730,576
Interest earnings				1,187,486
Other income				<u>237</u>
Total general revenues				<u>1,918,299</u>
Changes in net position				<u>1,403,828</u>
Net position at beginning of year				<u>13,955,413</u>
Net position at end of year				<u>\$ 15,359,241</u>

The accompanying notes are an integral part of this statement.

## FUND FINANCIAL STATEMENTS

DISTRICT ATTORNEY OF THE TWENTY-FOURTH JUDICIAL DISTRICT  
Jefferson Parish, Louisiana

Balance Sheet - Governmental Funds  
December 31, 2023

ASSETS

	<u>General Fund</u>
Cash and cash equivalents	\$ 19,995,260
Receivables:	
Due from fiduciary fund	877,055
Grants receivable	157,708
Commissions on fines and bond forfeitures	53,396
Court costs	37,855
Diversion fees	63,448
Interest	1,103
Prepaid insurance	<u>46,900</u>
 Total assets	 \$ <u>21,232,725</u>

LIABILITIES AND FUND BALANCE

Current Liabilities:	
Accounts and other accrued payables	\$ 561,873
Unearned revenue	<u>3,334</u>
 Total liabilities	 <u>565,207</u>
 Fund balances:	
Nonspendable	46,900
Unassigned	<u>20,620,618</u>
 Total fund balances	 <u>20,667,518</u>
 Total liabilities and fund balances	 \$ <u>21,232,725</u>

The accompanying notes are an integral part of this statement.

DISTRICT ATTORNEY OF THE TWENTY-FOURTH JUDICIAL DISTRICT  
Jefferson Parish, Louisiana

Reconciliation of the Governmental Funds Balance Sheet  
to the Statement of Net Position  
December 31, 2023

Total fund balances - governmental fund (fund financial statement)	\$ 20,667,518
Amounts reported for <i>governmental activities</i> in the statement of net position (government - wide financial statements) are different because:	
Capital assets used in governmental activities are not current financial resources and therefore are not reported in the governmental fund. The cost of the assets is \$16,588,600, and the accumulated depreciation is \$9,406,385	7,182,215
Long-term liabilities are not due and payable in the current period and therefore are not reported as liabilities in the governmental funds. Long-term liabilities at year-end consist of:	
Compensated absences payable	(1,588,165)
Other post-employment benefit obligation	(5,538,041)
Net pension liability	(9,114,395)
The deferred outflows of resources related to pensions are applicable to future reporting periods and, therefore, are not reported in the governmental fund.	7,422,523
The deferred outflows of resources related to OPEB are applicable to future reporting periods and, therefore, are not reported in the governmental fund.	225,969
The deferred inflows of resources related to pensions are applicable to future reporting periods and, therefore, are not reported in the governmental fund.	(793,976)
The deferred inflows of resources related to OPEB are applicable to future reporting periods and, therefore, are not reported in the governmental fund.	<u>(3,104,407)</u>
Total net position - governmental activities (government - wide financial statements)	<u>\$ 15,359,241</u>

The accompanying notes are an integral part of this statement.

DISTRICT ATTORNEY OF THE TWENTY-FOURTH JUDICIAL DISTRICT  
Jefferson Parish, Louisiana

Statement of Revenues, Expenditures, and Changes in Fund Balance  
Governmental Fund  
Year Ended December 31, 2023

	<u>General Fund</u>
Revenues:	
Intergovernmental and grants	\$ 20,159,124
Charges for services	2,698,298
Interest earnings and other income	<u>1,187,723</u>
Total revenues	<u>24,045,145</u>
Expenditures:	
Personnel and related benefits	17,962,669
Operating services	3,496,986
Professional fees	215,636
Capital outlays	200,612
Intergovernmental	<u>608,086</u>
Total expenditures	<u>22,483,989</u>
Excess of revenues over expenditures	1,561,156
Fund balance - beginning of year	<u>19,106,362</u>
Fund balance - end of year	<u>\$ 20,667,518</u>

The accompanying notes are an integral part of this statement.

DISTRICT ATTORNEY OF THE TWENTY-FOURTH JUDICIAL DISTRICT  
Jefferson Parish, Louisiana

Reconciliation of the Statement of Revenues, Expenditures,  
and Changes in Fund Balance of Governmental Fund  
to the Statement of Activities  
Year Ended December 31, 2023

Net change in fund balance - governmental fund (fund financial statements)		\$ 1,561,156
<p>Amounts reported for <i>governmental activities</i> in the statement of activities (government-wide financial statements) are different because:</p> <p>Governmental funds report capital outlays as expenditures in the individual fund. Governmental activities report depreciation expense to allocate the cost of those capital assets over the estimated useful life of the asset.</p>		
Capital outlays	200,612	
Depreciation expense	<u>(470,959)</u>	(270,347)
<p>Some items reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds. These activities consist of:</p>		
Net increase in compensated absences		(38,471)
Non-employer contributions are reported as revenues in the governmental funds when made. The employer's proportionate share of non-employer contributions to the pension plans are reported in the statement of activities.		730,576
Pension benefit (expense), which is the change in the net pension liability adjusted for changes in deferred outflows and inflows of resources related to pensions, is reported in the statement of activities.		(2,093,620)
OPEB benefit (expense), which is the change in the total OPEB liability adjusted for changes in deferred outflows and inflows of resources related to OPEB, is reported in the statement of activities.		<u>1,514,534</u>
Change in net position of governmental activities (government-wide financial statements)		\$ <u><u>1,403,828</u></u>

The accompanying notes are an integral part of this statement.

DISTRICT ATTORNEY OF THE TWENTY-FOURTH JUDICIAL DISTRICT  
Jefferson Parish, Louisiana  
Statement of Fiduciary Net Position

Asset Forfeiture Custodial Fund  
Year Ended December 31, 2023

	<u>Asset Forfeiture Custodial Fund</u>
<u>ASSETS</u>	
Cash and cash equivalents	\$ <u>5,036,309</u>
Total assets	\$ <u>5,036,309</u>
<u>LIABILITIES</u>	
Due to General Fund	\$ <u>877,055</u>
Total liabilities	<u>877,055</u>
<u>NET POSITION</u>	
Restricted for:	
Other governments and defendants	\$ <u>4,159,254</u>
Total net position	\$ <u>4,159,254</u>

The accompanying notes are an integral part of this statement.

DISTRICT ATTORNEY OF THE TWENTY-FOURTH JUDICIAL DISTRICT  
Jefferson Parish, Louisiana

Statement of Changes in Fiduciary Net Position  
Asset Forfeiture Custodial Fund  
Year Ended December 31, 2023

	Asset Forfeiture Custodial <u>Fund</u>
Additions:	
Seizures	2,794,678
Interest earnings on investments	<u>209,591</u>
Total additions	\$ <u>3,004,269</u>
Deductions:	
Returned to defendants	349,012
Commissions and interest to district attorney	373,357
Distributions to other agencies	<u>695,245</u>
Total deductions	\$ <u>1,417,614</u>
Change in net position	1,586,655
Net position at beginning of year	<u>2,572,599</u>
Net position at end of year	\$ <u><u>4,159,254</u></u>

The accompanying notes are an integral part of this statement.



## NOTES TO FINANCIAL STATEMENTS

DISTRICT ATTORNEY OF THE TWENTY-FOURTH JUDICIAL DISTRICT  
Jefferson Parish, Louisiana

Notes to Basic Financial Statements  
Year Ended December 31, 2023

Introduction

As provided by Article V, Section 26 of the Louisiana Constitution of 1974, the District Attorney of the Twenty-Fourth Judicial District (the District Attorney) has charge of every criminal prosecution by the State in the district, is the representative of the State before the grand jury in the district, and is the legal advisor to the grand jury. The District Attorney performs other duties as provided by law. The District Attorney is elected by the qualified electors of the judicial district for a term of six years. The Twenty-Fourth Judicial District encompasses the entire Parish of Jefferson.

(1) Summary of Significant Accounting Policies

A. Reporting Entity

For financial reporting purposes, the District Attorney includes all funds and activities that are controlled by the District Attorney as an independently elected parish official. There are no component units included or required to be included as part of the financial reporting entity. The District Attorney is solely responsible for the operations of his office, which include the hiring and retention of employees, authority over budgeting, responsibility for deficits, and the receipt and disbursement of funds. Other than certain operating expenditures of the District Attorney's office that are paid or provided by the Parish Council as required by Louisiana law, the District Attorney is financially independent. Accordingly, the District Attorney is a separate governmental reporting entity. Certain units of the local government, over which the District Attorney exercises no oversight responsibility, such as the Parish Council, Parish School Board, other independently elected parish officials, and municipalities within the parish, are excluded from the accompanying financial statements. These units of government are considered separate reporting entities and issue financial statements separate from those of the District Attorney.

B. Basis of Presentation

The accompanying basic financial statements of the District Attorney have been prepared in conformity with governmental accounting principles generally accepted in the United States of America. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The accompanying basic financial statements have been prepared in conformity with GASB Statement No. 34, *Basic Financial Statements and Management's Discussion and Analysis for State and Local Governments*.

DISTRICT ATTORNEY OF THE TWENTY-FOURTH JUDICIAL DISTRICT  
Jefferson Parish, Louisiana

Notes to Basic Financial Statements – Continued  
Year Ended December 31, 2023

(1) Summary of Significant Accounting Policies - continued

B. Basis of Presentation - continued

Government-Wide Financial Statements (GWFS)

The District Attorney's basic financial statements include both government-wide (reporting the District Attorney as a whole) and fund financial statements (reporting the District Attorney's major fund). All of the District Attorney's judicial and administrative services are classified as governmental activities.

In the government-wide Statement of Net Position, the governmental activities are reported on a full accrual, economic resources basis, which recognizes all long-term assets, receivables and deferred outflows of resources, as well as long-term debt, obligations and deferred inflows of resources. The District Attorney's net position is reported in two parts: net investment in capital assets and unrestricted net position.

The government-wide Statement of Activities reports both the gross and net cost of each of the District Attorney's functions and activities (judicial). These functions are also supported by general governmental revenues (non-employer contributions, interest earned, and other income). The Statement of Activities reduces gross expenses (including depreciation) by related program revenues and operating and capital grants. Program revenues must be directly associated with the function (judicial). Operating grants include operating-specific and discretionary (either operating or capital) grants.

The net costs (by function) are normally covered by general revenue (interest earned, etc). This government-wide focus is more on the sustainability of the District Attorney as an entity and the change in the District Attorney's net position resulting from the current year's activities.

Fund Financial Statements (FFS)

The District Attorney uses funds to maintain its financial records during the year. Fund accounting is designed to demonstrate legal compliance and to aid management by segregating transactions related to certain District Attorney functions and activities. A fund is defined as a separate fiscal and accounting entity with a self-balancing set of accounts. The funds of the District Attorney are classified into two categories: governmental and fiduciary. The funds of the District Attorney are described below.

DISTRICT ATTORNEY OF THE TWENTY-FOURTH JUDICIAL DISTRICT  
Jefferson Parish, Louisiana

Notes to Basic Financial Statements – Continued  
Year Ended December 31, 2023

(1) Summary of Significant Accounting Policies - continued

B. Basis of Presentation - continued

Governmental

The General Fund of the District Attorney is used to account for all financial resources, except those required to be accounted for in other funds. The General Fund is available for any purpose provided it is expended in accordance with state and federal laws and according to District Attorney policy.

Fiduciary

The District Attorney's Fiduciary Fund, the Asset Forfeiture Custodial Fund, is used to account for assets seized in narcotics cases in which the District Attorney has received the seized assets, pending the final disposition of the case. The assets may ultimately be returned to the defendant from whom they were seized, transferred to another agency, or divided among the District Attorney, the Parish of Jefferson as custodian of judicial funds, and the seizing agency. In the latter instance, the District Attorney is responsible for allocating the assets to the respective agencies net of the expenses incurred in handling the assets. The Fiduciary Fund uses the full accrual basis of accounting.

C. Measurement Focus/Basis of Accounting

Measurement focus refers to what is being measured. Basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurement made, regardless of the measurement focus applied.

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. The economic resources measurement focus means all assets, liabilities, deferred outflows of resources and deferred inflows of resources (whether current or non-current) are included on the statement of net position and the statement of activities presents increases (revenues) and decreases (expenses) in total net position. Under the accrual basis of accounting, revenues are recognized when earned. Expenses are recognized at the time the liability is incurred.

DISTRICT ATTORNEY OF THE TWENTY-FOURTH JUDICIAL DISTRICT  
Jefferson Parish, Louisiana

Notes to Basic Financial Statements – Continued  
Year Ended December 31, 2023

(1) Summary of Significant Accounting Policies - continued

C. Measurement Focus/Basis of Accounting -continued

Governmental fund financial statements are reported using the current financial resources measurement focus and are accounted for using the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available). Measurable means the amount of the transaction can be determined and available means collectible within the current period or soon enough thereafter to pay liabilities of the current period. The District Attorney considers all revenues available if they are collected within 60 days after the fiscal year end. Expenditures are recorded when the related fund liability is incurred, except for interest and principal payments on general long-term debt which is recognized when due. The governmental funds use the following practices in recording revenues and expenditures:

Revenues

Intergovernmental revenues and fees, charges and commissions for services are recorded when the District Attorney is entitled to the funds.

Interest on interest-bearing deposits is recorded or accrued as revenues when earned. Substantially all other revenues are recorded when received.

Expenditures

The District Attorney's primary expenditures include salaries and related benefits, which are recorded when the liability is incurred. Capital expenditures and purchases of various operating supplies are regarded as expenditures at the time purchased.

D. Budget

The District Attorney adopts a formal budget for the General Fund on the modified accrual basis of accounting which is consistent with generally accepted accounting principles. Formal budget integration within the accounting records is not employed as part of the accounting system. The District Attorney prepares and reviews a comparison of budget to actual figures for revenues and expenditures on a monthly basis.

The District Attorney adopted his original 2023 budget on December 28, 2022. Appropriations for the General Fund lapse at year end, and the District Attorney does not utilize encumbrance accounting.

DISTRICT ATTORNEY OF THE TWENTY-FOURTH JUDICIAL DISTRICT  
Jefferson Parish, Louisiana

Notes to Basic Financial Statements – Continued  
Year Ended December 31, 2023

(1) Summary of Significant Accounting Policies - continued

E. Cash and Cash Equivalents

Cash and cash equivalents include amounts in demand deposits, interest-bearing demand deposits, and money-market-like investment pools. Under state law, the District Attorney may deposit funds in demand deposits, interest bearing demand deposits, money market accounts, or time deposits in state banks, organized under Louisiana law and national banks having their principal offices in Louisiana. Investments are limited by Louisiana Revised Statute (R.S.) 33:295 and the District Attorney’s investment policy. If the original maturities of investments exceed 90 days, they are classified as investments; however, if the original maturities are 90 days or less, they are classified as cash equivalents. Investments are carried at cost which approximates market.

F. Interfund Receivables/Payables

During the course of operations transactions occur between individual funds. These receivables and payables are classified as “due to or due from other funds” on the balance sheet.

