

VERMILION PARISH SHERIFF

Abbeville, Louisiana

Financial Report

Year Ended June 30, 2024

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INDEPENDENT AUDITOR'S REPORT

The Honorable Eddie Langlinais
Vermilion Parish Sheriff
Abbeville, Louisiana

Report on the Audit of the Financial Statements

Opinions

We have audited the accompanying financial statements of the governmental activities, the major fund, and the aggregate remaining fund information of the Vermilion Parish Sheriff (the Sheriff), as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise the Sheriff'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 Sheriff, as of June 30, 2024, 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 Opinions

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 Sheriff 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 opinions.

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 Sheriff'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 opinions. 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 Sheriff'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 Sheriff'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 required supplementary information (RSI), as listed in the table on 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.

The Sheriff has omitted the management’s discussion and analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, 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. Our opinion on the basic financial statements is not affected by this missing information.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Sheriff’s basic financial statements. The supplementary information, as listed in the table of contents, is presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The 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 justice system funding schedules and the schedule of compensation, benefits, and other payments to agency head are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Information

Management is responsible for the other information included in the annual report. The other information comprises the Affidavit but does not include the basic financial statements and our auditor’s report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated November 15, 2024, on our consideration of the Sheriff’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 Sheriff’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 Sheriff’s internal control over financial reporting and compliance.

Kolder, Slaven & Company, LLC
Certified Public Accountants

Abbeville, Louisiana
November 15, 2024

BASIC FINANCIAL STATEMENTS

**GOVERNMENT-WIDE
FINANCIAL STATEMENTS (GWFS)**

VERMILION PARISH SHERIFF
Abbeville, Louisiana

Statement of Net Position
June 30, 2024

ASSETS

Cash and interest bearing deposits	\$ 9,312,399
Investments	8,517,274
Other receivables	1,577
Due from other governmental units	1,392,346
Capital assets, net	<u>2,119,925</u>
Total assets	<u>21,343,521</u>

DEFERRED OUTFLOWS OF RESOURCES

OPEB related	1,334,548
Pension related	<u>4,179,147</u>
Total deferred outflows of resources	<u>5,513,695</u>

LIABILITIES

Accounts payable	77,419
Claims payable	80,929
Other accrued liabilities	33,623
Long-term liabilities:	
Other post employment benefits payable	9,729,012
Net pension liability	<u>7,224,560</u>
Total liabilities	<u>17,145,543</u>

DEFERRED INFLOWS OF RESOURCES

OPEB related	3,569,768
Pension related	<u>172,610</u>
Total deferred inflows of resources	<u>3,742,378</u>

NET POSITION

Net investment in capital assets	2,119,925
Unrestricted	<u>3,849,370</u>
Total net assets	<u>\$ 5,969,295</u>

The accompanying notes are an integral part of the basic financial statements.

VERMILION PARISH SHERIFF
 Abbeville, Louisiana
 Statement of Activities
 Year Ended June 30, 2024

<u>Functions/Programs</u>	<u>Expenses</u>	<u>Program Revenues</u>		<u>Net (Expense) Revenue And Changes in Net Position</u>
		Charges for Services	Operating Grants and Contributions	
Governmental activity:				
Public safety:				
Law enforcement	<u>\$ 14,721,087</u>	<u>\$ 1,304,857</u>	<u>\$ 975,465</u>	<u>\$ (12,440,765)</u>
Taxes:				
Property taxes, levied for general purposes				3,186,338
Sales taxes, levied for general purposes				7,572,499
Interest and investment earnings and losses				279,544
Loss on disposal of assets				(2,334)
Miscellaneous				237,017
Nonemployer pension contribution				395,754
Total general revenues				<u>11,668,818</u>
Change in net position				(771,947)
Net position - beginning				<u>6,741,242</u>
Net position - ending				<u>\$ 5,969,295</u>

The accompanying notes are an integral part of the basic financial statements.

FUND FINANCIAL STATEMENTS (FFS)

VERMILION PARISH SHERIFF
Abbeville, Louisiana

Balance Sheet - Governmental Fund
June 30, 2024

ASSETS	
Cash and interest bearing deposits	\$ 9,312,399
Investments	8,517,274
Other receivables	1,577
Due from other governmental units	<u>1,392,346</u>
Total assets	<u>\$ 19,223,596</u>
LIABILITIES AND FUND BALANCE	
Liabilities:	
Accounts payable	\$ 77,419
Claims payable	80,929
Other accrued liabilities	<u>33,623</u>
Total liabilities	<u>191,971</u>
Fund balance:	
Unassigned	<u>19,031,625</u>
Total liabilities and fund balance	<u>\$ 19,223,596</u>

The accompanying notes are an integral part of the basic financial statements.

VERMILION PARISH SHERIFF
Abbeville, Louisiana

Reconciliation of the Governmental Fund Balance Sheet
to the Statement of Net Position
June 30, 2024

Total fund balance for governmental fund		\$ 19,031,625
Capital assets, net		2,119,925
Pension:		
Net pension liability/asset	\$ (7,224,560)	
Deferred inflows of resources	(172,610)	
Deferred outflows of resources	<u>4,179,147</u>	(3,218,023)
OPEB:		
Net OPEB liability/asset	(9,729,012)	
Deferred inflows of resources	(3,569,768)	
Deferred outflows of resources	<u>1,334,548</u>	<u>(11,964,232)</u>
Net position		<u>\$ 5,969,295</u>

The accompanying notes are an integral part of the basic financial statements.

VERMILION PARISH SHERIFF
Abbeville, Louisiana

Statement of Revenues, Expenditures, and Changes in Fund Balance -
Governmental Fund
Year Ended June 30, 2024

Revenues:	
Ad valorem taxes	\$ 3,186,338
Sales tax	7,572,499
Intergovernmental revenues	975,465
Fees, charges, and commissions for services -	
Commissions on licenses, taxes, etc.	89,398
Fines and forfeitures	97,114
Civil and criminal fees	328,720
Court costs and attendance	11,152
Feeding, keeping, and transporting prisoners	778,473
Other	237,017
Investment earnings and losses	279,698
Total revenues	<u>13,555,874</u>
Expenditures:	
Current -	
Public safety	12,349,471
Capital outlay	310,288
Total expenditures	<u>12,659,759</u>
Excess of revenues over expenditures	896,115
Other financing sources (uses):	
Sale of equipment	<u>600</u>
Net change in fund balance	896,715
Fund balance, beginning	<u>18,134,910</u>
Fund balance, ending	<u>\$ 19,031,625</u>

The accompanying notes are an integral part of the basic financial statements.

VERMILION PARISH SHERIFF
Abbeville, Louisiana

Reconciliation of the Statement of Revenues, Expenditures, and
Changes in Fund Balance of Governmental Fund
to the Statement of Activities
For the Year Ended June 30, 2024

Net change in fund balance per Statement of Revenues, Expenditures and Changes in Fund Balance		\$ 896,715
Capital assets:		
Capital additions	\$ 310,287	
Depreciation expense	<u>(546,422)</u>	(236,135)
Transactions involving capital assets:		
Loss on disposal of assets		(2,934)
The effect of recording net pension and OPEB liability/asset, and the related deferred outflows of resources, and deferred inflows of resources:		
Change in pension expense	(1,636,880)	
Nonemployer plan contribution revenue recognized	395,754	
Change in OPEB expense	<u>(188,467)</u>	<u>(1,429,593)</u>
Changes in net position per Statement of Activities		<u>\$ (771,947)</u>

The accompanying notes are an integral part of the basic financial statements.

VERMILION PARISH SHERIFF
Abbeville, Louisiana

Statement of Fiduciary Net Position
Fiduciary Funds
June 30, 2024

	<u>Custodial Funds</u>
ASSETS	
Cash and interest bearing deposits	<u>\$ 935,572</u>
LIABILITIES	
Accounts payable	<u>249,008</u>
NET POSITION	
Fiduciary net position - held for others	<u>\$ 686,564</u>

The accompanying notes are an integral part of the basic financial statements.

VERMILION PARISH SHERIFF
Abbeville, Louisiana

Statement of Changes in Fiduciary Net Position
Fiduciary Funds
Year Ended June 30, 2024

	Custodial Funds
Additions:	
Sheriff's sales, suits, and seizures	\$ 773,519
Garnishments	271,323
Bonds	154,110
Fines, forfeitures and costs	304,255
Taxes, fees, etc., paid to tax collector	29,651,511
Commissions	66,075
Interest	59,241
Total additions	31,280,034
Deductions:	
Taxes, fees, etc., distributed to taxing bodies and others	29,764,028
Deposits settled to -	
State agencies	8,207
Clerk of Court	89,125
District Attorney	101,071
Crime lab	62,752
Indigent defender board	103,672
Litigants, attorneys etc.	590,331
Other settlements	48,370
Other reductions	518,057
Total deductions	31,285,613
Net change in fiduciary net position	(5,579)
Net position - beginning	692,143
Net position - ending	\$ 686,564

The accompanying notes are an integral part of the basic financial statements.

VERMILLION PARISH SHERIFF
Abbeville, Louisiana

Notes to Basic Financial Statements

INTRODUCTION

As provided by Article V, Section 27 of Louisiana Constitution of 1974, the Sheriff serves a four-year term as the chief executive officer of the law enforcement district and ex-officio tax collector of the parish. The Sheriff administers the parish jail system and exercises duties required by the parish court system, such as providing bailiffs, executing orders of the court, and serving subpoenas.

As the chief law enforcement officer of the parish, the Sheriff has the responsibility for enforcing state and local laws and ordinances within the territorial boundaries of the parish. The Sheriff provides protection to the residents of the parish through on-site patrols and investigations and serves the residents of the parish through the establishment of neighborhood watch programs, anti-drug abuse programs, et cetera. In addition, when requested, the Sheriff provides assistance to other law enforcement agencies within the parish.

As the ex-officio tax collector of the parish, the Sheriff is responsible for collecting and distributing ad valorem property taxes, parish occupational licenses, state revenue funds, and fines, costs, and bond forfeitures imposed by the district court.

The accounts of the tax collector are established to reflect the collections imposed by law, distributions pursuant to such law, and unsettled balances due various taxing bodies and others.

(1) Summary of Significant Accounting Policies

The accompanying basic financial statements of the Sheriff have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. GAAP includes all relevant Governmental Accounting Standards Board (GASB) pronouncements. The accounting and reporting framework and the more significant accounting policies are discussed in subsequent subsections of this note.

A. Reporting Entity

For financial reporting purposes, the Sheriff includes all funds, account groups, activities, et cetera, that are controlled by the Sheriff as an independently elected parish official. As an independently elected parish official, the Sheriff 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 Sheriff's office that are paid or provided by the parish police jury as required by Louisiana law, the Sheriff is financially independent.

Accordingly, the Sheriff is a separate governmental reporting entity. Certain units of the local government, over which the Sheriff exercises no oversight responsibility, such as the parish council, parish school board, other independently elected officials, and municipalities within the parish, are excluded from the accompanying financial statements. These units are considered separate reporting entities and issue financial statements separate from those of the parish Sheriff.

VERMILLION PARISH SHERIFF
Abbeville, Louisiana

Notes to Basic Financial Statements

B. Basis of Presentation

Government-Wide Financial Statements (GWFS)

The statement of net position and statement of activities display information about the Sheriff as a whole. These statements include all funds of the reporting entity except the fiduciary funds. Information contained in these statements reflects the economic resources measurement focus and the accrual basis of accounting. Governmental activities generally are financed through taxes, intergovernmental revenues, and other non-exchange revenue.

The statement of activities presents a comparison between direct expenses and program revenues. Direct expenses are those that are specifically associated with a program or function and therefore, are clearly identifiable to a particular function. Program revenues include (a) fees, fines, and charges paid by the recipients of goods or services offered by the programs, and (b) grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues that are not classified as program revenues, including all taxes, are presented as general revenues.

Fund Financial Statements (FFS)

The Sheriff 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 Sheriff functions and activities. A fund is defined as a separate fiscal and accounting entity with a self-balancing set of accounts. The various funds of the Sheriff are classified into two categories: governmental and fiduciary. The emphasis on fund financial statements is on major funds, each displayed in a separate column. A fund is considered major if it is the primary operating fund of the Sheriff or its total assets and deferred outflows, liabilities and deferred inflows, revenues, or expenditures of the individual governmental fund is at least 10 percent of the corresponding total for all governmental funds and are at least 5 percent of the corresponding total for all governmental and enterprise funds combined. The governmental fund of the Sheriff is considered to be a major fund. The funds of the Sheriff are described below:

Governmental Fund -

General Fund - This fund is the primary operating fund of the Sheriff, and it accounts for the operations of the Sheriff's office. The General Fund is available for any purpose provided it is expended or transferred in accordance with state and federal laws and according to Sheriff policy.

Fiduciary Funds –

Custodial Funds – Fiduciary funds consist of Custodial funds of the Sheriff. Custodial funds account for assets held by the Sheriff for various local governments and inmates. Fiduciary fund statements are prepared using the economic resources measurement focus and full accrual basis of accounting.

VERMILLION PARISH SHERIFF
Abbeville, Louisiana

Notes to Basic Financial Statements

C. Measurement Focus/Basis of Accounting

The amounts reflected in the General Fund are accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities are generally included on the balance sheet. The statement of revenues, expenditures, and changes in fund balance reports on the sources (i.e., revenues and other financing sources) and uses (i.e., expenditures and other financing uses) of current financial resources. This approach is then reconciled, through adjustment, to a government-wide view of Sheriff operations.

The amounts reflected in the General Fund use 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 Sheriff 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, and certain compensated absences and claims and judgments which are recognized when the obligations are expected to be liquidated with expendable available financial resources. When both restricted and unrestricted resources are available for use, it is the Sheriff's policy to use restricted resources first, then unrestricted resources as they are needed. The governmental fund uses the following practices in recording revenues and expenditures:

Revenues

The Sheriff is the ex-officio tax collector of the parish and is responsible for the collection and distribution of ad valorem property taxes. Ad valorem taxes attach as an enforceable lien on property as of January 1 of each year. Taxes are levied by the parish government in June and are actually billed to taxpayers by the Sheriff in October. Billed taxes are due by December 31, becoming delinquent on January 1 of the following year. The taxes are based on assessed values determined by the Tax Assessor of Vermilion Parish and are collected by the Sheriff. The taxes are remitted to the appropriate taxing bodies net of deductions for assessor's compensation and pension fund contributions. Ad valorem taxes and the related state revenue sharing are recorded in the year taxes are due and payable. The taxes are generally collected in December, January, and February of the fiscal year.

Intergovernmental revenues and fees, charges and commissions for services are recorded when the Sheriff 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.

VERMILLION PARISH SHERIFF
Abbeville, Louisiana

Notes to Basic Financial Statements

Expenditures

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

Other Financing Sources (Uses)

Transfers between funds that are not expected to be repaid are accounted for as other financing sources (uses) when the transfer is authorized by the Sheriff.

D. Cash and Interest-Bearing Deposits

Cash and interest-bearing deposits include amounts in demand deposits, interest-bearing demand deposits, and time deposits. They are stated at cost, which approximates market.

E. Investments

Investments are limited by Louisiana Revised Statute (R.S.) 33:2955. If the original maturities of investments exceed 90 days, they are classified as investments; however, if the original maturities are 90 or fewer days, they are classified as cash equivalents.

F. Bad Debts

Uncollectible amounts due for accounts receivable are recognized as bad debts at the time information becomes available, which would indicate the collectability of the particular receivables. Although the specific charge-off method is not in conformity with generally accepted accounting principles (GAAP), no allowance for uncollectible receivables was made due to immateriality.

G. Capital Assets

Capital assets, which include buildings, furniture, fixtures, equipment, and vehicles, are reported in the governmental activities columns in the government-wide financial statements. Capital assets are capitalized at historical cost or estimated cost if historical cost is not available. Donated assets are recorded as capital assets at their estimated acquisition cost at the date of donation. The Sheriff maintains a threshold level of \$1,000 or more for capitalizing capital assets. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized.

VERMILLION PARISH SHERIFF
Abbeville, Louisiana

Notes to Basic Financial Statements

Depreciation of all exhaustible capital assets is recorded as an allocated expense in the statement of activities, with accumulated depreciation reflected in the statement of net position. Depreciation is provided over the assets' estimated useful lives using the straight-line method of depreciation. The range of estimated useful lives by type of asset is as follows:

<u>Asset Class</u>	<u>Estimated Useful Lives</u>
Computer equipment	3
Vehicles	5
Office furniture	5-10
Equipment	5-10

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

H. Annual and Sick Leave

All full-time employees of the Sheriff's earn from 10 to 15 days of annual leave, depending on their length of service. Full-time employees earn 8 hours sick leave per month actually worked. Sick leave accumulates from year to year, no monetary compensation is allowed at termination. The maximum days of sick leave an employee can accumulate are 31.25 days (250 hours). The Sheriff has no accumulated and vested benefits relating to annual and sick leave, which requires accrual or disclosure to conform with generally accepted accounting principles.

I. Deferred Outflows of Resources and Deferred Inflows of Resources

In addition to assets, the statement of net position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position or fund balance that applies to a future period and thus, will not be recognized as an outflow of resources (expenses/expenditures) until then.

In addition to liabilities, the statement of net position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position or fund balance that applies to a future period and so will not be recognized as an inflow of resources (revenue) until that time.

J. Equity Classifications

In the government-wide statements, net position is displayed in three components:

VERMILLION PARISH SHERIFF
Abbeville, Louisiana

Notes to Basic Financial Statements

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.

Restricted net position – Consists of restricted assets reduced by liabilities and deferred inflows of resources related to those assets. Constraints may be 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.

Unrestricted net position – Net amount of the assets, deferred outflows of resources, liabilities, and deferred inflows of resources that are not included in either of the other two categories of net position.

In the fund statements, governmental fund equity is classified as fund balance.

Fund balances of the governmental funds are classified as follows:

Nonspendable – amounts that cannot be spent because they are either not in a spendable form (such as inventories and prepaid amounts) or are legally or contractually required to be maintained intact.

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.

Committed – amounts that can be spent only for specific purposes determined by a formal action of the government's highest level of decision-making authority. The Sheriff is the highest level of decision-making authority for the Vermilion Parish Sheriff's Office.

Assigned – amounts the government intends to use for specific purposes that do not meet the criteria to be classified as restricted or committed. Under the Vermilion Parish Sheriff Office's adopted policy, only the Sheriff may assign amounts for specific purposes.

Unassigned – all other spendable amounts.

When an expenditure is incurred for purposes for which both restricted and unrestricted fund balance is available, the Sheriff considers restricted funds to have been spent first. When an expenditure is incurred for which committed, assigned, or unassigned fund balances are available, the Sheriff considers amounts to have been spent first out of committed funds, then assigned funds, and finally unassigned funds, as needed, unless the Sheriff has provided otherwise in its commitment or assignment actions.

VERMILLION PARISH SHERIFF
Abbeville, Louisiana

Notes to Basic Financial Statements

K. Estimates

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

L. Pensions

The net pension liability, deferred outflows of resources, and deferred inflows of resources related to pensions, and pension expense has been determined using the flow of economic resources measurement focus and full accrual basis of accounting. Non-employer contributions are recognized as revenues in the government-wide and proprietary fund financial statements. In the governmental fund financial statements contributions are recognized as expenditures when due.

M. Postemployment Benefits Other than Pensions (OPEB)

The net OPEB liability, deferred outflows of resources, and deferred inflows of resources related to OPEB, and OPEB expenses has been determined using the flow of economic resources measurement focus and full accrual basis of accounting. In the governmental fund financial statements contributions are recognized as expenditures when due.