G. Capital Assets

In the government-wide financial statements capital assets purchased or acquired are recorded at either historical cost or estimated historical cost and depreciated over their estimated useful lives (excluding salvage value). Contributed assets are recorded at fair market value at the date received. The District Attorney maintains a threshold level of \$500 or more for capitalized capital assets. Additions, improvements, and other capital outlays that significantly extend the useful life of an asset are capitalized. Other costs incurred for repairs and maintenance are expensed as incurred. Straight-line depreciation is used based on the following estimated useful lives:

- Building 40 years
- Vehicles 5 years
- Furniture and fixtures 7-10 years
- Computer equipment 5-10 years

In the fund financial statements, capital assets used in governmental fund operations are accounted for as capital outlay expenditures of the fund upon acquisition.

DISTRICT ATTORNEY OF THE TWENTY-FOURTH JUDICIAL DISTRICT  
Jefferson Parish, Louisiana

Notes to Basic Financial Statements – Continued  
Year Ended December 31, 2023

(1) Summary of Significant Accounting Policies - continued

H. Compensated Absences – Policy Summary

The following is a summary of the District Attorney's policy for annual leave, medical leave, and compensatory time.

There are two categories of full-time employees of the District Attorney, non-exempt and exempt. Non-exempt employees are those regular employees who earn overtime for all hours worked in excess of 40 hours per week. Generally, most support employees and investigators are non-exempt. All assistant district attorneys, diversion counselors and certain other employees with managerial responsibility are exempt employees and do not earn overtime pay. Assistant District Attorneys earn medical leave only.

Non-exempt employees of the District Attorney earn annual leave at the rate of 13 to 19.5 days per year depending on the length of service. Medical leave is earned at a rate of 13 days per year. Earned but unused annual leave credits will be accumulated for each non-exempt employee and may be carried into the next calendar year, but the maximum amount of accumulated leave which may be carried forward will be 40 days for employees hired after April 26, 1986, and 90 days for employees hired prior to April 26, 1986. There is no limitation on the amount of medical leave that may be accumulated and carried forward from one year to the next.

Exempt employees do not earn annual leave. Medical leave is earned at a rate of 15 days per year. There is no limitation on the amount of medical leave that may be accumulated and carried over from one year to the next.

All non-exempt employees hired before April 26, 1986 will be paid for all unused annual leave and one-half of all unused medical leave remaining at the time of separation. Non-Exempt employees hired on or after April 26, 1986 and having an initial accumulation of six days of annual leave and having attained permanent status will be paid a maximum of 20 days of unused annual leave and all unused medical leave up to but not more than 40 days. Accrued medical leave will be paid to an employee only after seven years of service.

Exempt employees will be paid for all unused medical leave up to but not more than 40 days. Accrued medical leave will be paid only after seven years of service.

DISTRICT ATTORNEY OF THE TWENTY-FOURTH JUDICIAL DISTRICT  
Jefferson Parish, Louisiana

Notes to Basic Financial Statements – Continued  
Year Ended December 31, 2023

(1) Summary of Significant Accounting Policies - continued

H. Compensated Absences – Policy Summary - continued

Compensatory time is earned by investigators. However, in certain instances, other employees may earn compensatory time with permission of the District Attorney. Overtime is defined as those hours worked in excess of a normal, 35-hour work week and compensated for as follows:

- 1) Overtime hours worked in excess of 35, but less than 40 hours will be returned in the form of compensatory time at a straight-time, or one-for-one rate.
- 2) Overtime hours worked in excess of 40 hours will be returned in the form of compensatory time at a rate of time and one-half.

Overtime earned may be carried-over on the books in the form of compensatory time, not to exceed 480 hours. At time of separation, compensatory time will be paid to employee.

I. Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statement and the reported amounts of revenues and expenditures during the reporting period. Actual results could differ from those estimates.

J. Fund Balance

GASB Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definition*, defines the different categories of fund balances that a governmental entity must use for financial reporting purposes. The following classifications describe the relative strength of the spending constraints:

- a. Nonspendable – amounts that cannot be spent either because they are in nonspendable form or because they are legally or contractually required to be maintained intact.
- b. Restricted – amounts that can be spent only for specific purposes because of constitutional provisions or enabling legislation or because of constraints that are externally imposed by creditors, grantors, contributors, or the laws or regulations of other governments.



DISTRICT ATTORNEY OF THE TWENTY-FOURTH JUDICIAL DISTRICT  
Jefferson Parish, Louisiana

Notes to Basic Financial Statements – Continued  
Year Ended December 31, 2023

(1) Summary of Significant Accounting Policies - continued

J. Fund Balance - continued

- c. Committed – amounts that can be used only for specific purposes determined by a formal decision of the District Attorney, which is the highest level of decision-making authority for the District Attorney.
- d. Assigned – amounts that do not meet the criteria to be classified as restricted or committed but that are intended to be used for specific purposes.
- e. Unassigned – all other spendable amounts.

The District Attorney applies restricted resources first when expenditures are incurred for purposes for which either restricted or unrestricted (committed, assigned, and unassigned) amounts are available. Similarly, within unrestricted fund balance, committed amounts are reduced first, followed by assigned, and then unassigned amounts when expenditures are incurred for purposes for which amounts in any of the unrestricted fund balance classifications could be used. The District Attorney does not have a formal minimum fund balance policy.

K. Net Position

Net position represents the various net earnings from revenues and expenses. Net position is classified in the following components:

- a. Net investment in capital assets – Consists of capital assets including restricted capital assets, net of accumulated depreciation, and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.
- b. Restricted net position – Consists of restricted assets with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.
- c. Unrestricted net position – All other net resources that do not meet the definition of “restricted” or net investment in capital assets.

DISTRICT ATTORNEY OF THE TWENTY-FOURTH JUDICIAL DISTRICT  
Jefferson Parish, Louisiana

Notes to Basic Financial Statements – Continued  
Year Ended December 31, 2023

(1) Summary of Significant Accounting Policies - continued

L. Deferred Outflows/Inflows of Resources

In addition to assets, the statement of net position reports a separate section for deferred outflows of resources that represents a consumption of net position that applies to future period(s) and will not be recognized as an outflow of resources (expense) until then. The District Attorney has two items that qualify for reporting in this category, which are deferred amounts related to pensions and deferred amounts related to OPEB.

In addition to liabilities, the statement of net position reports a separate section for deferred inflows of resources that represents an acquisition of net position that applies to future period(s) and will not be recognized as an inflow of resources (revenue) until that time. The District Attorney has two items that qualify for reporting in this category, which are deferred amounts related to pensions and deferred amounts related to OPEB.

M. Pension Plans

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions and pension expense, information about the fiduciary net position of the Parochial Employees' Retirement System (The State Plan) and The Louisiana District Attorneys' Retirement System (DARS), and changes in The State Plan's and DARS' fiduciary net position have been determined on the same basis as they are reported by each retirement system. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

N. New Accounting Pronouncements

The Governmental Accounting Standards Board (GASB) has issued the following pronouncement: GASB Statement No. 96, *Subscription-Based Information Technology Arrangements* (SBITAs). The objective of this Statement is to better meet the informational needs of financial statement users by establishing uniform accounting and financial reporting requirement for SBITAs, improving the comparability of financial statements among governments that have entered into SBITAs, and enhancing the understandability, reliability, relevance, and consistency of information about SBITAs. Under this statement, a government generally should recognize a right-of-use subscription asset, an intangible asset, and a corresponding subscription liability. The District Attorney has analyzed the provisions of GASB Statement No. 96, *Subscription-Based Information Technology Arrangements*, and has concluded that there are no subscription arrangements which qualify for adjustment or disclosure under the new standard. Therefore, no restatement of prior periods or cumulative effect adjustment recorded in the year of adoption, was considered necessary.

DISTRICT ATTORNEY OF THE TWENTY-FOURTH JUDICIAL DISTRICT  
Jefferson Parish, Louisiana

Notes to Basic Financial Statements – Continued  
Year Ended December 31, 2023

(2) Cash and cash equivalents

At December 31, 2023, the District Attorney had cash and cash equivalents totaling \$19,995,260 (book balances) in the General Fund and \$5,036,309 (book balances) in the Asset Forfeiture Custodial Fund invested in demand deposit accounts at various local banks and at L.A.M.P. (Louisiana Asset Management Pool.) These deposits are stated at cost, which approximates market. Under state law, these deposits (or the resulting bank balances) must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. The market value of the pledged securities plus the federal deposit insurance must at all times equal the amount of deposit with the fiscal agent bank. These securities are held in the name of the pledging fiscal agent bank in a holding or custodial bank that is mutually acceptable to both parties.

Custodial credit risk is the risk that, in the event of a bank failure, the District Attorney's deposits might not be recovered. The District Attorney's deposit policy for custodial credit risk conforms to state law as described in Note 1 to the financial statements.

At December 31, 2023, the District Attorney had \$19,955,907 in demand deposits (collected bank balances). These deposits are entirely secured from risk by federal deposit insurance and pledged securities held by the custodial bank in the name of the fiscal agent.

At December 31, 2023, cash equivalents held by the District Attorney consist of \$5,211,475 in the Louisiana Asset Management Pool (LAMP). The funds in LAMP are not categorized in the three risk categories provided by GASB because the investment is in the pool of funds and therefore not evidenced by securities that exist in physical or book entry form. LAMP is rated AAAM by Standard & Poor's. Only political subdivisions having contracted to participate in LAMP have an investment interest in its pool of assets. The primary objective of LAMP is to provide a safe environment for the placement of public funds in short-term, high-quality investments. The LAMP portfolio includes only securities and other obligations in which local governments in Louisiana are authorized to invest in accordance with LA-R.S. 33:2955. The dollar weighted average portfolio maturity of LAMP assets is restricted to not more than 90 days, and consists of no securities with a maturity in excess of 397 days, or 762 days for U.S. Government floating/variable investments. LAMP is designed to be highly liquid to give its participants immediate access to their account balances. The fair value of investments as based on quoted market rates is determined on a weekly basis to monitor any variances between amortized cost and market value. Since all investments are short-term, highly liquid securities, the pool sponsor has not obtained any legally binding guarantees during the period to support the value of

DISTRICT ATTORNEY OF THE TWENTY-FOURTH JUDICIAL DISTRICT  
Jefferson Parish, Louisiana

Notes to Basic Financial Statements – Continued  
Year Ended December 31, 2023

(2) Cash and cash equivalents - continued

shares. LAMP, Inc. is subject to the regulatory oversight of the state treasurer and the board of directors. LAMP is not registered with the SEC as an investment company. The investments in LAMP are stated at fair value. The fair value is determined on a weekly basis by LAMP and the value of the position in the external investment pool is the same as the net asset value of the pool shares.

(3) Receivables

Accrued receivables consist of charges for services performed through the end of the current period but not collected until the subsequent period.

Other receivables represent the amount due from the Asset Forfeiture Custodial Fund.

(4) Capital Assets

Capital assets and depreciation activity for the governmental activities as of and for the year ended December 31, 2023 as follows:

<u>Governmental Activities</u>	Balance, January 1, <u>2023</u>	<u>Additions</u>	<u>Deletions</u>	Balance, December 31, <u>2023</u>
Capital assets being depreciated:				
Building and improvements	\$ 13,098,968	\$ -0-	\$ -0-	\$ 13,098,968
Vehicles	343,835	-0-	-0-	343,835
Furniture, fixtures, and equipment	<u>2,945,185</u>	<u>200,612</u>	<u>-0-</u>	<u>3,145,797</u>
Total	<u>16,387,988</u>	<u>200,612</u>	<u>-0-</u>	<u>16,588,600</u>
Less accumulated depreciation:				
Building	6,090,298	327,994	-0-	6,418,292
Vehicles	224,982	43,764	-0-	268,746
Furniture, fixtures, and equipment	<u>2,620,146</u>	<u>99,201</u>	<u>-0-</u>	<u>2,719,347</u>
Total	<u>8,935,426</u>	<u>470,959</u>	<u>-0-</u>	<u>9,406,385</u>
Capital assets, net	\$ <u>7,452,562</u>	\$ <u>(270,347)</u>	\$ <u>-0-</u>	\$ <u>7,182,215</u>

The building is located on land which is leased from Jefferson Parish for a term of 99 years. No rent is payable with regard to this lease.

DISTRICT ATTORNEY OF THE TWENTY-FOURTH JUDICIAL DISTRICT  
Jefferson Parish, Louisiana

Notes to Basic Financial Statements – Continued  
Year Ended December 31, 2023

(5) Accounts and Other Accrued Payables

The payables of \$561,873 at December 31, 2023, were as follows:

Payable for:	
Diversion program expenses	\$ 26,906
Professional fees	7,175
DWI Spec Fees	18,875
Child Advocacy	14,561
Jefferson Parish	488,739
Office Expense	771
Computer & Software	4,846
Total	<u>\$ 561,873</u>

(6) Long-term liabilities

Name	Balance 1/1/23	Additions	Deletions	Balance 12/31/23	Due Within One Year
Other Post Employment Benefits Obligation	\$ 8,019,432	\$ 777,495	\$ (3,258,886)	\$ 5,538,041	\$ 417,681
Net Pension Liability	1,637,529	11,932,247	(4,455,381)	9,114,395	-
Compensated Absences	<u>1,549,694</u>	<u>98,337</u>	<u>(59,866)</u>	<u>1,588,165</u>	<u>128,783</u>
Total	\$ 11,206,655	\$12,808,079	\$ (7,774,133)	\$16,240,601	\$ 546,464

(7) Pension Plans

The District Attorney is a participating employer in two separate defined benefit pension plans each administered by separate public employee retirement systems:

A. The Parochial Employees' Retirement System of Louisiana (The State Plan)

Plan Description - The Parochial Employees' Retirement System Board of Trustees (The Board), an Administrative Director, an Actuary, and Legal Counsel administer the Parochial Employees' Retirement System (the State Plan), a cost-sharing multiple-employer defined benefit plan established by the Louisiana legislature as of January 1, 1953, by Act 205 of 1952. The State Plan was revised by Act No. 765 of 1979, effective January 1, 1980, to create the Plan A and Plan B fund to replace the "regular plan" and the "supplemental plan". Plan B Fund replaces the "regular plan" (the District Attorney does not have any participants in this plan). The State Plan is operating pursuant to LSA-R.S. 11:1901 through 11:2015. The State Plan covers employees who were hired subsequent to December 15, 1979.

DISTRICT ATTORNEY OF THE TWENTY-FOURTH JUDICIAL DISTRICT  
Jefferson Parish, Louisiana

Notes to Basic Financial Statements – Continued  
Year Ended December 31, 2023

(7) Pension Plans – continued

A. The Parochial Employees' Retirement System of Louisiana (The State Plan) - continued

Benefits Provided – The State Plan provides retirement, deferred retirement option (DROP), disability, and survivor's benefits to all qualified employees of any taxing districts of a parish or any branch or section of a parish within the State of Louisiana which does not have their own retirement system and which elects to become members of The State Plan. The following is a brief description of the plan and its benefits. Participants should refer to the appropriate statutes for more complete information.

Retirement Benefits – Any member of Plan A can retire providing he/she meets one of the following criteria:

For employees hired prior to January 1, 2007:

1. Any age with thirty (30) or more years of creditable service.
2. Age 55 with twenty-five (25) years of creditable service.
3. Age 60 with a minimum of ten (10) years of creditable service.
4. Age 65 with a minimum of seven (7) years of creditable service.

For employees hired after January 1, 2007:

1. Age 55 with 30 years of service.
2. Age 62 with 10 years of service.
3. Age 67 with 7 years of service.

Generally, the monthly amount of the retirement allowance of any member of Plan A shall consist of an amount equal to three percent of the member's final average compensation multiplied by his/her years of creditable service. However, under certain conditions, as outlined in the statutes, the benefits are limited to specified amounts.

Survivor Benefits – Upon the death of any member of Plan A with five (5) or more years of creditable service who is not eligible for retirement, the plan provides for benefits for the surviving spouse and minor children, as outlined in statutes.

Any member of Plan A, who is eligible for normal retirement at time of death, the surviving spouse shall receive an automatic Option 2 benefit, as outlined in the statutes.

Deferred Retirement Option Plan – Act 338 of 1990 established the Deferred Retirement Option Plan (DROP) for the retirement system. DROP is an option for that member who is eligible for normal retirement.

DISTRICT ATTORNEY OF THE TWENTY-FOURTH JUDICIAL DISTRICT  
Jefferson Parish, Louisiana

Notes to Basic Financial Statements – Continued  
Year Ended December 31, 2023

(7) Pension Plans – continued

A. The Parochial Employees' Retirement System of Louisiana (The State Plan) - continued

In lieu of terminating employment and accepting a service retirement, any member of Plan A who is eligible to retire may elect to participate in the Deferred Retirement Option Plan (DROP) in which they are enrolled for three years and defer the receipt of benefits. During participation in the plan, employer contributions are payable, but employee contributions cease. The monthly retirement benefits that would be payable, had the person elected to cease employment and receive a service retirement allowance, are paid into the DROP Fund.

Upon termination of employment prior to or at the end of the specified period of participation, a participant in the DROP may receive, at his option, a lump sum from the account equal to the payments into the account, a true annuity based upon his account balance in that fund, or roll over the fund to an individual retirement account.

For individuals who become eligible to participate in the Deferred Retirement Option Plan on or after January 1, 2004, all amounts which remain credited to the individual's subaccount after termination in the DROP will be placed in liquid asset money market investments at the discretion of the board of trustees. These subaccounts may be credited with interest based on money market rates of return or, at the option of The State Plan, the funds may be credited to self-directed subaccounts. The participant in the self-directed portion of DROP must agree that the benefits payable to the participant are not the obligations of the state or The State Plan, and that any returns and other rights of the DROP are the sole liability and responsibility of the participant and the designated provider to which contributions have been made.

Disability Benefits – For Plan A, a member shall be eligible to retire and receive a disability benefit if they were hired prior to January 1, 2007, and has at least five years of creditable service or if hired after January 1, 2007, has seven years of creditable service, and is not eligible for normal retirement and has been officially certified as disabled by the State Medical Disability Board. Upon retirement caused by disability, a member of Plan A shall be paid a disability benefit equal to the lesser of an amount equal to three percent of the member's final average compensation multiplied by his years of service, not to be less than fifteen, or three percent multiplied by years of service assuming continued service to age sixty for those members who are enrolled prior to January 1, 2007 and to age 62 for those members who are enrolled January 1, 2007 and later.

Contributions – Member contributions, established by Louisiana Revised Statute (La. R.S. 11:1901) at 9.50% of compensation for Plan A are deducted from the member's salary and remitted by the participating employers. Employer contributions are actuarially determined every fiscal year according to statutory process. Written notice of these rates is provided to employers annually. For the year ended December 31, 2023 the employer contribution rate was 11.50%.

DISTRICT ATTORNEY OF THE TWENTY-FOURTH JUDICIAL DISTRICT  
Jefferson Parish, Louisiana

Notes to Basic Financial Statements – Continued  
Year Ended December 31, 2023

(7) Pension Plans – continued

B. The Louisiana District Attorneys' Retirement System (DARS)

Plan Description - The district attorney and assistant district attorneys are members of the Louisiana District Attorneys' Retirement System (DARS). The Louisiana District Attorneys' Retirement System is a cost-sharing multiple employer defined benefit retirement system which is administered and controlled by a board of trustees. DARS was established on the first day of August, Nineteen hundred and fifty-six and was placed under the management of the Board of Trustees for the purpose of providing retirement allowances and other benefits as stated under the provisions of R.S. 11, Chapter 3 for district attorneys and their assistants in each parish.

All persons who are district attorneys of the State of Louisiana, assistant district attorneys in any parish of the State of Louisiana, or employed by the Retirement System and the Louisiana District Attorneys Association except for elected or appointed officials who have retired from service under any publicly funded retirement system within the state and who are currently receiving benefits, shall become members as a condition of their employment; provided, however that in the case of assistant district attorneys, they must be paid an amount not less than the minimum salary specified by the DARS Board of Trustees.

Retirement Benefits – Members who joined the System before July 1, 1990, and who have elected not to be covered by the new provisions, are eligible to receive a normal retirement benefit if they have 10 or more years of creditable service and are at least age 62, or if they have 18 or more years of service and are at least age 60, or if they have 23 or more years of service and are at least age 55, or if they have 30 years of service regardless of age. The normal retirement benefit is equal to 3% of the member's average final compensation for each year of creditable service. Members are eligible for early retirement at age 60 if they have at least 10 years of creditable service or at age 55 with at least 18 years of creditable service. Members who retire prior to age 60 with less than 23 years of service credit receive a retirement benefit reduced 3% for each year of age below 60. Members who retire prior to age 62 who have less than 18 years of service receive a retirement benefit reduced 3% for each year of age below 62. Retirement benefits may not exceed 100% of final average compensation.

Members who joined DARS after July 1, 1990, or who elected to be covered by the new provisions are eligible to receive normal retirement benefits if they are age 60 and have 10 years of service credit, are age 55 and have 24 years of service credit, or have 30 years of service credit regardless of age. The normal retirement benefit is equal to 3.5% of the member's final average compensation multiplied by years of membership service. A member is eligible for an early retirement benefit if he is age 55 and has 18 years of service credit. The early retirement benefit is equal to the normal retirement benefit reduced 3% for each year the member retires in advance of normal retirement age. Benefits may not exceed 100% of average final compensation.



DISTRICT ATTORNEY OF THE TWENTY-FOURTH JUDICIAL DISTRICT  
Jefferson Parish, Louisiana

Notes to Basic Financial Statements – Continued  
Year Ended December 31, 2023

(7) Pension Plans – continued

B. The Louisiana District Attorneys' Retirement System (DARS) – continued

Disability Benefits – Disability benefits are awarded to active contributing members with at least 10 years of service who are found to be totally disabled as a result of injuries incurred while in active service. The member receives a benefit equal to three percent (three and one-half percent for members covered under the new retirement benefit provisions) of his average final compensation multiplied by the lesser of his actual service (not to be less than fifteen years) or projected continued service to age sixty.

Survivor Benefits – Upon the death of a member with less than 5 years of creditable service, his accumulated contributions and interest thereon are paid to his surviving spouse, if he is married, or to his designated beneficiary, if he is not married. Upon the death of any active, contributing member with 5 or more years of service or any member with 23 years of service who has not retired, automatic option 2 benefits are payable to the surviving spouse. These benefits are based on the retirement benefits accrued at the member's date of death with the option factors used as if the member had continued in service to earliest normal retirement age. If a member has no surviving spouse, the surviving minor children under 18 or disabled children are paid 80% of the member's accrued retirement benefit divided into equal shares. If a member has no surviving spouse or children, his accumulated contributions and interest are paid to his designated beneficiary. In lieu of periodic payments, the surviving spouse or children may receive a refund of the member's accumulated contributions with interest.

Upon withdrawal from service, members not entitled to a retirement allowance are paid a refund of accumulated contributions upon request. Receipt of such a refund cancels all accrued rights in DARS.

The Board of Trustees is authorized to grant retired members and surviving beneficiaries of members who have retired an annual cost of living increase of 3% of their original benefit, (not to exceed sixty dollars per month) and all retired members and surviving beneficiaries who are sixty-five years of age and older a 2% increase in their original benefit. In lieu of other cost of living increases the board may grant an increase to retirees in the form of "X(A&B)" where "A" is equal to the number of years of credited service accrued at retirement or death of the member or retiree and "B" is equal to the number of years since death of the member or retiree to June 30 of the initial year of increase and "X" is equal to any amount available for funding such increase up to a maximum of \$1.00. In order for the board to grant any of these increases, DARS must meet certain criteria detailed in the statute related to funding status and interest earnings.

Back-DROP Benefits – In lieu of receiving a service retirement allowance, any member who has more years of service than are required for a normal retirement may elect to receive a Back-Deferred Retirement Option Program (Back-DROP) Benefit.

The Back-DROP benefit is based upon the Back-DROP period selected and the final average compensation prior to the period selected. The Back-DROP period is the lesser of three years or the service accrued between the time a member first becomes eligible for retirement and his actual date of retirement. At retirement, the member's maximum monthly retirement benefit is based upon his service, final average compensation, and plan provisions in effect on the last day of creditable service immediately prior to the commencement of the Back-DROP period. In addition to a reduced monthly benefit at retirement, the member receives a lump-sum payment equal to the maximum monthly benefit as calculated above multiplied by the number of months in the Back-DROP period. In lieu of receiving the lump-sum payment, the member may leave the funds on deposit with DARS in an interest bearing account.

DISTRICT ATTORNEY OF THE TWENTY-FOURTH JUDICIAL DISTRICT  
Jefferson Parish, Louisiana

Notes to Basic Financial Statements – Continued  
Year Ended December 31, 2023

(7) Pension Plans – continued

B. The Louisiana District Attorneys' Retirement System (DARS) – continued

Deferred Retirement Option Plan – Prior to January 1, 2009 eligible members could elect to participate in the Deferred Retirement Option Program (DROP) for up to three years in lieu of terminating employment and accepting a service benefit. During participation in the DROP, employer contributions were payable and employee contributions were reduced to ½ of one percent. The monthly retirement benefits that would have been payable to the member were paid into a DROP account, which did not earn interest while the member was participating in the DROP. Upon termination of participation, the participant in the plan received, at his option, a lump sum from the account or systematic disbursements from his account in any manner approved by the board of trustees. The monthly benefits that were being paid into the DROP would then be paid to the retiree. All amounts which remain credited to the individual's sub-account after termination of participation in the plan were invested in liquid money market funds. Interest was credited thereon as actually earned.

Contributions - The District Attorney does not directly contribute to the plan or guarantee any of the benefits granted by the plan. Contributions are made directly by Jefferson Parish. The Fund is financed by employee contributions established by state statute at 8.00% of salary for active members. The employer contribution rate was 9.50% for the period of January 1, 2023 through June 30, 2023. The employer contribution rate was 12.00% for the six months July 1, 2023 through December 31, 2023.

The System issues an annual, publicly available financial report that includes financial statements and required supplementary information for the System. That report may be obtained by writing to the District Attorneys' Retirement System of Louisiana, 2525 Quail Drive, Baton Rouge, Louisiana 70808.

All other employees of the District Attorney are members of the Parochial Employees' Retirement System of Louisiana (the State Plan or P.E.R.S.).

C. "On-Behalf" Payments for Retirement Contributions

All costs relating to pension contributions are paid by Jefferson Parish and the State of Louisiana and are included in the accompanying financial statements as "on-behalf" payments. The total "on-behalf" pension contribution for the District Attorney for the year ended December 31, 2023, is summarized as follows:

<u>Annual Pension Cost (APC)</u>	<u>Percentage of</u>
\$1,317,056	APC contributed
	<u>100%</u>

D. Net Pension Liability

At December 31, 2023, the District Attorney reported the net pension liability for the Parochial Employees' Retirement System and The Louisiana District Attorneys' Retirement System of \$4,088,940 and \$5,025,455, respectively, for its proportionate share of the net pension liability. The net pension liabilities were measured as of December 31, 2022 and June 30, 2023, respectively, and the total pension liabilities used to calculate the net pension liabilities were determined by actuarial valuations as of those dates. The District Attorney's proportion of the net pension liability for each retirement system was based on the District Attorney's historical contributions to the pension plan. At December 31, 2022, the District Attorney's proportion for the State Plan was 1.062391%. At June 30, 2023, the District Attorney's proportion for DARS was 5.860241%.

DISTRICT ATTORNEY OF THE TWENTY-FOURTH JUDICIAL DISTRICT  
Jefferson Parish, Louisiana

Notes to Basic Financial Statements – Continued  
Year Ended December 31, 2023

(7) Pension Plans – continued

E. Pension Plan Fiduciary Net Position

Detailed information about each pension plan’s fiduciary net position is available in the separately issued Parochial Employees’ Retirement System Financial Report and The Louisiana District Attorneys’ Retirement System Financial Report at [www.persla.org](http://www.persla.org) and [www.ladars.org](http://www.ladars.org), respectively, or on the Office of Louisiana Legislative Auditor’s website at <https://lla.la.gov/>.

F. Actuarial Assumptions

The following table provides information concerning actuarial assumptions used in the determination of the total pension liability for each of the defined benefit pension plans in which the District Attorney is a participating employer:

	<b><u>Parochial Employees’ Retirement System of Louisiana</u></b>	<b><u>Louisiana District Attorneys’ Retirement System</u></b>
Actuarial valuation date	12/31/22	6/30/23
Projected Salary Increase	4.75%	5.00%
Inflation Rate	2.30%	2.20%
Actuarial Cost Method	Entry Age Normal Cost	Entry Age Normal Cost
Expected Remaining Service Lives	4 years	5 years
Investment Rate of Return	6.40% net of investment expense	6.10% net of investment expense
Source of mortality assumptions	(1)	(2)

(1) Pub-2010 Public Retirement Plans Mortality Table for Health Retirees multiplied by 130% for males and 125% for females using MP2018 scale for annuitant and beneficiary mortality. For employees, the Pub-2010 Public Retirement Plans Mortality Table for General Employees multiplied by 130% for males and 125% for females using MP2018 scale. Pub-2010 Public Retirement Plans Mortality Table for General Disabled Retirees multiplied by 130% for males and 125% for females using MP2018 scale for disabled annuitants.

(2) Pub-2010 Public Retirement Plans Mortality Table for General Above-Median Employees multiplied by 115% for males and females for current employees, each with full generational projection using MP2019 scale. For annuitant and beneficiary mortality, The Pub-2010 Public Retirement Plans Mortality Table for General Above-Median Healthy Retirees multiplied by 115% for males and females each with full generational projection using MP2019 scale. Pub-2010 Public Retirement Plans Mortality Table for General Disabled Retirees multiplied by 115% for males and females each with full generational projection using MP2019 scale.