(2) Cash, Interest-Bearing Deposits, and Investments

A. Cash and Interest-Bearing Deposits

Under state law, the Sheriff may deposit funds within a fiscal agent bank organized under the laws of the State of Louisiana, the laws of any other state in the Union, or the laws of the United States. The Sheriff may also deposit funds in certificates and time deposits of state banks organized under Louisiana law and national banks having principal offices in Louisiana.

These deposits are stated at cost, which approximates market. Custodial credit risk for deposits is the risk that in the event of the failure of a depository financial institution, the Sheriff's deposits may not be recovered or will not be able to recover the collateral securities that are in the possession of an outside party. The Sheriff does not have a policy for custodial credit risk; however, 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 pledging financial institution. The market value of the pledged securities plus the federal deposit insurance must at all times equal the amount on deposit with the financial institution. These securities are held in the name of the pledging financial institution in a holding or custodial bank that is mutually acceptable to both parties.

VERMILLION PARISH SHERIFF
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Notes to Basic Financial Statements

Deposit balances (bank balances) are secured as follows:

Bank balances	<u>\$ 10,585,921</u>
Deposits are secured as follows:	
Insured deposits	\$ 250,000
Uninsured and collateral held by the pledging bank, not in the Sheriff's name	<u>10,335,921</u>
Total	<u>\$ 10,585,921</u>

B. Investments

Under state law, the Sheriff may invest in direct United States Treasury obligations fully guaranteed by the government of the United States, bonds, debentures, notes, or other evidence of indebtedness issued or guaranteed by federal agencies, provided such obligations are backed by the full faith and credit of the United States of America or issued or guaranteed by United States government instrumentalities which are federally sponsored. The Sheriff categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; level 2 inputs are significant other observable inputs; level 3 inputs are significant unobservable inputs. The Sheriff has the following recurring fair value measurements:

Description	Fair Value	Level 1	Level 2	Level 3
U.S. Treasury	\$ 2,609,197	\$ 2,609,197	\$ -	\$ -
Municipal Bonds	796,843	-	796,843	-
Federal Home Loan Banks	172,914	-	172,914	-
State and Municipal Securities	331,101	-	331,101	-
Mutual Funds	<u>4,607,219</u>	<u>-</u>	<u>4,607,219</u>	<u>-</u>
Total	<u>\$ 8,517,274</u>	<u>\$ 2,609,197</u>	<u>\$ 5,908,077</u>	<u>\$ -</u>

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment the greater the sensitivity of its value to changes in market interest rates. The Sheriff does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

VERMILLION PARISH SHERIFF
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Notes to Basic Financial Statements

Information about the exposure of the Sheriff's debt type investments to this risk, using the segmented time distribution model is as follows:

Description	Fair Value	Investment Maturities (in Years)		
		Less than 1	1-5	6-10
U.S. Treasury				
Interest Rates 1.625% - 4.375%	\$2,609,197	\$ 565,000	\$2,044,197	\$ -
Federal Home Loan Banks				
Interest Rates 2.375% - 5.500%	796,843	391,956	404,887	-
Federal Farm Credit Banks				
Interest Rate 5.440%	172,914	-	172,914	-
State and Municipal Securities	331,101	-	-	331,101
Mutual Funds	<u>4,607,219</u>	<u>4,607,219</u>	<u>-</u>	<u>-</u>
Total	<u><u>\$8,517,274</u></u>	<u><u>\$5,564,175</u></u>	<u><u>\$2,621,998</u></u>	<u><u>\$ 331,101</u></u>

Credit risk is managed by restricting investments to those authorized by R.S. 33:2955.

The Sheriff attempts to maintain a diversified portfolio to minimize the risk of loss resulting from over concentration of assets in a specific maturity. Securities from issuers totaling five percent or more of a portfolio are as follows:

Description	Rating	Percentage
Federal Home Loan Banks	Aaa	9.36%

The custodial credit risk for investments is the risk that, in the event of the failure of the counterparty (e.g., broker-dealer) to a transaction, the Sheriff will not be able to recover the value of its investment or collateral securities that are in the possession of another party. The Sheriff does not have custodial credit risk policies for investments.

VERMILLION PARISH SHERIFF
Abbeville, Louisiana

Notes to Basic Financial Statements

(3) Capital Assets

Capital asset activity was as follows:

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Deletions</u>	<u>Ending Balance</u>
Governmental activities:				
Capital assets being depreciated:				
Buildings and improvements	\$ 1,353,574	\$ -	\$ -	\$ 1,353,574
Jail addition	679,207	18,247	-	697,454
Equipment and vehicles	<u>7,649,757</u>	<u>292,041</u>	<u>26,419</u>	<u>7,915,379</u>
Totals	<u>9,682,538</u>	<u>310,288</u>	<u>26,419</u>	<u>9,966,407</u>
Less accumulated depreciation				
Buildings and improvements	568,463	53,387	-	621,850
Jail addition	507,225	16,504	-	523,729
Equipment and vehicles	<u>6,247,856</u>	<u>476,531</u>	<u>23,484</u>	<u>6,700,903</u>
Total accumulated depreciation	<u>7,323,544</u>	<u>546,422</u>	<u>23,484</u>	<u>7,846,482</u>
Governmental activities, capital assets, net	<u>\$ 2,358,994</u>	<u>\$ (236,134)</u>	<u>\$ (2,935)</u>	<u>\$ 2,119,925</u>

Depreciation expense was charged to the law enforcement governmental activity \$546,422.

(4) Pension Plan

The Sheriffs' Pension and Relief Fund's employer schedules were prepared using the accrual basis of accounting. Employer contributions, for which the employer allocations are based, are recognized in the period in which the employee is compensated for services performed. For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, pension expense, information about the fiduciary net position of the Sheriffs' Pension and Relief Fund (Fund), and additions/deductions from the Fund's fiduciary net position have been determined on the same basis as they are reported by the Fund. 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. The following is a description of the plan and its benefits and is provided for general information purposes only.

Plan Description: Employees of the Sheriff are provided with retirement benefits through a cost-sharing multiple-employer defined benefit pension plan established in accordance with the provisions of Louisiana Revised Statute 11:2171 to provide retirement, disability, and survivor benefits to employees of sheriff's offices throughout the State of Louisiana, employees of the Louisiana Sheriffs' Association and the Sheriffs' Pension and Relief Fund's office. The Fund issued a stand-alone audit report that can be obtained on the Louisiana Legislative Auditor's website, www.la.gov.

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Retirement benefits for members who become eligible for membership on or before December 31, 2011: Members with twelve years of creditable service may retire at age fifty-five; members with thirty years of service may retire at any age. The retirement allowance is equal to three and one-third percent of the member's average final compensation multiplied by his years of creditable service, not to exceed (after reduction for optional payment form) 100% of average final compensation. Active, contributing members with at least ten years of creditable service may retire at age sixty. The accrued normal retirement benefit is reduced actuarially for each month or fraction thereof that retirement begins prior to the member's earliest normal retirement date assuming continuous service.

Retirement benefits for members whose first employment making them eligible for membership in the system began on or after January 1, 2012: Members with twelve years of creditable service may retire at age sixty-two; members with twenty years of service may retire at age sixty; members with thirty years of creditable service may retire at age fifty-five. The benefit accrual rate for such members with less than thirty years of service is three percent; for members with thirty or more years of service; the accrual rate is three and one-third percent. The retirement allowance is equal to the benefit accrual rate times the member's average final compensation multiplied by his years of creditable service, not to exceed (after reduction for optional payment form) 100% of average final compensation. Members with twenty or more years of service may retire with a reduced retirement at age fifty.

For a member whose first employment, making him eligible for membership in the system, began on or before June 30, 2006, final average compensation is based on the average monthly earnings during the highest thirty-six consecutive months or joined months if service was interrupted. The earnings to be considered for each twelve-month period within the thirty-six-month period shall not exceed 125% of the preceding twelve-month period.

For a member whose first employment, making him eligible for membership in the system, began after June 30, 2006 and before July 1, 2013, final average compensation is based on the average monthly earnings during the highest sixty consecutive months or joined months if service was interrupted. The earnings to be considered for each twelve-month period within the sixty-month period shall not exceed 125% of the preceding twelve-month period.

For a member whose first employment, making him eligible for membership in the system, began on or after July 1, 2013, final average compensation is based on the average monthly earnings during the highest sixty consecutive months or joined months if service was interrupted. The earnings to be considered for each twelve-month period within the sixty-month period shall not exceed 115% of the preceding twelve-month period.

Deferred Retirement Benefits: The Fund does provide for deferred benefits for vested members who terminate before being eligible for retirement. Benefits become payable once the member reaches the appropriate age for retirement.

VERMILLION PARISH SHERIFF
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Notes to Basic Financial Statements

Back Deferred Retirement Option Plan (Back-DROP): In lieu of receiving a service retirement allowance, any member of the Fund who has more than sufficient service for a regular service retirement may make a one-time irrevocable election to receive a "Back-DROP" benefit. A member elects Back-DROP at the time of separation from employment (retirement). The Back-DROP benefit is based on 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 time accrued between when a member first becomes eligible for retirement and his actual date of retirement. For those individuals with thirty or more years, the Back-DROP period is the lesser of four years or service time accrued between when a member becomes eligible for retirement and his actual date of retirement. A member's Back-DROP benefit is the maximum monthly retirement benefit multiplied by the number of months in the Back-DROP period. In addition, the member's Back-DROP account will be credited with employee contributions received by the Fund during the Back-DROP period. The member's DROP and Back-DROP balances left on deposit are managed by a third party, fixed income investment manager. Participants have the option to opt out of this program and take a lump sum distribution, if eligible, annuitize all or a portion of the Back-DROP balance, or to rollover the assets to another qualified plan.

Disability Benefits: A member is eligible to receive disability benefits if he has at least ten years of creditable service when a non-service-related disability is incurred; there are no service requirements for a service-related disability. Disability benefits shall be the lesser of 1) a sum equal to the greatest of 45% of final average compensation or the member's accrued retirement benefit at the time of termination of employment due to disability, or 2) the retirement benefit which would be payable assuming continued service to the earliest normal retirement age. Members who become partially disabled receive 75% of the amount payable for total disability.