DISTRICT ATTORNEY OF THE TWENTY-FOURTH JUDICIAL DISTRICT  
Jefferson Parish, Louisiana

Notes to Basic Financial Statements – Continued  
Year Ended December 31, 2023

(7) Pension Plans – continued

G. Support of Non-Employer Contributing Entities

Contributions received by a pension plan from non-employer contributing entities that are not in a special funding situation are recorded as revenue by the respective pension plan. The District Attorney recognized revenue in an amount equal to their proportionate share of the total contributions to the pension plan from these non-employer contributing entities. During the year ended December 31, 2023, the District Attorney recognized revenue as a result of support received from Non-employer contributing entities of \$98,994 for its participation in Parochial Employees' Retirement System and \$631,582 for its participation in The Louisiana District Attorneys' Retirement System.

H. Payables to the Pension Plan

As of December 31, 2023, the District Attorney had no outstanding amount of contributions to the pension plans required for the year ended December 31, 2023.

I. Discount Rate

The discount rate used to measure the total pension liability for The State Plan was 6.40% and DARS was 6.10%. The projection of cash flows used to determine the discount rate assumed that employee contributions will be made at the current contribution rate and that employer contributions from participating employers will be made at contractually required rates actuarially determined. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current active and inactive plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability. The discount rate for each of the District Attorney's defined benefit pension plans administered by each system and the sensitivity of the net pension liability to changes in the discount rate is shown below:

	<u>Parochial Employees' Retirement System of Louisiana</u>	<u>Louisiana District Attorneys' Retirement System</u>	<u>Total</u>
Discount Rate	6.40%	6.10%	
Sensitivity of the Net Position Liability(Asset) to Changes in the Discount Rate:			
Net Pension Liability	\$ 4,088,940	\$ 5,025,455	\$ 9,114,395
Net Pension Liability Assuming a 1% decrease in discount rate	\$ 10,112,086	\$ 9,391,708	\$19,503,794
Net Pension Liability (Asset) (Assuming a 1% increase in the discount rate)	\$ (960,697)	\$ 1,362,511	\$ 401,814

DISTRICT ATTORNEY OF THE TWENTY-FOURTH JUDICIAL DISTRICT  
Jefferson Parish, Louisiana

Notes to Basic Financial Statements – Continued  
Year Ended December 31, 2023

(7) Pension Plans – continued

J. Target Allocation

**The Parochial Employees’ Retirement System of Louisiana** – determined the long-term expected rate of return on pension plan investments by using a triangulation method which integrated the CAPM pricing model (top-down), a treasury yield curve approach (bottom-up) and an equity building-block model (bottom-up). Risk return and correlations are projected on a forward looking basis in equilibrium, in which best-estimates of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These rates are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation of 2.10% and an adjustment for the effect of rebalancing/diversification. The resulting expected long-term rate of return is 7.70% for the year ended December 31, 2022.

Best estimates of arithmetic real rates of return for each major asset class included in the System’s target asset allocation as of December 31, 2022 are summarized in the following table:

<u>Asset Class</u>	<u>Target Asset Allocation</u>	<u>Expected Long-Term Rate of Return</u>
Fixed income	33%	1.17%
Equity	51%	3.58%
Alternatives	14%	0.73%
Real Assets	2%	0.12%
Totals	100%	5.60%
Inflation		2.10%
Expected Long-Term Rate of Return		7.70%

**The Louisiana District Attorneys’ Retirement System** – determined the estimated long-term expected rate of return on pension plan investments by using a build-block method in which best-estimates ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The long term expected real rate of return was 7.70% as of June 30, 2023. Best estimates of real rates of return for each major asset class included in DARS target asset allocation as of June 30, 2023, are summarized in the following table:

<u>Asset Class</u>	<u>Target Asset Allocation</u>	<u>Expected Long-Term Rate of Return</u>
Equities	50.10%	3.49%
Fixed income	32.80%	.81%
Alternatives	16.90%	.72%
Cash	.20%	0.0%
Totals	100%	5.02%
Inflation		2.68%
Expected Long-Term Rate of Return		7.70%

DISTRICT ATTORNEY OF THE TWENTY-FOURTH JUDICIAL DISTRICT  
Jefferson Parish, Louisiana

Notes to Basic Financial Statements – Continued  
Year Ended December 31, 2023

(7) Pension Plans – continued

K. Pension expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

Changes in the net pension liability may either be reported in pension expense in the year the change occurred or recognized as a deferred outflow of resources or a deferred inflow of resources in the year the change occurred and amortized into pension expense over a number of years. For the year ended December 31, 2023, the District Attorney recognized \$3,410,676 in pension expense related to all defined benefit plans in which it participates. At December 31, 2023, the District Attorney reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Net difference between projected and actual earnings on pension plan investments	\$ 4,895,097	\$ -0-
Differences between expected and actual experience in the measurement of the total pension liability	463,859	616,494
Changes in assumptions	900,245	-0-
Changes in proportion	32,218	174,768
Differences between employer contributions and proportionate share of contributions	904	2,714
Employer contributions to the pension plans subsequent to the measurement date of the net pension liability	<u>1,130,200</u>	<u>-0-</u>
Total	<u>\$ 7,422,523</u>	<u>\$ 793,976</u>

Amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions to be recognized in pension expense (benefit) are as follows:

<u>Year ending December 31</u>	<u>Net Amount Recognized in Pension expense</u>
2024	585,525
2025	1,058,732
2026	2,176,445
2027	1,677,645
Thereafter	-0-
	<u>\$ 5,498,347</u>

DISTRICT ATTORNEY OF THE TWENTY-FOURTH JUDICIAL DISTRICT  
Jefferson Parish, Louisiana

Notes to Basic Financial Statements – Continued  
Year Ended December 31, 2023

(8) Post-Employment Benefits

HEALTH AND LIFE INSURANCE

Plan Description. The District Attorney provides health care and life insurance benefits to its employees upon retirement as authorized by Resolution No. 74791. Health coverage includes a fully insured group health maintenance organization plan (HMO) together with Medicare 65 plan for those eligible. Life insurance coverage is continued after retirement but at a reduced amount of coverage. There are no assets accumulated in a trust that meets the criteria of paragraph 4 of GASB Statement 75.

Medical benefits are provided to employees upon retirement according to the retirement eligibility provisions as follows: for employees hired prior to January 1, 2007, 30 years of service at any age; age 55 and 25 years of service; age 60 and 10 years of service; or, age 65 and 7 years of service basis; for employees hired after January 1, 2007, age 55 and 30 years of service; age 62 and 10 years of service; or, age 67 and 7 years of service basis. The plan is a fully insured, single-employer defined benefit plan.

Life insurance coverage is provided in the amount of \$10,000 for retirees under age 70 and \$5,000 to retirees age 70 and older.

An estimated summary of members participating in the plan at December 31, 2023 is as follows:

	<u>Plan membership</u>
Retirees and beneficiaries currently receiving benefit payments	93
Active employees	<u>159</u>
Total	<u><u>252</u></u>

Funding Policy. Prior to the implementation of GASB 45 in 2007, the District Attorney recognized the cost of providing post-employment medical and life benefits (the District Attorney's portion of the retiree medical and life benefit premiums) as an expense when the benefit premiums were due and thus financed the cost of the post-employment benefits on a pay-as-you-go basis.

Total OPEB Liability. The District Attorney total OPEB liability of \$5,538,041 was determined by an actuarial valuation as of January 1, 2024 with a measurement date of December 31, 2023.

DISTRICT ATTORNEY OF THE TWENTY-FOURTH JUDICIAL DISTRICT  
Jefferson Parish, Louisiana

Notes to Basic Financial Statements – Continued  
Year Ended December 31, 2023

(8) Post-Employment Benefits – continued

Actuarial Methods and Other Inputs. The total OPEB liability in the January 1, 2024 actuarial valuation was determined using the following actuarial assumptions and other inputs, applied to all periods included in the measurement, unless otherwise specified:

Measurement Date	December 31, 2023
Valuation Date	January 1, 2024
Actuarial funding method	Entry Age Normal
Actuarial assumptions:	
Salary increase rate	2.5% per annum
Discount rate	4.00% per annum based on the S&P 500 High Grade 20 Year Rate Index as of December 31, 2023.
Mortality rate	<p>For Active employees, mortality rates were based on the PUB-2010 General Employee Headcount-weighted Mortality Tables with Pre and Post Commencement Rates and projected mortality improvement under Projection Scale MP-2021 (male and female scales).</p> <p>For retirees, the PUB-2010 Generational Retiree Mortality Headcount-weighted Tables with Pre and Post Commencement Rates and projected mortality improvement under Projection Scale MP-2021 (male and female scales) and for beneficiaries, the PUB-2010 Generational Contingent Survivor Headcount-weighted Mortality Tables with Pre and Post Commencement Rates and projected mortality improvement under Projection Scale MP-2021 (male and female scales).</p>
Healthcare cost trend rates	7.0% graded uniformly to 5.6% over 3 years and following the Getzen model thereafter to an ultimate rate of 4.04% in the year 2075.
Retirees' share of benefit-related costs	Retiree medical premium is determined according to a "vesting" schedule based on the number of years of service at retirement date. There are different schedules for retiree coverage and for dependent coverage. Contributions are assumed to increase at the healthcare cost trend rates.



DISTRICT ATTORNEY OF THE TWENTY-FOURTH JUDICIAL DISTRICT  
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Notes to Basic Financial Statements – Continued  
Year Ended December 31, 2023

(8) Post-Employment Benefits – continued

Changes in the Total OPEB Liability

	Total OPEB Liability
Balance at 12/31/2022	\$ 8,019,432
Changes for the year:	
Service cost	102,291
Interest	336,250
Difference between expected and actual experience	(2,938,787)
Changes in assumptions and other inputs	338,954
Benefit payments	(320,099)
Net Changes	\$ (2,481,391)
Balance at 12/31/2023	\$ 5,538,041

Changes of assumptions and other inputs reflect a change in the discount rate from 4.31 percent as of the beginning of the measurement period to 4.00 percent as of 12/31/2023.

Sensitivity of the total OPEB liability to changes in the discount rate. The following presents the total OPEB liability of the District Attorney as well as what the District Attorney's total OPEB liability would be if it were calculated using a discount rate that is 1-percentage-point lower (3.0) or 1-percentage-point higher (5.0) than the discount rate:

	1% Decrease (3.00%)	Discount Rate (4.00%)	1% Increase (5.00%)
Total OPEB liability	\$ 6,254,990	\$ 5,538,041	\$ 4,953,510

Sensitivity of the total OPEB liability to changes in the healthcare cost trend rates. The following presents the total OPEB liability of the District Attorney as well as what the District Attorney's total OPEB liability would be if it were calculated using healthcare cost trend rates that are 1-percentage-point lower (6.0 percent decreasing to 4.6 percent) or 1-percentage-point higher (8.0 percent decreasing to 6.6 percent) than the current healthcare cost trend rate.

	1% Decrease (6.0% decreasing to 4.6%)	Healthcare Cost Trend Rates (7.0% decreasing to 5.6%)	1% Increase (8.0% decreasing to 6.6%)
Total OPEB liability	\$ 5,013,982	\$ 5,583,041	\$ 6,172,862

DISTRICT ATTORNEY OF THE TWENTY-FOURTH JUDICIAL DISTRICT  
Jefferson Parish, Louisiana

Notes to Basic Financial Statements – Continued  
Year Ended December 31, 2023

(8) Post-Employment Benefits – continued

**OPEB Expense, Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB**

For the year ended December 31, 2023, the District Attorney recognized total OPEB expense(benefit) of \$1,194,436. At December 31, 2023, the District Attorney reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Differences between expected and actual experience	\$ -0-	\$(2,122,927)
Changes in assumptions and other inputs	225,969	(981,480)
Employer amounts for changes in proportion	-0-	-0-
Employer contributions to the OPEB plan subsequent to the measurement date.	<u>-0-</u>	<u>-0-</u>
Total	<u>\$ 225,969</u>	<u>\$(3,104,407)</u>

Amounts reported by the District Attorney as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized in the OPEB expense(benefit) as follows:

<u>Year ended December 31:</u>	<u>Net Amount Recognized in OPEB Expense(Benefit)</u>
2024	\$ (2,011,826)
2025	\$ (866,612)
Thereafter	<u>\$ 0</u>
	<u>\$ (2,878,438)</u>

**COST OF LIVING PLAN**

In addition to the health care and life insurance benefits noted above, the District Attorney also provides a supplement to retirees' pensions as authorized by Ordinance No. 18176. This benefit is available to retirees participating in either the Employees' Retirement System of Jefferson Parish or the Parochial Employees' Retirement System of Louisiana who have been retired for at least one year. This additional benefit is paid once a year and is calculated as 2% of the monthly benefit times the number of months the person has been retired including partial years. The minimum additional payment is \$350 and the maximum payment is \$1,200. Any additional payment due to the retiree per these calculations is further reduced by any cost of living adjustment benefits paid by the Parochial Employees' Retirement System of Louisiana (not available to all plan participants).

DISTRICT ATTORNEY OF THE TWENTY-FOURTH JUDICIAL DISTRICT  
Jefferson Parish, Louisiana

Notes to Basic Financial Statements – Continued  
Year Ended December 31, 2023

(9) Risk Management

The District Attorney is exposed to various risks of loss related to tort, theft of, damage to, and destruction of assets; errors and omission; injuring to employees; and natural disasters. The District Attorney purchased the following commercial insurance policies for any and all claims relating to the above types of risks:

<u>Type of Insurance</u>	<u>Amount of Coverage</u>	<u>Deductible</u>
Personal Injury:		
Per claim	\$ 1,000,000	\$ 5,000
Aggregate	1,000,000	
Disciplinary Proceedings	10,000	500
Commercial General Liability:		
General aggregate limit	2,000,000	500
Products completed operations aggregate limit	2,000,000	500
Each event limit	1,000,000	500
Automobile Liability	1,000,000	1,000

(10) Litigation and Claims

The District Attorney is a named defendant in several lawsuits, which it is vigorously defending. Such matters arise in the normal course of operations. While the results of litigation cannot be predicted with certainty, management believes, based on the advice of legal counsel, that the final outcome of such litigation would not have a material adverse effect on the District Attorney's financial statements.

(11) On-behalf Payments

In accordance with GASB No. 24, *Accounting and Financial Reporting for Certain Grants and Other Financial Assistance*, the amount of on-behalf salaries paid directly to the District Attorney, the assistant district attorneys, and the office staff, as well as the related benefits, has been recognized by the District Attorney as revenues and expenditures. The amount recognized for the year ended December 31, 2023, was \$15,985,263 summarized as follows:

<u>Paying Entity</u>	<u>Salaries and Fringe Benefits</u>	<u>Operating Costs and Other</u>	<u>Total</u>
Jefferson Parish	\$ 11,984,728	\$1,122,609	\$ 13,107,337
State of Louisiana	2,877,926	-0-	2,877,926
Total	<u>\$ 14,862,654</u>	<u>\$1,122,609</u>	<u>\$ 15,985,263</u>

DISTRICT ATTORNEY OF THE TWENTY-FOURTH JUDICIAL DISTRICT  
Jefferson Parish, Louisiana

Notes to Basic Financial Statements – Continued  
Year Ended December 31, 2023

(12) Lease Obligations

Starting February 1, 2021, the District Attorney entered into a lease for storage at a rate of \$2,370 per month. The lease began on February 1, 2021 and expires on January 31, 2024. On February 1, 2024 the District Attorney renewed the existing lease at a rate of \$2660 per month. The new lease expires on January 31, 2027. This lease did not meet the criteria established by GASB Statement No. 87 for capitalization, therefore, adjustment was not required in the financial statements. Future minimum payments on the lease are as follow for the years ending December 31:

2024	\$ 31,630
2025	31,920
2026	31,920
2027	<u>2,660</u>
Total	<u>\$ 98,130</u>

(13) Fund Balance

As of December 31, 2023, the District Attorney has an unassigned fund balance of \$20,620,618.