Survivor's Benefits: Survivor benefits for death solely as a result of injuries received in the line of duty are based on the following: for a spouse alone, a sum equal to 50% of the member's final average compensation with a minimum of \$150 per month. If a spouse is entitled to benefits and has a child or children under eighteen years of age (or over said age if physically or mentally incapacitated and dependent upon the member at the time of his death), an additional sum of 15% of the member's final average compensation is paid to each child with total benefits paid to spouse and children not to exceed 100%. If a member dies with no surviving spouse, surviving children under age eighteen will receive monthly benefits of 15% of the member's final average compensation up to a maximum of 60% of final average compensation if there are more than four children. If a member is eligible for normal retirement at the time of death, the surviving spouse receives an automatic Option 2 benefit. The additional benefit payable to children shall be the same as those available for members who die in the line of duty. In lieu of receiving Option 2 benefit, the surviving spouse may receive a refund of the member's accumulated contributions. All benefits payable to surviving children shall be extended through age twenty-three, if the child is a full-time student in good standing enrolled at a board approved or accredited school, college, or university.

Cost-of-Living Adjustments: As fully described in Title 11 of the Louisiana Revised Statutes, the Fund allows for the payment of permanent benefit increases, also known as cost-of-living adjustments (COLAs), which are funded through investment earnings when recommended by the Board of Trustees and approved by the State Legislature. Cost-of-living provisions for the Fund allows the board of trustees to provide an annual cost of living increase of 2.5% of the eligible retiree's original benefit if certain funding criteria are met. Members are eligible to receive a cost-of-living adjustment once they have attained the age of sixty and have been retired at least one year. Funding criteria for granting cost-of-living adjustments is dependent on the funded ratio.

VERMILLION PARISH SHERIFF
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Notes to Basic Financial Statements

Employer Contributions: According to state statute, contribution requirements for all employers are actuarially determined each year. For the year, the actual employer contribution rate was 11.50% with an additional -0-% allocated from the Funding Deposit Account. Employer proportionate share of contributions for the year was \$759,730.

In accordance with state statute, the Fund receives ad valorem taxes, insurance premium taxes and state revenue sharing funds. These additional sources of income are used as employer contributions and are considered support from non-employer contributing entities but are not considered special funding situations. Non-employer contributions are recognized as revenue in the amount of \$395,754 and excluded from pension expense for the year.

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions:

As of year-end, the Sheriff reported a liability of \$7,224,560 for its proportionate share of the net pension liability. The net pension liability was measured, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The Sheriff's proportion of the net pension liability was based on a projection of the Sheriff's long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined. The Sheriff's proportion was 0.822%, which was an increase of 0.015% from its proportion measured in the prior year.

The Sheriff recognized pension expense of \$2,366,568 net of employer's amortization of change in proportionate share and differences between employer contributions and proportionate share of contributions.

The Sheriff 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>
Differences between expected and actual experiences	\$ 1,340,705	\$ 132,225
Changes of assumptions	555,303	-
Net difference between projected and actual earnings on pension plan investments	1,443,200	-
Change in proportion and differences between employer contributions and proportionate share of contributions	110,252	40,385
Employer contributions subsequent to the measurement date	<u>729,687</u>	<u>-</u>
Total	<u>\$4,179,147</u>	<u>\$ 172,610</u>

VERMILLION PARISH SHERIFF
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Notes to Basic Financial Statements

Deferred outflows of resources of \$729,687 related to pensions resulting from the Sheriff's contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the subsequent year. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense, as follows:

<u>Year Ended June 30,</u>	
2025	\$ 969,841
2026	534,073
2027	1,675,367
2028	<u>97,569</u>
Total	<u>\$ 3,276,850</u>

Contributions – Proportionate Share: Differences between contributions remitted to the Fund and the employer's proportionate share are recognized in pension expense (benefit) using the straight-line amortization method over a closed period equal to the average of the expected remaining service lives of all employees that are provided with a pension through the pension plan. The resulting deferred inflow/outflow and amortization is not reflected in the schedule of employer amounts due to differences that could arise between contributions reported by the Fund and contributions reported by the participating employer.

Actuarial Assumptions: The net pension liability was measured as the portion of the present value of projected benefit payments to be provided through the pension plan to current active and inactive employees that is attributed to those employees' past periods of service, less the amount of the pension plan's fiduciary net position.

VERMILLION PARISH SHERIFF
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Notes to Basic Financial Statements

A summary of the actuarial methods and assumptions used in determining the total pension liability are as follows:

Valuation Date	June 30, 2023
Actuarial Cost Method	Individual Entry Age Normal Method
Actuarial Assumptions:	
Investment Rate of Return	6.85%, net of pension plan investment expense, including inflation
Projected Salary Increases	5.00% (2.50% inflation, 2.50% merit)
Mortality	Pub-2010 Public Retirement Plans Mortality Table for Safety Below-Median Employees multiplied by 120% for males and 115% for females for active members, each with full generational projection using the appropriate MP2019 scale. Pub-2010 Public Retirement Plans Mortality Table for Safety Below-Median Healthy Retirees multiplied by 120% for males and 115% for females for annuitants and beneficiaries, each with full generational projection using the appropriate MP2019 scale. Pub-2010 Public Retirement Plans Mortality Table for Safety Disabled Retirees multiplied by 120% for males and 115% for females for disabled annuitants, each with full generational projection using the appropriate MP2019 scale.
Expected Remaining Service Lives	5 years
Cost of Living Adjustments	The present value of future retirement benefits is based on benefits currently being paid by the Fund and includes previously granted cost-of-living increases. The present values do not include provisions for potential future increases not yet authorized by the Board of Trustees as they were deemed not to be substantively automatic.

VERMILLION PARISH SHERIFF
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The mortality rate assumptions were set after reviewing an experience study performed over the period July 1, 2014 through June 30, 2019. The data was then assigned credibility weighting and combined with a standard table to produce current levels of mortality. This mortality was then projected forward to a period equivalent to the estimated duration of the Fund's liabilities. Annuity values calculated based on this mortality were compared to those produced by using a setback of standard tables. The result of the procedure indicated that these tables would produce liability values approximating the appropriate generational mortality tables used.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate 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.

Estimates of arithmetic real rates of return for each major asset class based on the Fund's target asset allocation were as follows:

<u>Asset Class</u>	<u>Expected Rate of Return</u>		
	<u>Target Asset Allocation</u>	<u>Real Return Arithmetic Basis</u>	<u>Long-term Expected Real Rates of Return</u>
Equity Securities	62%	6.69%	4.15%
Bonds	25%	4.92%	1.23%
Alternative Investments	<u>13%</u>	5.77%	<u>0.75%</u>
Totals	100%		6.13%
Inflation			<u>2.49%</u>
Expected Arithmetic Nominal Return			<u>8.62%</u>

Discount Rate: The discount rate used to measure the total pension liability was 6.85%, which was unchanged from the discount rate used as of the prior period. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current contribution rates and that contributions from participating employers will be made at the actuarially determined rates approved by PRSAC taking into consideration the recommendation of the Fund's actuary. Based on those assumptions, the Fund's fiduciary net position was projected to be available to make all projected future benefit payments of current 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.

VERMILLION PARISH SHERIFF
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Notes to Basic Financial Statements

Sensitivity of the Employer's Proportionate Share of the Net Pension Liability to Changes in the Discount Rate: The following presents the employer's proportionate share of the net pension liability using the discount rate of 6.85%, as well as what the employer's proportionate share of the net pension liability would be if it were calculated using a discount rate that is one percentage-point lower or one percentage-point higher than the current rate:

	<u>1.0% Decrease</u> 5.85%	<u>Current</u> <u>Discount Rate</u> 6.85%	<u>1.0% Increase</u> 7.85%
Employer's proportionate share of the net pension liability	<u>\$ 12,802,040</u>	<u>\$ 7,224,560</u>	<u>\$ 2,573,037</u>

(5) Litigation and Claims

The Sheriff is subject to various lawsuits and claims, many of which arise in the normal course of business. Although their outcome is not presently determinable, it is the opinion of legal counsel that resolution of these matters will not have a material adverse effect on the financial condition of the Sheriff.

(6) Post-Retirement Health Care and Life Insurance Benefits

Plan Description – The Vermilion Parish Sheriff's Office (the Sheriff) provides certain continuing health care and life insurance benefits for its retired employees. The Vermilion Parish Sheriff's OPEB Plan (the OPEB Plan) is a single-employer defined benefit OPEB plan administered by the Sheriff. The authority to establish and/or amend the obligation of the employer, employees and retirees rests with the Sheriff. No assets are accumulated in a trust that meets the criteria in paragraph 4 of Governmental Accounting Standards Board (GASB) Statement No. 75.

Benefits Provided – Benefits are provided through comprehensive plans and are made available to employees upon actual retirement. Employees retirement eligibility (D.R.O.P. entry) provisions are as follows: attainment of 30 years of service at any age, or age 55 and 12 years of service if earlier; or, for employees hired after January 1st, 2012, the earliest of age 55 and 30 years of service, age 60 and 20 years of service, and age 62 with 12 years of service. Notwithstanding this there is a minimum service requirement of 15 years for benefits. There are custom eligibility requirements which may further restrict eligibility as follows for employees hired on or after July 1, 2018: (1) At least fifteen years of service and is at least fifty-five years of age, or (2) At least thirty years of continuous service regardless of age.

Life insurance coverage is provided to retirees and 100% of the blended rate (active and retired) for \$10,000 of coverage is paid by the employer. Insurance coverage amounts are reduced to 75% of the original amount at age 65, then to 50% at age 70 except not to an amount below \$10,000.

VERMILLION PARISH SHERIFF
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Notes to Basic Financial Statements

Employees covered by benefit terms - The following employees were covered by the benefit terms:

Inactive employees or beneficiaries currently receiving benefit payments	47
Inactive employees entitled to but not yet receiving benefit payments	-
Active employees	<u>119</u>
	<u><u>166</u></u>
 Total OPEB Liability	

The Sheriff's total OPEB liability of \$9,729,012 was measured as of June 30, 2024 and was determined by an actuarial valuation as of that date.

Actuarial Assumptions and other inputs – The total OPEB liability in the July 1, 2023, actuarial valuation was determined using the following actuarial assumptions and other inputs, applied to all periods included in the measurement, unless otherwise specified:

Inflation	3.0%
Salary increases	3.0%, including inflation
Discount rate	3.54% annually (Beginning of Year to Determine ADC)
	3.65% annually (As of End of Year Measurement Date)
Healthcare cost trend rates	5.5% annually for 10 years, 4.5% thereafter
Mortality	SOA RP-2014 Table

The discount rate was based on the average of the Bond Buyers' 20 Year General Obligation municipal bond index over the 52 weeks immediately preceding the applicable measurement dates.

The actuarial assumptions used in the July 1, 2023, valuation were based on the results of ongoing evaluations of the assumptions from July 1, 2009 to June 30, 2024.

Changes in the Total OPEB Liability

Total OPEB obligation - beginning of year	<u>\$ 13,284,858</u>
Changes for the year:	
Service cost	182,086
Interest	488,220
Difference between expected and actual experience	(2,571,021)
Changes in assumptions	(1,322,503)
Benefit payments and net transfers	<u>(332,628)</u>
Net change	<u>(3,555,846)</u>
Total OPEB obligation - end of year	<u>\$ 9,729,012</u>

VERMILLION PARISH SHERIFF
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Sensitivity of the total OPEB liability to changes in the discount rate – The following presents the total OPEB liability of the Sheriff, as well as what the Sheriff's total OPEB liability would be if it were calculated using a discount rate that is 1-percentage-point lower (2.65%) or 1-percentage-point higher (4.65%) than the current discount rate:

	1% Decrease (2.65%)	Current Rate (3.65%)	1% Increase (4.65%)
Total OPEB Liability	\$ 11,501,053	\$ 9,729,012	\$ 8,341,448

Sensitivity of the total OPEB liability to changes in the healthcare cost trend rates – The following presents the total OPEB liability of the Sheriff, as well as what the Sheriff's total OPEB liability would be if it were calculated using healthcare cost trend rates that are 1-percentage-point lower (4.5%) or 1-percentage-point higher (6.5%) than the current healthcare trend rates:

	1% Decrease (4.5%)	Current Rate (5.5%)	1% Increase (6.5%)
Total OPEB Liability	\$ 8,395,339	\$ 9,729,012	\$ 11,415,102

OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources

The Sheriff recognized OPEB expense of \$521,095. The Sheriff reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experiences	\$ 694,291	\$ (2,192,292)
Changes of assumptions	640,257	(1,377,476)
Total	\$ 1,334,548	\$ (3,569,768)

Amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized in OPEB expense as follows:

Year Ended <u>June 30,</u>	
2025	\$ (149,211)
2026	(149,211)
2027	(634,445)
2028	(634,445)
2029	(652,718)
Thereafter	(15,190)
Total	\$ (2,235,220)

VERMILLION PARISH SHERIFF
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Notes to Basic Financial Statements

(7) Deferred Compensation Plan

The Sheriff offers its employees participation in a deferred compensation plan administered by AXA Equitable. The plan is a defined contribution plan established in accordance with the Internal Revenue Code Section 457. The plan is a retirement savings plan allowing eligible employees to supplement any existing retirement and pension benefits by saving and investing pre-tax and/or after-tax dollars through a voluntary salary contribution.

Contributions to Section 457 plans are determined by the U.S. Department of Treasury's Internal Revenue Service. Participants in the plan may contribute up to the lesser of 100% of earnable compensation or the IRS Statutory limit. Participants who were age 50 or older by the end of the calendar year are eligible to make additional catch-up contributions subject to the IRS limits.

The Sheriff has opted to match participating employees' elective deferrals up to 100%. For the year ended June 30, 2024, the Sheriff contributed \$87,666 to the plan. There were no amounts payable to the plan.

Participants and on-behalf contributions to the plan may be invested in a variety of investment options broadly diversified with distinct risk and return characteristics. Self-directed brokerage and managed account options are available. Contributions and investment earnings are always 100% vested.

(8) Risk Management

A. Commercial Insurance Coverage

The Sheriff is exposed to various risks of loss related to torts; thefts of, damage to, and destruction of assets; errors and omissions; and injuries to employees. To handle such risk of loss, the Sheriff maintains commercial insurance policies covering automobile liability, medical payments, uninsured motorist, and collision; surety bond coverage; and marine liability. In addition to the above policies, the Sheriff maintains a public official's liability policy and a law enforcement policy. No claims were paid, which exceeded the policies' coverage amount, on any of the policies during the past three years.

B. Group Self- Insurance

Effective March 1, 2015, the Sheriff established a risk management program for its group health and life insurance coverage and accounts for it in the General Fund. Both the employer and employees' share of premiums are paid into this fund and are available to pay claims and administrative costs.

For the year ended June 30, 2024, the Sheriff reported a claims liability of \$80,929. The claims liability is based on the requirements of GASB, which is that a liability for claims be reported as of the financial statement date if information prior to the issuance of the financial statement indicates that it is probable that a liability has been incurred and the amount of the loss can be reasonably estimated.

VERMILLION PARISH SHERIFF
Abbeville, Louisiana

Notes to Basic Financial Statements

Reconciliation of Claims Liabilities

	2024	2023
Unpaid claims, beginning	\$ 226,724	\$ 158,742
Claims incurred	(1,681,382)	(1,962,354)
Claims payments	1,535,587	2,030,336
Unpaid claims, ending	\$ 80,929	\$ 226,724

Claims payable of \$80,929 at June 30, 2024 consisted of claims incurred prior to June 30, 2024 and paid subsequent to that date.

(9) Tax Abatements

Louisiana’s State Constitution Chapter VII Section 21 authorizes the State Board of Commerce and Industry to create a ten (10) year ad valorem tax abatement program for new manufacturing establishments in the State. Under the terms of this program, qualified businesses may apply for an exemption of local ad valorem taxes on capital improvements and equipment related to manufacturing for the first ten year of its operation; after which the property will be added to the local tax roll and taxed at the value and millage in force at the time. The future value of this exempt property could be subject to significant fluctuations from today’s value; however, the Sheriff could receive a substantial increase in ad valorem tax revenues once the exemption on this property expires. Because these taxes are not assessed due, no adjustments have been made to the Sheriff’s financial statements to record a receivable. The Sheriff’s ad valorem tax revenues were reduced by \$8,767 as a result of the tax abatement.

(10) Ex-officio Tax Collector

The amount of cash on hand in the tax collector account consists of the following:

Payments received in June and disbursed in July were for:

State revenue sharing	\$ (109)
Occupational licenses	101,431
Ad Valorem taxes	103,870
Total	\$ 205,192

VERMILLION PARISH SHERIFF
Abbeville, Louisiana

Notes to Basic Financial Statements

The amount of taxes collected for the year by the taxing authority is as follows:

Abbeville Harbor & Terminal	\$ 402,315
Abrom Kaplan Memorial Hospital	492,571
Assessment District	881,179
Consolidated Gravity #2	396,876
Consolidated Gravity Drainage District #1	596,893
Coulee Baton	104,194
Coulee Des Jone Drainage District	430,355
Coulee Kinney	1,227,539
Gravity Drainage District #2	459,734
Gueydan Gravity Drainage	535,325
Gueydan Memorial Guest Hom	45
Hospital Service District #3	213,450
Isle Maronne	353,433
Louisiana Department of Agriculture	1,715
Louisiana Tax Commission	29,513
7th Ward Fire District	218,630
7th Ward Gravity 2 Maint	494,488
Pecan Island Fire District #16	127,661
Prairie Gregg	714,999
SRI Inc.	39,900
Teche Vermilion Fresh Water District	493,224
Twin Parish Port	220,853
Vermilion Parish Library	1,466,332
Vermilion Parish Police Jury	5,298,876
Vermilion Parish School Board	13,092,832
Vermilion Parish Sheriff's Office	<u>3,186,848</u>
Total	<u>\$ 31,479,780</u>

VERMILLION PARISH SHERIFF
Abbeville, Louisiana

Notes to Basic Financial Statements

Taxes assessed and uncollected were due to delinquent taxes and movable property and the amounts are as follows:

	Unpaid - Delinquent Taxes	Movable Property	Total
Abbeville Harbor & Terminal	\$ 1,588	\$ 5,878	\$ 7,466
Abrom Kaplan Memorial Hospital	465	13,765	14,230
Assessment District	1,474	12,193	13,667
Coulee Des Jone Drainage District	995	7,961	8,956
Coulee Kinney	52	1,688	1,740
Gravity Drainage District #1	-	6,440	6,440
Gravity Drainage District #2A	127	19,630	19,757
Gueydan Sub Drainage District #5	-	13,956	13,956
Health Unit	-	13,361	13,361
Hos Serv Dist 3	-	4,509	4,509
Isle Maronne	-	4,227	4,227
7th Ward Fire District	4,754	5,583	10,337
7th Ward Gravity Drainage District 2	9,030	10,729	19,759
Pecan Island Fire District #16	-	13,599	13,599
SRI Inc.	300	(300)	-
Teche Vermilion Fresh Water District	824	6,826	7,650
Twin Parish Port	-	2,030	2,030
Vermilion Parish Library	2,453	20,292	22,745
Vermilion Parish Police Jury	10,195	66,727	76,922
Vermilion Parish School Board	21,901	181,173	203,074
Vermilion Parish Sheriff's Office	6,591	41,960	48,551
Total	<u>\$ 60,749</u>	<u>\$ 452,227</u>	<u>\$ 512,976</u>

(11) Occupational Licenses

Collections settled during the year for occupational licenses are as follows:

	Collected	Settled	Unsettled
Vermilion Parish Police Jury	\$ 584,984	\$ 499,255	\$ 85,729
Vermilion Parish Sheriff's Office	103,393	88,264	15,129
Total	<u>\$ 688,377</u>	<u>\$ 587,519</u>	<u>\$ 100,858</u>

VERMILLION PARISH SHERIFF
Abbeville, Louisiana

Notes to Basic Financial Statements

(12) Expenditures of the Sheriff's Office paid by the Parish Police Jury

The cost of maintaining and operating the Sheriff's buildings, as required by statute, is paid by the Vermilion Parish Police Jury. These expenditures are not included in the accompanying financial statements.