(14) Governmental Fund Revenues and Expenditures

For the year ended December 31, 2023, the major sources of governmental fund revenues and expenditures were as follows:

REVENUES

<b>State Government</b>		
Grants	\$ 1,692,970	
On-behalf payments	<u>2,877,926</u>	
Total		\$ 4,570,896
<b>Local Government</b>		
Statutory fines, forfeitures, fees, court costs, and other	2,697,798	
On-behalf payments	<u>13,107,337</u>	
Total		15,805,135
<b>Federal Government</b>		
Grants – indirect (passed-through)		2,447,794
Total		2,447,794
<b>Investment earnings</b>		
		1,187,486
<b>Miscellaneous</b>		
Other income		737
Intergovernmental transfer		<u>33,097</u>
Total Revenues		<u>\$ 24,045,145</u>

DISTRICT ATTORNEY OF THE TWENTY-FOURTH JUDICIAL DISTRICT  
Jefferson Parish, Louisiana

Notes to Basic Financial Statements – Continued  
Year Ended December 31, 2023

(14) Governmental Fund Revenues and Expenditures - continued

EXPENDITURES

<b>Personnel Services and Benefits</b>		
Salaries	\$13,112,748	
Retirement	718,507	
Insurance	2,335,147	
Payroll taxes	<u>1,796,267</u>	
Total		\$ 17,962,669
<b>Professional Development</b>		
Dues, licenses, and registrations	96,340	
Travel	11,062	
Hotel cost	32,166	
Meals	<u>4,317</u>	
Total		143,885
<b>Operating Costs</b>		
Intergovernmental transfers out	\$ 608,086	
Library, research and other	411,708	
Contract services – attorney/legal	384,756	
Contract services – other	1,521,120	
Lease – office	30,810	
Lease – autos and other	36,813	
Travel – transportation	9,573	
Travel – other	5,561	
Insurance	211,674	
Supplies	289,887	
Repairs and maintenance	18,063	
Utilities and telephone	105,329	
Security	308,164	
Software and website	<u>235,279</u>	
Total		\$ 4,176,823
<b>Capital outlay</b>		<u>200,612</u>
Total expenditures		<u>\$ 22,483,989</u>

REQUIRED SUPPLEMENTARY INFORMATION

DISTRICT ATTORNEY OF THE TWENTY-FOURTH JUDICIAL DISTRICT  
JEFFERSON PARISH, LOUISIANA  
REQUIRED SUPPLEMENTARY INFORMATION  
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE -  
BUDGET (GAAP BASIS) AND ACTUAL - GENERAL FUND  
YEAR ENDED DECEMBER 31, 2023

	Budget		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
Revenues:				
Intergovernmental revenues:				
On behalf payments for salaries, fringe benefits and office expenses made by Jefferson Parish and State of Louisiana	\$ 15,854,211	\$ 15,527,811	\$ 15,985,263	\$ 457,452
Federal and state grants	3,889,697	4,120,371	4,140,764	20,393
Charges for services:				
Court costs	598,082	607,218	598,626	(8,592)
Fines and forfeitures	424,620	438,245	439,026	781
Bond fees	444,506	410,071	392,042	(18,029)
Worthless check fees	13,667	5,535	8,548	3,013
Commissions on asset forfeitures	141,837	192,610	171,753	(20,857)
Diversion fees	1,038,204	1,014,034	1,071,303	57,269
Expungement fees	21,300	18,300	16,500	(1,800)
Interest earnings	265,740	1,161,344	1,187,486	26,142
Miscellaneous income	20,970	1,317	737	(580)
Intergovernmental transfers	59,876	39,716	33,097	(6,619)
Total revenues	22,772,710	23,536,572	24,045,145	508,573
Expenditures:				
Current:				
Personnel and related benefits	18,259,553	18,338,057	17,962,669	(375,388)
Operating services	3,405,293	3,548,701	3,496,986	(51,715)
Professional fees	230,387	215,707	215,636	(71)
Capital Outlays	1,000,000	50,000	200,612	150,612
Intergovernmental expenditures	30,447	1,115,819	608,086	(507,733)
Total expenditures	22,925,680	23,268,284	22,483,989	(784,295)
Excess of revenues over expenditures	(152,970)	268,288	1,561,156	1,292,868
Fund balance at beginning of year	19,217,749	19,106,362	19,106,362	-0-
Fund balance at end of year	\$ 19,064,779	\$ 19,374,650	\$ 20,667,518	\$ 1,292,868

DISTRICT ATTORNEY OF THE TWENTY-FOURTH JUDICIAL DISTRICT  
JEFFERSON PARISH, LOUISIANA  
REQUIRED SUPPLEMENTARY INFORMATION  
SCHEDULE OF CHANGES IN TOTAL OPEB LIABILITY AND RELATED RATIOS  
For the Six Years Ended December 31, 2023

	<u>2023</u>	<u>2022</u>	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>
Total OPEB Liability						
Service cost	\$ 102,291	\$ 183,650	\$ 111,018	\$ 85,873	\$ 83,162	\$ 130,590
Interest	336,250	252,068	196,004	309,338	343,894	549,450
Differences between expected and actual experience	(2,938,787)	(491,206)	816,408	(648)	(2,533,141)	66,600
Changes of assumptions	338,954	(2,944,440)	320,140	711,157	1,598,085	1,325,335
Benefit payments	(320,099)	(468,859)	(464,085)	(449,782)	(418,397)	(667,144)
Changes in proportion	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>(5,442,068)</u>	<u>-0-</u>
Net change in total OPEB liability	(2,481,391)	(3,468,787)	979,485	655,938	(6,368,465)	1,404,831
Total OPEB liability - beginning	<u>8,019,432</u>	<u>11,488,219</u>	<u>10,508,734</u>	<u>9,852,796</u>	<u>16,221,261</u>	<u>14,816,430</u>
Total OPEB liability - ending	<u>\$ 5,538,041</u>	<u>\$ 8,019,432</u>	<u>\$ 11,488,219</u>	<u>\$ 10,508,734</u>	<u>\$ 9,852,796</u>	<u>\$ 16,221,261</u>
49 Covered payroll	\$ 7,792,152	\$ 7,201,390	\$ 7,025,746	\$ 7,096,752	\$ 6,923,661	\$ 12,655,887
Total OPEB liability as a percentage of covered payroll	71.1%	111.36%	163.5%	148.1%	142.3%	128.2%

*This schedule is intended to show information for 10 years. Additional years will be displayed as they become available.*



DISTRICT ATTORNEY OF THE TWENTY-FOURTH JUDICIAL DISTRICT  
JEFFERSON PARISH, LOUISIANA  
REQUIRED SUPPLEMENTARY INFORMATION  
SCHEDULE OF PROPORTIONATE SHARE OF THE  
NET PENSION LIABILITY (ASSET)  
FOR THE TEN YEARS ENDED DECEMBER 31, 2023

<u>Fiscal Year</u>	<u>Employer's Proportion of the Net Pension Liability (Asset)</u>	<u>Employer's Proportionate Share of the Net Pension Liability (Asset)</u>	<u>Employer's Covered Payroll</u>	<u>Employer's Proportionate Share of the Net Pension Liability (Asset) as a Percentage of its Covered Payroll</u>	<u>Plan Fiduciary Net Position As a Percentage of the Total Pension Liability (Asset)</u>
<u>Parochial Employees' Retirement System</u>					
2023	1.062391%	\$ 4,088,940	\$ 7,210,772	56.71%	91.74%
2022	1.030397%	\$(4,853,616)	\$ 6,917,031	(70.17)%	110.46%
2021	1.023745%	\$(1,795,050)	\$ 6,845,127	(26.22)%	104.00%
2020	1.029516%	\$ 48,464	\$ 6,531,118	0.74%	99.89%
2019	1.059138%	\$ 4,700,832	\$ 6,541,509	71.86%	88.86%
2018	1.171083%	\$ (868,895)	\$ 6,480,032	(13.41)%	101.98%
2017	1.115475%	\$ 2,297,332	\$ 6,544,762	35.10%	94.15%
2016	1.110908%	\$ 2,924,239	\$ 6,372,879	45.89%	92.23%
2015	1.138055%	\$ 311,154	\$ 6,489,278	4.79%	99.15%
2014	1.107330%	\$ 78,691	\$ 6,090,645	1.29%	99.77%
<u>Louisiana District Attorneys' Retirement System</u>					
2023	5.860241%	\$ 5,025,455	\$ 3,907,267	128.62%	85.85%
2022	6.025874%	\$ 6,491,145	\$ 3,899,244	166.47%	81.65%
2021	5.941924%	\$ 1,057,854	\$ 3,723,068	28.41%	96.79%
2020	6.413826%	\$ 5,081,498	\$ 3,979,642	127.69%	84.86%
2019	6.712274%	\$ 2,159,360	\$ 3,969,443	54.40%	93.13%
2018	6.242453%	\$ 2,008,770	\$ 3,880,207	51.77%	92.92%
2017	5.838050%	\$ 1,574,649	\$ 3,833,917	41.07%	93.57%
2016	6.265501%	\$ 1,199,262	\$ 3,791,501	31.63%	95.09%
2015	6.076551%	\$ 327,316	\$ 3,562,902	9.19%	98.56%
2014	6.239365%	\$ 124,431	\$ 3,596,572	3.46%	99.45%

PERS has a measurement date of December 31, 2022.

DARS has a measurement date of June 30, 2023

DISTRICT ATTORNEY OF THE TWENTY-FOURTH JUDICIAL DISTRICT  
JEFFERSON PARISH, LOUISIANA  
REQUIRED SUPPLEMENTARY INFORMATION  
SCHEDULE OF PENSION CONTRIBUTIONS  
FOR THE TEN YEARS ENDED DECEMBER 31, 2023

Fiscal Year	Contractually Required Contribution	Contributions in Relation to Contractually Required Contribution	Contribution Deficiency (Excess)	Employer's Covered Payroll	Contributions as a Percentage of Covered Payroll
<u>Parochial Employees' Retirement System</u>					
2023	\$ 885,131	\$ 885,131	\$ -0-	\$ 7,696,792	11.50%
2022	\$ 829,239	\$ 830,725	\$ (1,486)	\$ 7,210,772	11.52%
2021	\$ 847,336	\$ 848,201	\$ (865)	\$ 6,917,031	12.26%
2020	\$ 838,528	\$ 836,961	\$ 1,567	\$ 6,845,127	12.23%
2019	\$ 751,079	\$ 751,079	\$ -0-	\$ 6,531,118	11.50%
2018	\$ 752,275	\$ 752,275	\$ -0-	\$ 6,541,509	11.50%
2017	\$ 810,005	\$ 809,045	\$ 960	\$ 6,480,032	12.49%
2016	\$ 850,820	\$ 850,820	\$ -0-	\$ 6,544,762	13.00%
2015	\$ 924,067	\$ 924,067	\$ -0-	\$ 6,372,879	14.50%
2014	\$ 1,038,284	\$ 1,025,130	\$ 13,154	\$ 6,489,278	15.80%
<u>Louisiana District Attorneys' Retirement System</u>					
2023	\$ 436,051	\$ 431,924	\$ 4,127	\$ 4,044,431	10.68%
2022	\$ 375,579	\$ 375,345	\$ 234	\$ 3,953,459	9.49%
2021	\$ 253,223	\$ 253,223	\$ -0-	\$ 3,745,157	6.76%
2020	\$ 153,580	\$ 153,601	\$ (21)	\$ 3,839,498	4.00%
2019	\$ 105,485	\$ 105,242	\$ 243	\$ 4,042,442	2.60%
2018	\$ 24,068	\$ 24,068	\$ -0-	\$ 3,954,029	0.61%
2017	\$ -0-	\$ -0-	\$ -0-	\$ 3,833,917	0.00%
2016	\$ 132,703	\$ 132,703	\$ -0-	\$ 3,791,501	3.50%
2015	\$ 249,403	\$ 249,699	\$ (296)	\$ 3,562,902	7.01%
2014	\$ 350,666	\$ 351,302	\$ (636)	\$ 3,596,572	9.77%

DISTRICT ATTORNEY OF THE  
TWENTY-FOURTH JUDICIAL DISTRICT  
Jefferson Parish, Louisiana  
Year Ended December 31, 2023  
NOTES TO REQUIRED SUPPLEMENTARY INFORMATION

1. Schedule of the District Attorney's Proportionate Share of the Net Pension Liability in Parochial Employees' Retirement System and District Attorneys' Retirement System:

This schedule reflects the participation of JPDA employees in Parochial Employees' Retirement System and the District Attorneys' Retirement System and its proportionate share of the net pension liability, the proportionate share of the net pension liability as a percentage of its covered payroll, and the plan fiduciary net position as a percentage of the total pension liability. The employers' net pension liability is the liability of JPDA to members for benefits provided through Parochial Employees' Retirement System and the District Attorneys' Retirement System. Covered payroll is the payroll on which contributions to the plan are based and is \$7,210,772 and \$3,907,267 for participants of Parochial Employees' Retirement System and District Attorneys' Retirement System, respectively.

2. Schedule of the District Attorney's Contributions to Parochial Employees' Retirement System and District Attorneys' Retirement System:

The difference between actuarially determined employer contributions and employer contributions received, and the percentage of employer contributions received to covered payroll, is presented in this schedule.

3. Schedule of the District Attorney's Proportionate Share of the Total Other Post-employment Benefit Liability in the Jefferson Parish Post-employment Benefit Plan:

This schedule reflects the participation of the District Attorney's employees in the Jefferson Parish Post-employment Benefits Plan and its proportionate share of the total other post-employment liability, and the proportionate share of the total other postemployment benefits liability as a percentage of its covered payroll. The employers' collective total other post-employment benefit liability is the liability of the District Attorney's employees for benefits provided through the Jefferson Parish Post-employment Benefits Plan. Covered payroll is the payroll of all employees that are provided with benefits through the plan.

4. Changes in benefit terms:

Pension Plans:

During the year ended December 31, 2022, the Parochial Employees' Retirement System granted a 2.5% Cost of Living Adjustment (COLA) to retirees aged 62 and older, effective January 1, 2023.

During the year ended December 31, 2020, the Parochial Employees' Retirement System granted a 2.5% Cost of Living Adjustment (COLA) to retirees aged 62 and older, effective January 1, 2021.

During the year ended December 31, 2017, the Parochial Employees' Retirement System granted a 2.5% Cost of Living Adjustment (COLA) to retirees aged 62 and older, effective January 1, 2018.