**REQUIRED SUPPLEMENTARY
INFORMATION**

VERMILION PARISH SHERIFF
Abbeville, Louisiana

General Fund
Budgetary Comparison Schedule
Year Ended June 30, 2024

	Budget		Actual	Variance
	Original	Final		Positive (Negative)
Revenues:				
Ad valorem taxes	\$ 3,050,000	\$ 3,170,000	\$ 3,186,338	\$ 16,338
Sales tax	6,200,000	7,657,500	7,572,499	(85,001)
Intergovernmental revenues	808,500	1,113,229	975,465	(137,764)
Fees, charges, and commissions for services -				
Commissions on licenses, taxes, etc.	65,000	86,000	89,398	3,398
Fines and forfeitures	91,000	75,234	97,114	21,880
Civil and criminal fees	275,000	321,924	328,720	6,796
Court costs and attendance	12,000	10,900	11,152	252
Feeding, keeping, and transporting prisoners	662,500	745,295	778,473	33,178
Other	77,500	156,126	237,017	80,891
Investment earnings and losses	10,000	61,893	279,698	217,805
Total revenues	<u>11,251,500</u>	<u>13,398,101</u>	<u>13,555,874</u>	<u>157,773</u>
Expenditures:				
Current -				
Public safety	10,803,120	12,535,705	12,349,471	186,234
Capital outlay	<u>439,500</u>	<u>412,500</u>	<u>310,288</u>	<u>102,212</u>
Total expenditures	<u>11,242,620</u>	<u>12,948,205</u>	<u>12,659,759</u>	<u>288,446</u>
Excess (deficiency) of revenues over expenditures	8,880	449,896	896,115	446,219
Other financing sources (uses):				
Sale of equipment	<u>10,000</u>	<u>655</u>	<u>600</u>	<u>(55)</u>
Net change in fund balance	18,880	450,551	896,715	446,164
Fund balance, beginning	<u>18,134,910</u>	<u>18,134,910</u>	<u>18,134,910</u>	<u>-</u>
Fund balance, ending	<u>\$ 18,153,790</u>	<u>\$ 18,585,461</u>	<u>\$ 19,031,625</u>	<u>\$ 446,164</u>

VERMILION PARISH SHERIFF
Abbeville, Louisiana

Schedule of Changes in Total OPEB Liability and Related Ratios
For the Year Ended June 30, 2024

Total OPEB Liability *	2018	2019	2020	2021	2022	2023	2024
Service cost	\$ 190,268	\$ 189,154	\$ 151,404	\$ 222,391	\$ 310,316	\$ 193,113	\$ 182,086
Interest	287,438	299,168	306,057	239,843	273,094	450,814	488,220
Changes of benefit terms	-	-	-	-	-	-	-
Differences between expected and actual experience	33,715	(88,568)	(54,592)	1,037,426	37,599	490,496	(2,571,021)
Changes of assumptions	-	-	1,941,182	256,902	(220,641)	(223,966)	(1,322,503)
Benefit payments	(176,269)	(176,269)	(229,603)	(242,231)	(250,138)	(263,896)	(332,628)
Net change in total OPEB liability	335,152	223,485	2,114,448	1,514,331	150,230	646,561	(3,555,846)
Total OPEB liability - beginning	<u>8,300,651</u>	<u>8,635,803</u>	<u>8,859,288</u>	<u>10,973,736</u>	<u>12,488,067</u>	<u>12,638,297</u>	<u>13,284,858</u>
Total OPEB liability - ending	<u>\$8,635,803</u>	<u>\$8,859,288</u>	<u>\$ 10,973,736</u>	<u>\$ 12,488,067</u>	<u>\$ 12,638,297</u>	<u>\$ 13,284,858</u>	<u>\$ 9,729,012</u>
Covered-employee payroll	<u>\$5,348,868</u>	<u>\$5,348,868</u>	<u>\$ 5,624,237</u>	<u>\$ 5,849,207</u>	<u>\$ 5,962,459</u>	<u>\$ 6,141,333</u>	<u>\$ 6,346,467</u>
Total OPEB liability as a percentage of covered-employee payroll	161.45%	165.63%	195.12%	213.50%	211.96%	216.32%	153.30%

* Equal to net OPEB liability

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

VERMILION PARISH SHERIFF
Abbeville, Louisiana

Schedule of Employer's Share of Net Pension Liability -
Sheriff's Pension and Relief Fund
For the Year Ended June 30, 2024

* Year ended June 30,	Employer Proportion of the Net Pension Liability (Asset)	Employer Proportionate Share of the Net Pension Liability (Asset)	Employer's Covered Payroll	Employer's Proportionate Share of the Net Pension Liability (Asset) as a Percentage of its Covered Payroll	Plan Fiduciary Net Position as a Percentage of the Total Pension Liability
2024	0.822%	\$ 7,224,560	\$ 6,590,221	109.6%	83.94%
2023	0.807%	\$ 6,560,575	\$ 5,970,354	109.9%	83.90%
2022	0.784%	\$ (388,499)	\$ 5,632,104	6.90%	101.04%
2021	0.777%	\$ 5,379,978	\$ 5,738,627	93.8%	84.73%
2020	0.807%	\$ 3,819,466	\$ 5,642,362	67.7%	88.91%
2019	0.787%	\$ 3,016,292	\$ 5,413,831	55.7%	90.41%
2018	0.788%	\$ 3,413,750	\$ 5,460,432	62.5%	88.49%
2017	0.806%	\$ 5,112,760	\$ 5,501,500	92.9%	82.10%
2016	0.794%	\$ 3,538,832	\$ 5,250,386	67.4%	86.61%
2015	0.761%	\$ 3,012,998	\$ 5,035,032	59.8%	87.34%

* The amounts presented have a measurement date of the previous fiscal year end.

VERMILION PARISH SHERIFF
Abbeville, Louisiana

Schedule of Employer Contributions -
Sheriff's Pension and Relief Fund
For the Year Ended June 30, 2024

Year ended June 30,	Contractually Required Contribution	Contributions in Relation to Contractual Required Contribution	Contribution Deficiency (Excess)	Employer's Covered Payroll	Contributions as a % of Covered Payroll
2024	\$ 729,687	\$ 729,687	-	\$ 6,345,082	11.50%
2023	\$ 757,578	\$ 757,878	-	\$ 6,590,221	11.50%
2022	\$ 731,373	\$ 731,373	-	\$ 5,970,354	12.25%
2021	\$ 689,938	\$ 689,938	-	\$ 5,632,104	12.25%
2020	\$ 702,987	\$ 702,987	-	\$ 5,738,627	12.25%
2019	\$ 691,194	\$ 691,194	-	\$ 5,642,362	12.25%
2018	\$ 690,269	\$ 690,269	-	\$ 5,413,831	12.75%
2017	\$ 723,512	\$ 723,512	-	\$ 5,460,432	13.25%
2016	\$ 756,462	\$ 756,462	-	\$ 5,501,500	13.75%
2015	\$ 748,180	\$ 748,180	-	\$ 5,250,386	14.25%

VERMILLION PARISH SHERIFF
Abbeville, Louisiana

Notes to the Required Supplementary Information
For the Year Ended June 30, 2024

(1) Budgets and Budgetary Accounting

The Sheriff follows these procedures in establishing the budgetary data reflected in the financial statements:

- A. The chief administrative deputy prepares a proposed budget for the general fund and submits it to the Sheriff for the fiscal year no later than fifteen days prior to the beginning of each fiscal year.
- B. A summary of the proposed budget is published, and the public notified that the proposed budget is available for public inspection. At the same time, a public hearing is called.
- C. A public hearing is held on the proposed budget at least ten days after publication of the call for the hearing.
- D. After the holding of the public hearing and completion of all action necessary to finalize and implement the budget, the budget is legally adopted prior to the commencement of the fiscal year for which the budget is being adopted.
- E. All budgetary appropriations lapse at the end of each fiscal year.
- F. The budget is adopted on a basis consistent with generally accepted accounting principles (GAAP). Budgeted amounts are as originally adopted or as finally amended by the Sheriff. Such amendments were not material in relation to the original appropriations.

VERMILLION PARISH SHERIFF
Abbeville, Louisiana

Notes to the Required Supplementary Information
For the Year Ended June 30, 2024

(2) OPEB

Benefit changes –

There were no changes of benefit terms.

Changes of assumptions –

Year ended June 30,	Discount Rate	Mortality Table	Healthcare Cost Trend
2018	3.50%	RP-2000	5.50%
2019	3.50%	RP-2000	5.50%
2020	2.21%	RP-2000	4.5%-5.5%
2021	2.16%	RP-2000	4.5%-5.5%
2022	3.54%	RP-2014	4.5%-5.5%
2023	3.65%	RP-2014	4.5%-5.5%
2024	3.93%	Pub-2010/2021	Getzen Model

(3) Pension Plan

Changes of Benefit Terms -

There were no changes of benefit terms.

Changes of Assumptions –

* Year ended June 30,	Discount Rate	Investment Rate of Return	Inflation Rate	Expected Remaining Service Lives	Projected Salary Increase
2015	6.00%	7.70%	3.000%	6	6.00%
2016	7.60%	7.70%	2.870%	6	5.50%
2017	7.50%	7.60%	2.875%	7	5.50%
2018	7.40%	7.50%	2.775%	7	5.50%
2019	7.25%	7.25%	2.600%	6	5.50%
2020	7.10%	7.10%	2.500%	6	5.50%
2021	7.00%	7.00%	2.500%	6	5.00%
2022	6.90%	6.90%	2.500%	5	5.00%
2023	6.85%	6.85%	2.500%	5	5.00%
2024	6.85%	6.85%	2.500%	5	5.00%

* The amounts presented have a measurement date of the previous fiscal year end.