During the year ended December 31, 2014, the Parochial Employees' Retirement System granted a 2.5% Cost of Living Adjustment (COLA) to retirees aged 62 and older, effective January 1, 2015.

During the year ended June 30, 2022, the District Attorneys' Retirement System granted a 3.0% Cost of Living Adjustment (COLA) to those retired at least 1 year, plus a supplemental COLA increase of 2.0% to retirees aged 65 and older, effective July 1, 2022.

There were no other changes in benefit terms for the Parochial Employees' Retirement System and District Attorney's Retirement System for any of the other years presented.

DISTRICT ATTORNEY OF THE  
 TWENTY-FOURTH JUDICIAL DISTRICT  
 Jefferson Parish, Louisiana  
 Year Ended December 31, 2023  
 NOTES TO REQUIRED SUPPLEMENTARY INFORMATION - CONTINUED

OPEB Plan:

There were no changes in benefit terms for the Jefferson Parish OPEB Plan.

5. Changes in assumptions:

**Pension Plans:**

**Parochial Employees Retirement System (PERS)**

Valuation Date	Investment Rate of Return	Inflation Rate	Salary Increases	Mortality Rate - Active & Retired Members
December 31, 2022	6.40%	2.30%	4.75%	Mortality rates based on the Pub – 2010 Public Retirement Plan Mortality Table
December 31, 2021	6.40%	2.30%	4.75%	Mortality rates based on the Pub – 2010 Public Retirement Plan Mortality Table
December 31, 2020	6.40%	2.30%	4.75%	Mortality rates based on the Pub – 2010 Public Retirement Plan Mortality Table
December 31, 2019	6.50%	2.40%	4.75%	Mortality rates based on the Pub – 2010 Public Retirement Plan Mortality Table
December 31, 2018	6.50%	2.40%	4.75%	Mortality rates based on the Pub – 2010 Public Retirement Plan Mortality Table
December 31, 2017	6.75%	2.50%	5.25%	Mortality rates based on the RP-2000 mortality tables
December 31, 2016	7.00%	2.50%	5.25%	Mortality rates based on the RP-2000 mortality tables
December 31, 2015	7.00%	2.50%	5.25%	Mortality rates based on the RP-2000 mortality tables
December 31, 2014	7.25%	3.00%	5.75%	Mortality rates based on the RP-2000 mortality tables
December 31, 2013	7.25%	3.25%	5.75%	Mortality rates based on the RP-2000 mortality tables

**District Attorneys' Retirement System (DARS)**

Valuation Date	Investment Rate of Return	Inflation Rate	Salary Increases	Mortality Rate - Active & Retired Members
June 30, 2023	6.10%	2.20%	5.00%	Mortality rates based on the Pub – 2010 Public Retirement Plan Mortality Table
June 30, 2022	6.10%	2.20%	5.00%	Mortality rates based on the Pub – 2010 Public Retirement Plan Mortality Table
June 30, 2021	6.10%	2.20%	5.00%	Mortality rates based on the Pub – 2010 Public Retirement Plan Mortality Table
June 30, 2020	6.25%	2.30%	5.00%	Mortality rates based on the Pub – 2010 Public Retirement Plan Mortality Table
June 30, 2019	6.50%	2.40%	5.50%	Mortality rates based on the RP-2000 mortality tables
June 30, 2018	6.50%	2.40%	5.50%	Mortality rates based on the RP-2000 mortality tables
June 30, 2017	6.75%	2.50%	5.50%	Mortality rates based on the RP-2000 mortality tables
June 30, 2016	7.00%	2.50%	5.50%	Mortality rates based on the RP-2000 mortality tables
June 30, 2015	7.00%	2.50%	5.50%	Mortality rates based on the RP-2000 mortality tables
June 30, 2014	7.25%	2.75%	6.25%	Mortality rates based on the RP-2000 mortality tables

DISTRICT ATTORNEY OF THE  
TWENTY-FOURTH JUDICIAL DISTRICT  
Jefferson Parish, Louisiana  
Year Ended December 31, 2023

NOTES TO REQUIRED SUPPLEMENTARY INFORMATION - CONTINUED

OPEB Plan:

The following changes were made to the actuarial assumptions and methods reported in the 2023 valuation:

Amounts reported in the 2023 valuation reflect an adjustment in the discount rate used to measure the total OPEB liability. The discount rate changed from 4.31% as of December 31, 2022 to 4.00% as of December 31, 2023 for the Jefferson Parish OPEB Plan.

Other changes are as follows:

- The assumed trend rate for the medical claims was changed to 7.00% grading uniformly to 5.60% over 3 years and following the Getzen model thereafter until reaching an ultimate rate of 4.04% in the year 2075.
- The effect of the lower claims cost assumption due to the introduction of the United Medicare Advantage Plan was included in the experience gain.

The following changes were made to the actuarial assumptions and methods reported in the 2022 valuation:

Amounts reported in the 2022 valuation reflect an adjustment in the discount rate used to measure the total OPEB liability. The discount rate changed from 2.25% as of December 31, 2021 to 4.31% as of December 31, 2022 for the Jefferson Parish OPEB Plan.

Other changes are as follows:

- The assumed trend rate for the medical claims was changed to 6.50% grading uniformly to 5.20% over 3 years and following the Getzen model thereafter until reaching an ultimate rate of 3.94% in the year 2075.
- The claims assumption was updated from the prior year and reflected as an experience gain.

The following changes were made to the actuarial assumptions and methods reported in 2021 valuation:

Amounts reported in the 2021 valuation reflect an adjustment in the discount rate used to measure the total OPEB liability. The discount rate changed from 1.93% as of December 31, 2020 to 2.25% as of December 31, 2021 for the Jefferson Parish OPEB Plan.

Other changes are as follows:

- The assumed trend rate for the medical claims was changed to 6.00% grading uniformly to 5.50% over 2 years and following the Getzen model thereafter until reaching an ultimate rate of 4.04% in the year 2075.

DISTRICT ATTORNEY OF THE  
TWENTY-FOURTH JUDICIAL DISTRICT  
Jefferson Parish, Louisiana  
Year Ended December 31, 2023

NOTES TO REQUIRED SUPPLEMENTARY INFORMATION – CONTINUED

- The mortality tables were updated to use the Pub-2010 General Headcount weighted tables with improvements scale MP-2021.
- 40% of males, and 20% females are now assumed to elect medical coverage for a spouse during retirement.

The following changes were made to the actuarial assumptions and methods reported in the 2020 valuation:

Amounts reported in the 2020 valuation reflect an adjustment in the discount rate used to measure the total OPEB liability. The discount rate changed from 3.26% as of December 31, 2019 to 1.93% as of December 31, 2020 for the Jefferson Parish OPEB Plan.

Other changes are as follows:

- The assumed trend rate for the medical claims was changed to 6.50% grading uniformly to 5.75% over 3 years, and following the Getzen model thereafter until reaching an ultimate rate of 4.04% in the year 2076.

Other changes are as follows:

- The mortality tables were updated to use the Pri-2012 tables with Improvement Scale MP-2020.

The following changes were made to the actuarial assumptions and methods reported in the 2019 valuation:

Amounts reported in the 2019 valuation reflect an adjustment in the discount rate used to measure the total OPEB liability. The discount rate changed from 3.23% as of December 31, 2018 to 3.26% as of December 31, 2019, for the Jefferson Parish OPEB Plan.

- The medical claims aging table was updated to be based on the aging factors in the Dale Yamamoto study released by the Society of Actuaries in June 2013.
- The assumed trend rate for the medical claims was changed to 7.50% grading uniformly to 6.75% over 3 years, and following the Getzen model thereafter until reaching an ultimate rate of 4.04% in the year 2075.
- The mortality improvement assumption was changed from Improvement Scale MP-2016 to Improvement Scale MP-2019.

The following changes were made to the actuarial assumptions and methods reported in the 2018 valuation:

Amounts reported in the 2018 valuation reflect an adjustment in the discount rate used to measure the total OPEB liability. The discount rate changed from 3.76% as of December 31, 2017 to 3.23% as of December 31, 2018, for the Jefferson Parish OPEB Plan.

## OTHER SUPPLEMENTARY INFORMATION

DISTRICT ATTORNEY OF THE  
TWENTY-FOURTH JUDICIAL DISTRICT  
Jefferson Parish, Louisiana

SCHEDULE OF COMPENSATION, BENEFITS, AND OTHER PAYMENTS  
TO AGENCY HEAD OR CHIEF EXECUTIVE OFFICER

FOR THE YEAR ENDED DECEMBER 31, 2023

**Agency Head Name:** Paul D. Connick, Jr.

<b>Purpose:</b>	<b><u>Amount</u></b>
Salary	\$ 218,981
Benefits – insurance	13,774
Benefits – retirement	23,395
Benefits – other	3,220
Car Allowance/fuel	2,712
Vehicle provided by government	4,558
Per diem	-0-
Reimbursements	-0-
Travel/conferences	756
Registration fees	-0-
Continuing professional education fees	-0-
Housing	-0-
Unvouchered expenses	-0-
Meals	-0-
Total	<u>\$ 267,396</u>



DISTRICT ATTORNEY OF THE TWENTY-FOURTH JUDICIAL DISTRICT  
Jefferson Parish, Louisiana

JUSTICE SYSTEM FUNDING SCHEDULE - RECEIVING ENTITY  
AS REQUIRED BY ACT 87 OF 2020 REGULAR LEGISLATIVE SESSION

FOR THE YEAR ENDED DECEMBER 31, 2023

(Cash Basis Presentation)	First Six Month Period Ended <u>6/30/2023</u>	Second Six Month Period Ended <u>12/31/23</u>
<u>General Fund</u>		
Civil Fees (Commissions - Fines)	\$ 202,937	\$ 193,759
Bond Fees - 2%	182,234	167,529
Bond Fees - Criminal Justice	22,316	20,188
Criminal Court Costs/Fees	307,407	291,781
Interest Earnings on Collected Balances	<u>5,627</u>	<u>6,201</u>
TOTAL	<u>\$ 720,521</u>	<u>\$ 679,458</u>

DISTRICT ATTORNEY OF THE TWENTY-FOURTH JUDICIAL DISTRICT  
Jefferson Parish, Louisiana

JUSTICE SYSTEM FUNDING SCHEDULE - COLLECTING/DISBURSING ENTITY  
AS REQUIRED BY ACT 87 OF 2020 REGULAR LEGISLATIVE SESSION

FOR THE YEAR ENDED DECEMBER 31, 2023

	First Six Month Period Ended 6/30/23	Second Six Month Period Ended 12/31/23
(Cash Basis Presentation)		
<u>Asset Forfeiture Fund</u>		
Beginning Balance of Amounts Collected	\$ 3,248,050	\$ 4,127,717
Add: Collections		
Asset Forfeiture/Sale	\$ 1,661,383	\$ 1,133,295
Interest Earnings on Collected Balances	86,399	123,192
Subtotal Collections	\$ 1,747,782	\$ 1,256,487
Less: Disbursements to Governments & Non Profits:		
Jefferson Parish Sheriff's Office	\$ 285,555	\$ 96,385
Jefferson Criminal Court Fund	96,986	51,192
Houma Police Department	1,180	-0-
Kenner Police Department	23,042	1,946
Jefferson Parish Clerk of Court's Office	15,598	8,497
St. Bernard Police Department	1,590	-0-
Gretna Police Department	395	494
Westwego Police Department	411	-0-
Louisiana State Police Department	-0-	54,753
St. John the Baptist Parish Sheriff's Office	1,180	-0-
Lafourche Parish Sheriff's Office	1,180	-0-
Exploited Children's Special Fund	47,149	-0-
D.A.R.T. (Drug Asset Recovery Team)	5,041	2,671
Less: Amounts Retained by Collecting Agency:		
Amounts "Self -Disbursed" to Collecting Agency	120,561	51,192
Less: Disbursements to Individuals:		
Restitution Payments to Individuals	268,247	80,765
Subtotal Disbursements/Retainage	\$ 868,115	\$ 347,895
TOTAL: Ending Balance of Amounts Collected But Not Disbursed/Retained	\$ 4,127,717	\$ 5,036,309



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## INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

June 28, 2024

Honorable Paul D. Connick, Jr.  
District Attorney of the Twenty-Fourth Judicial District  
Jefferson Parish, Louisiana

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the major fund, and the aggregate remaining fund information of the District Attorney of the Twenty-Fourth Judicial District (District Attorney), as of and for the year ended December 31, 2023, and the related notes to the financial statements, which collectively comprise the District Attorney's basic financial statements and have issued our report thereon dated June 28, 2024.

### Report on Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the District Attorney's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District Attorney's internal control. Accordingly, we do not express an opinion on the effectiveness of the District Attorney's internal control.

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A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

### **Report on Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the District Attorney's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

### **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose. Under Louisiana Revised Statute 24:513, this report is distributed by the Louisiana Legislative Auditor as a public document.

*Duplantier, Hopmann, Hogan & Noto LLP*

New Orleans, Louisiana



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## INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE

June 28, 2024

Honorable Paul D. Connick, Jr.  
District Attorney of the Twenty-Fourth Judicial District  
Jefferson Parish, Louisiana

### Report on Compliance for Each Major Federal Program

#### *Opinion on Each Major Federal Program*

We have audited the District Attorney of the Twenty-Fourth Judicial District's (District Attorney) compliance with the types of compliance requirements identified as subject to audit in the *OMB Compliance Supplement* that could have a direct and material effect on the District Attorney's major federal program for the year ended December 31, 2023. The District Attorney's major federal program is identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

In our opinion, the District Attorney complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on its major federal program for the year ended December 31, 2023.

#### *Basis for Opinion on Each Major Federal Program*

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

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We are required to be independent of the District Attorney and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for its major federal program. Our audit does not provide a legal determination of the District Attorney's compliance with the compliance requirements referred to above.

### ***Responsibilities of Management for Compliance***

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to the District Attorney's federal programs.

### ***Auditor's Responsibilities for the Audit of Compliance***

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the District Attorney's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the District Attorney's compliance with the requirements of its major federal program as a whole.

In performing an audit in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the District Attorney's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the District Attorney's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the District Attorney's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

### **Report on Internal Control over Compliance**

*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose. Under Louisiana Revised Statute 24:513, this report is distributed by the Louisiana Legislative Auditor as a public document.