**SUPPLEMENTARY
INFORMATION**

VERMILION PARISH SHERIFF
Abbeville, Louisiana

Justice System Funding Schedule - Collecting/Disbursing Entity
As Required by Act 87 of the 2020 Regular Legislative Session
For the Year Ended June 30, 2024

	Six Month Period Ended 12/31/2023	Six Month Period Ended 6/30/2024
Cash Basis Presentation		
Beginning Balance of Amounts Collected	\$ 221,787	\$ 221,788
Add: Collections		
Civil fees (including refundable amounts such as garnishments or advance deposits)	640,381	458,516
Bond Fees	101,261	59,694
Criminal Court Costs/Fees	153,012	137,241
Criminal Fines - Contempt	24,875	24,625
Criminal Fines - Other	75,277	58,300
Subtotal Collections	994,806	738,376
Less: Disbursements To Governments & Nonprofits:		
Vermilion Parish District Attorney, Criminal Fines - Other	12,018	9,951
Vermilion Parish District Attorney, Bond Fees	25,315	14,923
Vermilion Parish District Attorney, Criminal Court Costs/Fees	17,122	15,281
Clerk Of Court- 15Th Judicial District, Criminal Court Costs/Fees	18,094	16,242
Clerk Of Court- 15Th Judicial District, Civil fees	31,192	23,955
Treasurer, State of LA Cmis, Criminal Court Costs/Fees	1,958	1,776
LA Dept Health & Hospitals -Act 654, Criminal Court Costs/Fees	1,769	1,294
LA Dept. Of Wildlife & Fisheries, Criminal Court Costs/Fees	550	1,307
LA Commission On Law Enforcement, Criminal Court Costs/Fees	3,781	3,179
Acadiana Criminalistics Lab., Criminal Court Costs/Feest	32,859	29,223
Indigent Defender Office, Criminal Court Costs/Fees	30,828	27,698
Indigent Defender Office, Bond Fees	25,315	14,924
Vermilion Consolidated Government, Juror Service/Collections Fees	9,713	8,821
Vermilion Consolidated Government, Other	10,184	9,389
Vermilion Consolidated Government, Criminal Fines - Other	76,116	63,023
15Th Judicial Judges' Fund, Criminal Court Costs/Fees	3,604	3,271
15Th Judicial Judges' Fund, Bond Fees	25,316	14,923
Vermilion Crime Stoppers, Inc., Criminal Court Costs/Fees	1,307	1,181
Louisiana State Police, Criminal Court Costs/Fees	1,266	1,380
Kaplan Police, Criminal Court Costs/Fees	-	15
Maurice Police, Criminal Court Costs/Fees	18	50
Kaplan City Court, Criminal Court Costs/Fees	148	42
Kaplan City Pro., Criminal Court Costs/Fees	518	147
Abbeville City Court, Criminal Court Costs/Fees	148	102
Abbeville City Pro., Criminal Court Costs/Fees	518	357
LA Supreme Court, Criminal Court Costs/Fees	323	293
Vaso Task Force, Criminal Court Costs/Fees	91	-
Subtotal Disbursements	330,071	262,747

(continued)

VERMILION PARISH SHERIFF
Abbeville, Louisiana

Justice System Funding Schedule - Collecting/Disbursing Entity
As Required by Act 87 of the 2020 Regular Legislative Session (continued)
For the Year Ended June 30, 2024

	Six Month Period Ended <u>12/31/2023</u>	Six Month Period Ended <u>6/30/2024</u>
Less: Amounts Retained by Collecting Agency		
Collection Fee for Collecting/Disbursing to Others Based on Percentage of Collection:		
Civil fees <i>(including refundable amounts such as garnishments or advance deposits)</i>	82,002	101,792
Bond Fees	25,315	14,923
Criminal Court Costs/Fees	30,231	26,145
Less: Disbursements to Individuals or Third Party Agencies		
Civil Fee Refunds	10,935	-
Other Disbursements to Individuals	<u>516,251</u>	<u>332,769</u>
Subtotal Disbursements/Retainage	<u>664,734</u>	<u>475,629</u>
Total: Ending Balance of Amounts Collected but not Disbursed/Retained	<u>221,788</u>	<u>221,788</u>
Ending Balance of "Partial Payments" Collected but not Disbursed	<u>-</u>	<u>-</u>
Other Information:		
Ending Balance of Total Amounts Assessed but not yet Collected	<u>-</u>	<u>-</u>
Total Waivers During the Fiscal Period	<u>-</u>	<u>-</u>

VERMILION PARISH SHERIFF
Abbeville, Louisiana

Schedule of Compensation, Benefits and Other
Payments to Agency Head
For the Year Ended June 30, 2024

A detail of compensation, benefits, and other amounts paid to the Sheriff, Mike Couvillon, is as follows:

<u>Purpose</u>	<u>Amount</u>
Salary	\$ 196,454
Benefits- Insurance	7,290
Benefits- Retirement	24,087
Benefits- Dental	422
Benefits- Life Insurance	1,254
Benefits - deferred comp match	13,000
Cell phone	1,304
Registration fees	395
Conference travel	<u>2,675</u>
Total	<u>\$ 246,881</u>

OTHER INFORMATION

STATE OF LOUISIANA, PARISH OF VERMILION

AFFIDAVIT

The Honorable Michael Couvillon, Sheriff of Vermilion Parish

BEFORE ME, the undersigned authority, personally came and appeared, Michael Couvillon, the Sheriff of Vermilion Parish, State of Louisiana, who after being duly sworn, deposed and said:

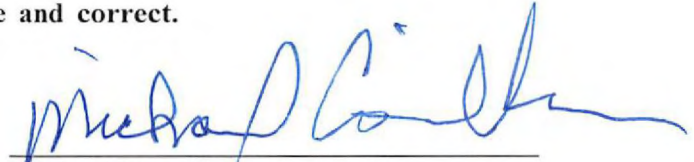
The following information is true and correct:

\$205,192 is the amount of cash on hand in the tax collector account on June 30, 2024;

He further deposed and said:


All itemized statements of the amount of taxes collected for tax year 2023, by taxing authority, are true and correct.

All itemized statements of all taxes assessed and uncollected, which indicate the reasons for the failure to collect, by taxing authority, are true and correct.



Michael Couvillon,
Sheriff of Vermilion Parish

SWORN to and subscribed before me, Notary, this 21st day of August 2024, in my office in Abbeville, Louisiana.

 (Signature)
Brooke Stelly (Print), # 136964
Notary Public
for life (Commission)

**INTERNAL CONTROL,
COMPLIANCE
AND
OTHER MATTERS**

KOLDER, SLAVEN & COMPANY, LLC

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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*

The Honorable Eddie Langlinais
Vermilion Parish Sheriff
Vermilion, 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 Vermilion Parish Sheriff (the Sheriff), as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise the Sheriff's basic financial statements and have issued our report thereon dated November 15, 2024.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Sheriff'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 opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Sheriff's internal control. Accordingly, we do not express an opinion on the effectiveness of the Sheriff's internal control.

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. We consider the deficiency described in the accompanying schedule of current and prior year audit findings and management's corrective action plan as item 2024-003 to be a material weakness.

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. We consider the deficiencies described in the accompanying schedule of current and prior year audit findings and management's corrective action plan as items 2024-001 and 2024-002 to be significant deficiencies.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Sheriff's financial statements are free from 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*.

Sheriff's Response to Findings

Government Auditing Standards requires the auditor to perform limited procedures on the Sheriff's response to the findings identified in our audit and described in the accompanying schedule of current and prior year audit findings and management's corrective action plan. The Sheriff's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on the response.

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. Although the intended use of this report may be limited, under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.

Kolder, Slaven & Company, LLC
Certified Public Accountants

Abbeville, Louisiana
November 15, 2024

VERMILION PARISH SHERIFF
Abbeville, Louisiana

Schedule of Current and Prior Year Audit Findings
and Management's Corrective Action Plan
Year Ended June 30, 2024

Part I: Current Year Findings and Management's Corrective Action Plan

A. Internal Control Over Financial Reporting

2024-001 Inadequate Segregation of Accounting Functions

Fiscal year finding initially occurred: Unknown

CONDITION: The Sheriff did not have adequate segregation of functions within the accounting system.

CRITERIA: Committee of Sponsoring Organizations (COSO) Internal Control – Integrated Framework and the Louisiana Legislative Auditor's Governmental Audit Guide.

CAUSE: The cause of the condition is the fact that the Sheriff does not have a sufficient number of staff performing administrative and financial duties so as to provide adequate segregation of accounting and financial duties.

EFFECT: Failure to adequately segregate accounting and financial functions increases the risk that errors and/or irregularities including fraud and/or defalcations may occur and not be prevented and/or detected.

RECOMMENDATION: Management should reassign incompatible duties among different employees to ensure that a single employee does not have control of more than one of the following responsibilities: (1) authorization; (2) custody; (3) recordkeeping; and (4) reconciliation.

CORRECTIVE ACTION PLAN: We evaluated the cost vs. benefit of fully segregating accounting functions and determined that it would not be cost effective to fully segregate these functions. We evaluated our processes, and to the extent practicable with our current staffing level, have reassigned duties and functions and have created compensating controls. While this may not be sufficient to eliminate this finding, we feel that we have taken appropriate steps to reduce the financial statement risk caused by inadequate segregation of accounting functions.

VERMILION PARISH SHERIFF
Abbeville, Louisiana

Schedule of Current and Prior Year Audit Findings
and Management's Corrective Action Plan (continued)
Year Ended June 30, 2024

2024-002 Application of Generally Accepted Accounting Principles (GAAP)

Fiscal year finding initially occurred: Unknown

CONDITION: Management and staff lack the expertise and/or experience in the selection and application of generally accepted accounting principles, as applicable to governmental entities in the financial statement preparation process.