*Duplantier, Hopmann, Hogan & Baker LLP*

New Orleans, Louisiana

DISTRICT ATTORNEY OF THE  
 TWENTY FOURTH JUDICIAL DISTRICT  
 Jefferson Parish, Louisiana  
 SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
 Year Ended December 31, 2023

<u>Federal Grants / Pass-through Grantor</u>	<u>Assistance Listing Number</u>	<u>Pass-through Entity Identifying Number</u>	<u>Federal Expenditures</u>
<b><u>U. S. Department of Justice</u></b>			
<b><u>Passed through the Louisiana Commission on Law Enforcement</u></b>			
V.O.C.A. (Victims of Crime Act): Victim Assistance Program	16.575	2020-VA-01/02/03/-6444	\$ 44,705
V.O.C.A. (Victims of Crime Act): Victim Assistance Program	16.575	2021-VA-01/02/03/04-6928	80,405
V.O.C.A. (Victims of Crime Act): Domestic Violence Program	16.575	2020-VA-01/02/03/-6446	24,926
V.O.C.A. (Victims of Crime Act): Domestic Violence Program	16.575	2021-VA-01/02/03/04-6933	44,600
V.O.C.A. (Victims of Crime Act): Domestic Violence Prosecution	16.588	2022-WF-02-7586	37,774
Edward Byrne Memorial Justice Assistance Grant Program: Pretrial Intervention	16.738	2021-DJ-03-7131	42,440
V.O.C.A. (Victims of Crime Act): Victim Emergency Assistance Program	16.575	2021-VA-01/02/03/04-6930	5,904
V.O.C.A. (Victims of Crime Act): Victim Emergency Assistance Program	16.575	2020-VA-01/02/03-6445	6,087
J.J.D.P. (Juvenile Justice and Delinquency Prevention): Trust Based Relational Intervention Training	16.540	2021-JF-6-7542	8,096
<b><u>Passed through the Jefferson Parish Sheriff's Office</u></b>			
Edward Byrne Memorial Justice Assistance Grant: Electronic Equipment	16.738	21-JAG-47550	17,000
<b><u>U.S. Department of Health and Human Services</u></b>			
<b><u>Passed through the Louisiana Department of Children &amp; Family Services</u></b>			
Child Support Enforcement (Title IV-D) Program	** 93.563	1304 LA 4004 (2021-2024)	<u>2,135,857</u>
		Total expenditures of federal awards	<u>\$2,447,794</u>
	** Denotes major program		



DISTRICT ATTORNEY OF THE  
TWENTY FOURTH JUDICIAL DISTRICT  
Jefferson Parish, Louisiana  
NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
Year Ended December 31, 2023

**NOTE 1 - BASIS OF PRESENTATION**

The accompanying Schedule of Expenditures of Federal Awards (the Schedule) includes the federal award activity of the District Attorney of the Twenty-Fourth Judicial District under programs of the federal government for the year ended December 31, 2023. The information presented in this Schedule is presented in accordance with the requirements of Title 2 U.S. *Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of the District Attorney of the Twenty-Fourth Judicial District, it is not intended to and does not present the financial position, changes in net assets, or cash flows of the District Attorney of the Twenty-Fourth Judicial District.

**NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

Expenditures reported on the schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable, or are limited as to reimbursement.

**NOTE 3 - INDIRECT COST RATE**

The District Attorney of the Twenty-Fourth Judicial District has elected not to use the 10% de minimis indirect cost rate allowed under the Uniform Guidance.

**NOTE 4 - SUBRECIPIENTS**

There were no awards passed through to subrecipients.

**NOTE 5 - MATCHING FUNDS**

In accordance with the terms of the grants, during the year ended December 31, 2023, the Jefferson Parish District Attorney has expended matching funds of \$64,248 in connection with V.O.C.A. grants. There were no matching funds required for the Byrne grants, JJPD grant or the Child Support Enforcement Program grant.

**NOTE 6 - MEMO ENTRY**

For reconciliation to financial statement – The State portion of the Title IV-D Program of \$1,100,290, the State grant of \$120,000 for the Victim Assistance Coordinator, the State grant of \$472,680 for the TASC Program, when added to above total equals the amount per the financial statements of \$4,140,764.

DISTRICT ATTORNEY OF THE TWENTY-FOURTH JUDICIAL DISTRICT  
STATE OF LOUISIANA  
SUMMARY SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
FOR THE YEAR ENDED DECEMBER 31, 2023

SUMMARY OF AUDITOR'S RESULTS

Financial Statements

1. The opinion issued on the financial statements of the District Attorney of the Twenty-Fourth Judicial District for the year ended December 31, 2023 was unmodified.
2. Internal control over financial reporting:  
Material weaknesses: None noted  
Significant deficiencies: None noted
3. Noncompliance material to the financial statements:  
None noted

Federal Awards

Internal control over major programs:  
Material weaknesses: None noted  
Significant deficiencies: None noted

The opinion issued on compliance with major programs of the District Attorney of the Twenty-Fourth Judicial District for the year ended December 31, 2023 was unmodified.

Audit findings disclosed that are required to be reported in accordance with the Uniform Guidance:  
None noted

The District Attorney of the Twenty-Fourth Judicial District had one major program as follows:

U.S. Department of Health and Human Services- Funds passed through Louisiana Department Of Children and Family Services - Child Support Services (Title IV-D) Program Assistance Listing No. 93.563	<u>Expenditures</u>  <u>\$ 2,135,857</u>
---	--

Dollar threshold used to distinguish between type A and type B programs: \$750,000

Auditee qualified as a low-risk auditee? Yes

FINANCIAL STATEMENT FINDINGS

No matters were reported.

FEDERAL AWARD FINDINGS AND QUESTIONED COSTS

No matters were reported.

There were no prior year findings and questioned costs.

DISTRICT ATTORNEY OF THE  
TWENTY-FOURTH JUDICIAL DISTRICT

JEFFERSON PARISH, LOUISIANA

INDEPENDENT ACCOUNTANT'S REPORT  
ON APPLYING AGREED-UPON PROCEDURES

FOR THE FISCAL PERIOD JANUARY 01, 2023  
THROUGH DECEMBER 31, 2023

DISTRICT ATTORNEY OF THE  
TWENTY-FOURTH JUDICIAL DISTRICT

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THROUGH DECEMBER 31, 2023

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## INDEPENDENT ACCOUNTANT'S REPORT ON APPLYING AGREED-UPON PROCEDURES FOR THE FISCAL PERIOD JANUARY 01, 2023 THROUGH DECEMBER 31, 2023

June 19, 2024

Honorable Paul D. Connick, Jr.  
District Attorney of the Twenty-Fourth Judicial District and  
Louisiana Legislative Auditor

We have performed the procedures enumerated below on the control and compliance (C/C) areas identified in the Louisiana Legislative Auditor's (LLA's) Statewide Agreed-Upon Procedures (SAUPs) for the fiscal period January 01, 2023 through December 31, 2023. The District Attorney of the Twenty-Fourth Judicial District's management is responsible for those C/C areas identified in the SAUPs.

The District Attorney of the Twenty-Fourth Judicial District has agreed to and acknowledged that the procedures performed are appropriate to meet the intended purpose of the engagement, which is to perform specified procedures on the C/C areas identified in the LLA's SAUPs for the fiscal period January 01, 2023 through December 31, 2023. Additionally, the LLA has agreed to and acknowledged that the procedures performed are appropriate for its purposes. This report may not be suitable for any other purpose. The procedures performed may not address all the items of interest to a user of this report and may not meet the needs of all users of this report and, as such, users are responsible for determining whether the procedures performed are appropriate for their purposes.

The procedures and associated findings are as follows:

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**1) *Written Policies and Procedures***

---

- A. **Procedure:** Obtain and inspect the entity's written policies and procedures and observe whether they address each of the following categories and subcategories if applicable to public funds and the entity's operations:
- i. ***Budgeting***, including preparing, adopting, monitoring, and amending the budget.
  - ii. ***Purchasing***, including (1) how purchases are initiated, (2) how vendors are added to the vendor list, (3) the preparation and approval process of purchase requisitions and purchase orders, (4) controls to ensure compliance with the Public Bid Law, and (5) documentation required to be maintained for all bids and price quotes.
  - iii. ***Disbursements***, including processing, reviewing, and approving.
  - iv. ***Receipts/Collections***, including receiving, recording, and preparing deposits. Also, policies and procedures should include management's actions to determine the completeness of all collections for each type of revenue or agency fund additions (e.g., periodic confirmation with outside parties, reconciliation to utility billing after cutoff procedures, reconciliation of traffic ticket number sequences, agency fund forfeiture monies confirmation).
  - v. ***Payroll/Personnel***, including (1) payroll processing, (2) reviewing and approving time and attendance records, including leave and overtime worked, and (3) approval process for employee rates of pay or approval and maintenance of pay rate schedules.
  - vi. ***Contracting***, including (1) types of services requiring written contracts, (2) standard terms and conditions, (3) legal review, (4) approval process, and (5) monitoring process.
  - vii. ***Travel and Expense Reimbursement***, including (1) allowable expenses, (2) dollar thresholds by category of expense, (3) documentation requirements, and (4) required approvers.
  - viii. ***Credit Cards (and debit cards, fuel cards, purchase cards, if applicable)***, including (1) how cards are to be controlled, (2) allowable business uses, (3) documentation requirements, (4) required approvers of statements, and (5) monitoring card usage (e.g., determining the reasonableness of fuel card purchases).
  - ix. ***Ethics***, including (1) the prohibitions as defined in Louisiana Revised Statute (R.S.) 42:1111-1121, (2) actions to be taken if an ethics violation takes place, (3) system to monitor possible ethics violations, and (4) a requirement that documentation is maintained to demonstrate that all employees and officials were notified of any changes to the entity's ethics policy.
  - x. ***Debt Service***, including (1) debt issuance approval, (2) continuing disclosure/EMMA reporting requirements, (3) debt reserve requirements, and (4) debt service requirements.
  - xi. ***Information Technology Disaster Recovery/Business Continuity***, including (1) identification of critical data and frequency of data backups, (2) storage of backups in a separate physical

location isolated from the network, (3) periodic testing/verification that backups can be restored, (4) use of antivirus software on all systems, (5) timely application of all available system and software patches/updates, and (6) identification of personnel, processes, and tools needed to recover operations after a critical event.

- xii. ***Prevention of Sexual Harassment***, including R.S. 42:342-344 requirements for (1) agency responsibilities and prohibitions, (2) annual employee training, and (3) annual reporting.

**Results**: We noted no findings as a result of applying the above agreed-upon procedures.

## 2) ***Board or Finance Committee***

---

- A. **Procedure**: Obtain and inspect the board/finance committee minutes for the fiscal period, as well as the board's enabling legislation, charter, bylaws, or equivalent document in effect during the fiscal period, and:
- i. Observe that the board/finance committee met with a quorum at least monthly, or on a frequency in accordance with the board's enabling legislation, charter, bylaws, or other equivalent document.
  - ii. For those entities reporting on the governmental accounting model, observe whether the minutes referenced or included monthly budget-to-actual comparisons on the general fund, quarterly budget-to-actual comparisons, at a minimum, on all proprietary funds, and semi-annual budget-to-actual comparisons, at a minimum, on all special revenue funds. *Alternatively, for those entities reporting on the not-for-profit accounting model, observe that the minutes referenced or included financial activity relating to public funds if those public funds comprised more than 10% of the entity's collections during the fiscal period.*
  - iii. For governmental entities, obtain the prior year audit report and observe the unassigned fund balance in the general fund. If the general fund had a negative ending unassigned fund balance in the prior year audit report, observe that the minutes for at least one meeting during the fiscal period referenced or included a formal plan to eliminate the negative unassigned fund balance in the general fund.
  - iv. Observe whether the board/finance committee received written updates of the progress of resolving audit finding(s), according to management's corrective action plan at each meeting until the findings are considered fully resolved.

**Results**: We noted no findings as a result of applying the above agreed-upon procedures.

## 3) ***Bank Reconciliations***

---

- A. **Procedure**: Obtain a listing of entity bank accounts for the fiscal period from management and management's representation that the listing is complete. Ask management to identify the entity's

main operating account. Select the entity's main operating account and randomly select 4 additional accounts (or all accounts if less than 5). Randomly select one month from the fiscal period, obtain and inspect the corresponding bank statement and reconciliation for each selected account, and observe that:

- i. Bank reconciliations include evidence that they were prepared within 2 months of the related statement closing date (e.g., initialed and dated or electronically logged);
- ii. Bank reconciliations include written evidence that a member of management or a board member who does not handle cash, post ledgers, or issue checks has reviewed each bank reconciliation within 1 month of the date the reconciliation was prepared (e.g., initialed and dated or electronically logged); and
- iii. Management has documentation reflecting it has researched reconciling items that have been outstanding for more than 12 months from the statement closing date, if applicable.

**Results:** We noted no findings as a result of applying the above agreed-upon procedures.

#### ***4) Collections (excluding electronic funds transfers)***

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A. **Procedure:** Obtain a listing of deposit sites for the fiscal period where deposits for cash/checks/money orders (cash) are prepared and management's representation that the listing is complete. Randomly select 5 deposit sites (or all deposit sites if less than 5).

**Results:** We noted no findings as a result of applying the above agreed-upon procedures.

B. **Procedure:** For each deposit site selected, obtain a listing of collection locations and management's representation that the listing is complete. Randomly select one collection location for each deposit site (e.g., 5 collection locations for 5 deposit sites), obtain and inspect written policies and procedures relating to employee job duties (if there are no written policies or procedures, then inquire of employees about their job duties) at each collection location, and observe that job duties are properly segregated at each collection location such that:

- i. Employees responsible for cash collections do not share cash drawers/registers;
- ii. Each employee responsible for collecting cash is not also responsible for preparing/making bank deposits, unless another employee/official is responsible for reconciling collection documentation (e.g., pre-numbered receipts) to the deposit;
- iii. Each employee responsible for collecting cash is not also responsible for posting collection entries to the general ledger or subsidiary ledgers, unless another employee/official is responsible for reconciling ledger postings to each other and to the deposit; and
- iv. The employee(s) responsible for reconciling cash collections to the general ledger and/or subsidiary ledgers, by revenue source and/or custodial fund additions, is (are) not also responsible for collecting cash, unless another employee/official verifies the reconciliation.



**Results:** We noted no findings as a result of applying the above agreed-upon procedures

- C. **Procedure:** Obtain from management a copy of the bond or insurance policy for theft covering all employees who have access to cash. Observe that the bond or insurance policy for theft was in force during the fiscal period.

**Results:** Employees who have access to cash are not covered by a bond or insurance policy for theft.

**Response:** *It is not the District Attorney's policy to have employees bonded. We believe the policy of not accepting cash or check, only money orders as payment is a sufficient mitigating control to prevent employee theft. The District Attorney is working with an insurance provider to consider having employees who collect money orders to become bonded.*

- D. **Procedure:** Randomly select two deposit dates for each of the 5 bank accounts selected for Bank Reconciliations procedure #3A (select the next deposit date chronologically if no deposits were made on the dates randomly selected and randomly select a deposit if multiple deposits are made on the same day). *Alternatively, the practitioner may use a source document other than bank statements when selecting the deposit dates for testing, such as a cash collection log, daily revenue report, receipt book, etc.* Obtain supporting documentation for each of the 10 deposits and:

- i. Observe that receipts are sequentially pre-numbered.
- ii. Trace sequentially pre-numbered receipts, system reports, and other related collection documentation to the deposit slip.
- iii. Trace the deposit slip total to the actual deposit per the bank statement.
- iv. Observe that the deposit was made within one business day of receipt at the collection location (within one week if the depository is more than 10 miles from the collection location or the deposit is less than \$100 and the cash is stored securely in a locked safe or drawer).
- v. Trace the actual deposit per the bank statement to the general ledger.

**Results:** As a result of applying the above agreed-upon procedures, we noted the following:

- Five of the eight deposits selected for testing were not made within one business day of receipt.

**Response:** *The District Attorney does not consider making daily deposits to be practical, as there could be very small amounts received on a particular day. Additionally, the District Attorney believes there are adequate controls in place to accumulate and deposit money orders efficiently, while maintaining safeguard of assets.*

**5) *Non-Payroll Disbursements (excluding card purchases, travel reimbursements, and petty cash purchases)***

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A. **Procedure:** Obtain a listing of locations that process payments for the fiscal period and management's representation that the listing is complete. Randomly select 5 locations (or all locations if less than 5).

**Results:** We noted no findings as a result of applying the above agreed-upon procedures

B. **Procedure:** For each location selected under procedure #5A above, obtain a listing of those employees involved with non-payroll purchasing and payment functions. Obtain written policies and procedures relating to employee job duties (if the agency has no written policies and procedures, then inquire of employees about their job duties), and observe that job duties are properly segregated such that:

- i. At least two employees are involved in initiating a purchase request, approving a purchase, and placing an order or making the purchase;
- ii. At least two employees are involved in processing and approving payments to vendors;
- iii. The employee responsible for processing payments is prohibited from adding/modifying vendor files, unless another employee is responsible for periodically reviewing changes to vendor files;
- iv. Either the employee/official responsible for signing checks mails the payment or gives the signed checks to an employee to mail who is not responsible for processing payments; and
- v. Only employees/officials authorized to sign checks approve the electronic disbursement (release) of funds, whether through automated clearinghouse (ACH), electronic funds transfer (EFT), wire transfer, or some other electronic means.

**Results:** We noted no findings as a result of applying the above agreed-upon procedures.

C. **Procedure:** For each location selected under procedure #5A above, obtain the entity's non-payroll disbursement transaction population (excluding cards and travel reimbursements) and obtain management's representation that the population is complete. Randomly select 5 disbursements for each location, obtain supporting documentation for each transaction, and:

- i. Observe whether the disbursement, whether by paper or electronic means, matched the related original itemized invoice and supporting documentation indicates that deliverables included on the invoice were received by the entity, and
- ii. Observe whether the disbursement documentation included evidence (e.g., initial/date, electronic logging) of segregation of duties tested under procedure #5B above, as applicable.

**Results:** We noted no findings as a result of applying the above agreed-upon procedures.

- D. **Procedure:** Using the entity's main operating account and the month selected in Bank Reconciliations procedure #3A, randomly select 5 non-payroll-related electronic disbursements (or all electronic disbursements if less than 5) and observe that each electronic disbursement was (a) approved by only those persons authorized to disburse funds (e.g., sign checks) per the entity's policy, and (b) approved by the required number of authorized signers per the entity's policy. *Note: If no electronic payments were made from the main operating account during the month selected the practitioner should select an alternative month and/or account for testing that does include electronic disbursements.*

**Results:** We noted no findings as a result of applying the above agreed-upon procedures.

**6) Credit Cards/Debit Cards/Fuel Cards/Purchase Cards (Cards)**

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- A. **Procedure:** Obtain from management a listing of all active credit cards, bank debit cards, fuel cards, and purchase cards (cards) for the fiscal period, including the card numbers and the names of the persons who maintained possession of the cards. Obtain management's representation that the listing is complete.

**Results:** We noted no findings as a result of applying the above agreed-upon procedures.

- B. **Procedure:** Using the listing prepared by management, randomly select 5 cards (or all cards if less than 5) that were used during the fiscal period. Randomly select one monthly statement or combined statement for each card (for a debit card, randomly select one monthly bank statement). Obtain supporting documentation, and:
- i. Observe whether there is evidence that the monthly statement or combined statement and supporting documentation (e.g., original receipts for credit/debit card purchases, exception reports for excessive fuel card usage) were reviewed and approved, in writing (or electronically approved) by someone other than the authorized card holder (those instances requiring such approval that may constrain the legal authority of certain public officials, such as the mayor of a Lawrason Act municipality, should not be reported); and
  - ii. Observe that finance charges and late fees were not assessed on the selected statements.

**Results:** We noted no findings as a result of applying the above agreed-upon procedures.

- C. **Procedure:** Using the monthly statements or combined statements selected under procedure #6B above, excluding fuel cards, randomly select 10 transactions (or all transactions if less than 10) from each statement, and obtain supporting documentation for the transactions (e.g., each card should have 10 transactions subject to inspection). For each transaction, observe that it is supported by (1) an original itemized receipt that identifies precisely what was purchased, (2) written documentation of the business/public purpose, and (3) documentation of the individuals participating in meals (for meal charges only). For missing receipts, the practitioner should describe the nature of the transaction and observe whether management had a compensating control to address missing receipts, such as a "missing receipt statement" that is subject to increased scrutiny.

**Results:** We noted no findings as a result of applying the above agreed-upon procedures.

**7) *Travel and Travel-Related Expense Reimbursements (excluding card transactions)***

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- A. **Procedure:** Obtain from management a listing of all travel and travel-related expense reimbursements during the fiscal period and management's representation that the listing or general ledger is complete. Randomly select 5 reimbursements and obtain the related expense reimbursement forms/prepaid expense documentation of each selected reimbursement, as well as the supporting documentation. For each of the 5 reimbursements selected:
- i. If reimbursed using a per diem, observe that the approved reimbursement rate is no more than those rates established either by the State of Louisiana or the U.S. General Services Administration ([www.gsa.gov](http://www.gsa.gov));
  - ii. If reimbursed using actual costs, observe that the reimbursement is supported by an original itemized receipt that identifies precisely what was purchased;
  - iii. Observe that each reimbursement is supported by documentation of the business/public purpose (for meal charges, observe that the documentation includes the names of those individuals participating) and other documentation required by Written Policies and Procedures procedure #1A(vii); and
  - iv. Observe that each reimbursement was reviewed and approved, in writing, by someone other than the person receiving reimbursement.

**Results:** We noted no findings as a result of applying the above agreed-upon procedures.

**8) *Contracts***

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- A. **Procedure:** Obtain from management a listing of all agreements/contracts for professional services, materials and supplies, leases, and construction activities that were initiated or renewed during the fiscal period. *Alternatively, the practitioner may use an equivalent selection source, such as an active vendor list.* Obtain management's representation that the listing is complete. Randomly select 5 contracts (or all contracts if less than 5) from the listing, excluding the practitioner's contract, and:
- i. Observe whether the contract was bid in accordance with the Louisiana Public Bid Law (e.g., solicited quotes or bids, advertised), if required by law;
  - ii. Observe whether the contract was approved by the governing body/board, if required by policy or law (e.g., Lawrason Act, Home Rule Charter);
  - iii. If the contract was amended (e.g., change order), observe that the original contract terms provided for such an amendment and that amendments were made in compliance with the contract terms (e.g., if approval is required for any amendment, the documented approval); and

- iv. Randomly select one payment from the fiscal period for each of the 5 contracts, obtain the supporting invoice, agree the invoice to the contract terms, and observe that the invoice and related payment agreed to the terms and conditions of the contract.

**Results:** We noted no findings as a result of applying the above agreed-upon procedures.

## 9) *Payroll and Personnel*

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- A. **Procedure:** Obtain a listing of employees and officials employed during the fiscal period and management's representation that the listing is complete. Randomly select 5 employees or officials, obtain related paid salaries and personnel files, and agree paid salaries to authorized salaries/pay rates in the personnel files.

**Results:** We noted no findings as a result of applying the above agreed-upon procedures.

- B. **Procedure:** Randomly select one pay period during the fiscal period. For the 5 employees or officials selected under procedure #9A above, obtain attendance records and leave documentation for the pay period, and:
  - i. Observe that all selected employees or officials documented their daily attendance and leave (e.g., vacation, sick, compensatory);
  - ii. Observe whether supervisors approved the attendance and leave of the selected employees or officials;
  - iii. Observe that any leave accrued or taken during the pay period is reflected in the entity's cumulative leave records; and
  - iv. Observe the rate paid to the employees or officials agrees to the authorized salary/pay rate found within the personnel file.

**Results:** We noted no findings as a result of applying the above agreed-upon procedures.

- C. **Procedure:** Obtain a listing of those employees or officials that received termination payments during the fiscal period and management's representation that the list is complete. Randomly select two employees or officials and obtain related documentation of the hours and pay rates used in management's termination payment calculations and the entity's policy on termination payments. Agree the hours to the employee's or official's cumulative leave records, agree the pay rates to the employee's or official's authorized pay rates in the employee's or official's personnel files, and agree the termination payment to entity policy.

**Results:** We noted no findings as a result of applying the above agreed-upon procedures.

- D. **Procedure**: Obtain management’s representation that employer and employee portions of third-party payroll related amounts (e.g., payroll taxes, retirement contributions, health insurance premiums, garnishments, workers’ compensation premiums, etc.) have been paid, and any associated forms have been filed, by required deadlines.

**Results**: We noted no findings as a result of applying the above agreed-upon procedures.

### *10) Ethics*

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- A. **Procedure**: Using the 5 randomly selected employees/officials from Payroll and Personnel procedure #9A obtain ethics documentation from management, and:
- i. Observe whether the documentation demonstrates that each employee/official completed one hour of ethics training during the calendar year as required by R.S. 42:1170; and
  - ii. Observe whether the entity maintains documentation which demonstrates that each employee and official were notified of any changes to the entity’s ethics policy during the fiscal period, as applicable

**Results**: We noted no findings as a result of applying the above agreed-upon procedures.

- B. **Procedure**: Inquire and/or observe whether the agency has appointed an ethics designee as required by R.S. 42:1170.

**Results**: We noted no findings as a result of applying the above agreed-upon procedures.

### *11) Debt Service*

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- A. **Procedure**: Obtain a listing of bonds/notes and other debt instruments issued during the fiscal period and management’s representation that the listing is complete. Select all debt instruments on the listing, obtain supporting documentation, and observe that State Bond Commission approval was obtained for each debt instrument issued as required by Article VII, Section 8 of the Louisiana Constitution.

**Results**: We noted no findings as a result of applying the above agreed-upon procedures.

- B. **Procedure**: Obtain a listing of bonds/notes outstanding at the end of the fiscal period and management’s representation that the listing is complete. Randomly select one bond/note, inspect debt covenants, obtain supporting documentation for the reserve balance and payments, and agree actual reserve balances and payments to those required by debt covenants (including contingency funds, short-lived asset funds, or other funds required by the debt covenants).

**Results**: We noted no findings as a result of applying the above agreed-upon procedures.

## ***12) Fraud Notice***

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- A. **Procedure**: Obtain a listing of misappropriations of public funds and assets during the fiscal period and management's representation that the listing is complete. Select all misappropriations on the listing, obtain supporting documentation, and observe that the entity reported the misappropriation(s) to the legislative auditor and the district attorney of the parish in which the entity is domiciled as required by R.S. 24:523.

**Results**: We noted no findings as a result of applying the above agreed-upon procedures.

- B. **Procedure**: Observe that the entity has posted, on its premises and website, the notice required by R.S. 24:523.1 concerning the reporting of misappropriation, fraud, waste, or abuse of public funds.

**Results**: We noted no findings as a result of applying the above agreed-upon procedures.

## ***13) Information Technology Disaster Recovery/Business Continuity***

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- A. **Procedure**: Perform the following procedures, **verbally discuss the results with management, and report "We performed the procedure and discussed the results with management."**

- i. Obtain and inspect the entity's most recent documentation that it has backed up its critical data (if there is no written documentation, then inquire of personnel responsible for backing up critical data) and observe evidence that such backup (a) occurred within the past week, (b) was not stored on the government's local server or network, and (c) was encrypted.
- ii. Obtain and inspect the entity's most recent documentation that it has tested/verified that its backups can be restored (if there is no written documentation, then inquire of personnel responsible for testing/verifying backup restoration) and observe evidence that the test/verification was successfully performed within the past 3 months.
- iii. Obtain a listing of the entity's computers currently in use and their related locations, and management's representation that the listing is complete. Randomly select 5 computers and observe while management demonstrates that the selected computers have current and active antivirus software and that the operating system and accounting system software in use are currently supported by the vendor.

**Results**: We performed the above agreed-upon procedure and discussed the results with management of District Attorney of the Twenty-Fourth Judicial District.

- B. **Procedure**: Randomly select 5 terminated employees (or all terminated employees if less than 5) using the list of terminated employees obtained in Payroll and Personnel procedure #9C. Observe evidence that the selected terminated employees have been removed or disabled from the network.

**Results:** We performed the above agreed-upon procedure and discussed the results with management of District Attorney of the Twenty-Fourth Judicial District.

C. **Procedure:** Using the 5 randomly selected employees/officials from Payroll and Personnel procedure #9A, obtain cybersecurity training documentation from management, and observe that the documentation demonstrates that the following employees/officials with access to the agency's information technology assets have completed cybersecurity training as required by R.S. 42:1267. The requirements are as follows:

- Hired before June 9, 2020 – completed the training; and
- Hired on or after June 9, 2020 – completed the training within 30 days of initial service or employment

**Results:** We performed the above agreed-upon procedure and discussed the results with management of District Attorney of the Twenty-Fourth Judicial District.

#### ***14) Prevention of Sexual Harassment***

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A. **Procedure:** Using the 5 randomly selected employees/officials from Payroll and Personnel procedure #9A, obtain sexual harassment training documentation from management, and observe that the documentation demonstrates each employee/official completed at least one hour of sexual harassment training during the calendar year as required by R.S. 42:343.

**Results:** We noted no findings as a result of applying the above agreed-upon procedures.

B. **Procedure:** Observe that the entity has posted its sexual harassment policy and complaint procedure on its website (or in a conspicuous location on the entity's premises if the entity does not have a website).

**Results:** We noted no findings as a result of applying the above agreed-upon procedures.

C. **Procedure:** Obtain the entity's annual sexual harassment report for the current fiscal period, observe that the report was dated on or before February 1, and observe that the report includes the applicable requirements of R.S. 42:344:

- i. Number and percentage of public servants in the agency who have completed the training requirements;
- ii. Number of sexual harassment complaints received by the agency;
- iii. Number of complaints which resulted in a finding that sexual harassment occurred;
- iv. Number of complaints in which the finding of sexual harassment resulted in discipline or corrective action; and



- v. Amount of time it took to resolve each complaint.

**Results:** We noted no findings as a result of applying the above agreed-upon procedures.

We were engaged by the District Attorney of the Twenty-Fourth Judicial District to perform this agreed-upon procedures engagement and conducted our engagement in accordance with attestation standards established by the American Institute of Certified Public Accountants and applicable standards of *Government Auditing Standards*. We were not engaged to and did not conduct an examination or review engagement, the objective of which would be the expression of an opinion or conclusion, respectively, on those C/C areas identified in the SAUPs. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

We are required to be independent of the District Attorney of the Twenty-Fourth Judicial District and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our agreed-upon procedures engagement.

This report is intended solely to describe the scope of testing performed on those C/C areas identified in the SAUPs, and the results of that testing, and not to provide an opinion on control or compliance. Accordingly, this report is not suitable for any other purpose. Under Louisiana Revised Statute 24:513, this report is distributed by the Louisiana Legislative Auditor as a public document.



New Orleans, Louisiana