CRITERIA: The Sheriff's internal control over financial reporting includes those policies and procedures that pertain to its ability to record, process, summarize, and report financial data consistent with the assertions embodied in the financial statement, including the ability of its management and staff to detect potential misstatements that may exist in the financial statements and related disclosures.

CAUSE: The cause of the condition is the result of a failure to design or implement policies and procedures necessary to achieve adequate internal control.

EFFECT: Financial statements and related supporting transactions may reflect a material departure from generally accepted accounting principles.

RECOMMENDATION: Management should evaluate the additional costs required to achieve the desired benefit and determine if it is economically feasible in relation to the benefit received.

CORRECTIVE ACTION PLAN: We evaluated the cost vs. benefit of establishing controls over financial reporting and determined that it would not be cost effective to enhance these controls. Currently, our financial staff receive training related to their job duties. Additionally, we carefully review the financial statements, related notes and all proposed journal entries. All questions are adequately answered by our Auditors to allow us to appropriately supervise these functions. We feel that we have taken appropriate steps to reduce the financial statement risk caused by this finding.

VERMILION PARISH SHERIFF
Abbeville, Louisiana

Schedule of Current and Prior Year Audit Findings
and Management's Corrective Action Plan (continued)
Year Ended June 30, 2024

2024-003 Financial Records and Reconciliations

Fiscal year finding initially occurred: 6/30/2024

CONDITION: The Sheriff Department failed to adequately reconcile bank accounts and various subsidiary ledgers on a monthly basis.

CRITERIA: Internal control is a process - effected by those charged with governance, management, and other personnel - designed to provide reasonable assurance about the achievement of objectives with regard to reliability of financial reporting, effectiveness and efficiency of operations, and compliance with applicable laws and regulations. The Sheriff's internal controls over financial reporting include those policies and procedures that pertain to the Sheriff's ability to record, process, summarize, and report financial data consistent with the assertions embodied in the financial statements.

CAUSE: The cause of the condition was due to failure to have proper procedures in place to reconcile accounts and to close the books each month.

EFFECT: Failure to accurately reconcile accounts increases the risk that unrecorded and uncorrected items may go undetected and the Sheriff may not be able to determine actual cash balances, or if proper funding is available to pay vendors and/or monthly bills.

RECOMMENDATION: It is recommended that the Sheriff implement internal controls to ensure that bank accounts and subsidiary ledgers are reconciled accurately and timely. Additionally, we recommend that the Sheriff properly train employees assigned to perform bank reconciliations, subsidiary reconciliations and review work performed on a monthly basis to determine that reconciliations are being performed correctly and in a timely manner.

CORRECTIVE ACTION PLAN: We have evaluated our internal controls, and to the extent practicable with our current staffing level, have reassigned certain duties and functions and have created compensating controls. Reconciliations will be performed and approved on a monthly basis to maintain financial accuracy and to detect discrepancies.

B. Compliance

None reported.

VERMILION PARISH SHERIFF
Abbeville, Louisiana

Schedule of Current and Prior Year Audit Findings
and Management's Corrective Action Plan (continued)
Year Ended June 30, 2024

Part II: Prior Year Findings:

A. Internal Control Over Financial Reporting

2023-001 Inadequate Segregation of duties

CONDITION: The Sheriff did not have adequate segregation of functions within the accounting system.

RECOMMENDATION: Management should reassign incompatible duties among different employees to ensure that a single employee does not have control of more than one of the following responsibilities: (1) authorization; (2) custody; (3) recordkeeping; and (4) reconciliation.

CURRENT STATUS: Unresolved. See item 2024-001.

2023-002 Application of Generally Accepted Accounting Principles (GAAP)

CONDITION: Management and staff lack the expertise and/or experience in the selection and application of generally accepted accounting principles, as applicable to governmental entities in the financial statement preparation process.

RECOMMENDATION: Management should evaluate the additional costs required to achieve the desired benefit and determine if it is economically feasible in relation to the benefit received.

CURRENT STATUS: Unresolved. See item 2024-002.

B. Compliance

None reported.

Vermilion Parish Sheriff

Abbeville, Louisiana

Statewide Agreed-Upon Procedures

Fiscal period July 1, 2023 through June 30, 2024

KOLDER, SLAVEN & COMPANY, LLC

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INDEPENDENT ACCOUNTANT'S REPORT ON APPLYING AGREED-UPON PROCEDURES

The Honorable Eddie Langlinais,
Vermilion Parish Sheriff
and the 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 July 1, 2023 through June 30, 2024. Vermilion Parish Sheriff's (the Sheriff) management is responsible for those C/C areas identified in the SAUPs.

The Sheriff 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 LLA's SAUPs for the fiscal period July 1, 2023 through June 30, 2024. Additionally, 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:

Written Policies and Procedures

1. Obtain and inspect the entity's written policies and procedures and observe whether they address each of the following categories and subcategories:
 - a) **Budgeting**, including preparing, adopting, monitoring, and amending the budget.
 - b) **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.
 - c) **Disbursements**, including processing, reviewing, and approving.
 - d) **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).

- e) **Payroll/Personnel**, including (1) payroll processing, and (2) reviewing and approving time and attendance records, including leave and overtime worked, and (3) approval process for employees(s) rate of pay or approval and maintenance of pay rate schedules.
- f) **Contracting**, including (1) types of services requiring written contracts, (2) standard terms and conditions, (3) legal review, (4) approval process, and (5) monitoring process.
- g) **Travel and Expense Reimbursement**, including (1) allowable expenses, (2) dollar thresholds by category of expense, (3) documentation requirements, and (4) required approvers.
- h) **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).
- i) **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.
- j) **Debt Service**, including (1) debt issuance approval, (2) continuing disclosure/EMMA reporting requirements, (3) debt reserve requirements, and (4) debt service requirements.
- k) **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.
- l) **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.

Board or Finance Committee

- 2. 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:
 - a) 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.
 - b) For those entities reporting on the governmental accounting model, observe that the minutes referenced or included monthly budget-to-actual comparisons on the general fund, quarterly budget-to-actual, at a minimum, on proprietary funds, and semi-annual budget-to-actual, at a minimum on all special revenue funds. *Alternatively, for those entities reporting on the non-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.*
 - c) 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.
 - d) 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.

Bank Reconciliations

- 3. 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:

- a) Bank reconciliations include evidence that they were prepared within 2 months of the related statement closing date (e.g., initialed and dated, electronically logged);
- b) Bank reconciliations include evidence that a member of management/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, electronically logged); and
- c) Management has documentation reflecting that it has researched reconciling items that have been outstanding for more than 12 months from the statement closing date, if applicable.

Collections (excluding EFTs)

4. 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).
5. 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 (i.e. 5 collection locations for 5 deposit sites), obtain and inspect written policies and procedures relating to employee job duties (if no written policies and procedures, 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:
 - a) Employees that are responsible for cash collections do not share cash drawers/registers.
 - b) Each employee responsible for collecting cash is not responsible for preparing/making bank deposits, unless another employee/official is responsible for reconciling collection documentation (e.g. pre-numbered receipts) to the deposit.
 - c) Each employee responsible for collecting cash is not 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.
 - d) The employee(s) responsible for reconciling cash collections to the general ledger and/or subsidiary ledgers, by revenue source and/or agency fund additions, are not responsible for collecting cash, unless another employee/official verifies the reconciliation.
6. 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 enforced during the fiscal period.
7. Randomly select two deposit dates for each of the 5 bank accounts selected for procedure #3 under "Bank Reconciliations" above (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). *Alternately, 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:
 - a) Observe that receipts are sequentially pre-numbered.
 - b) Trace sequentially pre-numbered receipts, system reports, and other related collection documentation to the deposit slip.
 - c) Trace the deposit slip total to the actual deposit per the bank statement.
 - d) 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).

- e) Trace the actual deposit per the bank statement to the general ledger.

Non-Payroll Disbursements (excluding card purchases/payments, travel reimbursements, and petty cash purchases)

- 8. 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).
 - 9. For each location selected under #8 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, inquire of employees about their job duties), and observe that job duties are properly segregated such that:
 - a) At least two employees are involved in initiating a purchase request, approving a purchase, and placing an order/making the purchase.
 - b) At least two employees are involved in processing and approving payments to vendors.
 - c) 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.
 - d) 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.
 - e) 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.
- [Note: Exceptions to controls that constrain the legal authority of certain public officials (e.g., mayor of a Lawrason Act municipality); should not be reported.]
- 10. For each location selected under #8 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:
 - a) 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
 - b) Observe that the disbursement documentation included evidence (e.g., initial/date, electronic logging) of segregation of duties tested under #9, as applicable.
 - 11. Using the entity's main operating account and the month selected in Bank Reconciliations procedure #3, 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.

Credit Cards/Debit Cards/Fuel Cards/Purchase Cards

- 12. 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.

13. 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:
 - a) Observe that 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) was reviewed and approved, in writing (or electronically approved), by someone other than the authorized card holder. [Note: requiring such approval may constrain the legal authority of certain public officials (e.g., mayor of a Lawrason Act municipality); these instances should not be reported]
 - b) Observe that finance charges and late fees were not assessed on the selected statements.
14. Using the monthly statements or combined statements selected under #13 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 (i.e. each card should have 10 transactions subject to testing). 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 note whether management had a compensating control to address missing receipts, such as a "missing receipt statement" that is subject to increased scrutiny.

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

15. 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, 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:
 - a) 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).
 - b) If reimbursed using actual costs, observe that the reimbursement is supported by an original itemized receipt that identifies precisely what was purchased.
 - c) 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 policy (procedure #1h).
 - d) Observe that each reimbursement was reviewed and approved, in writing, by someone other than the person receiving reimbursement.

Contracts

16. 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. *Alternately, 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:
 - a) Observe that the contract was bid in accordance with the Louisiana Public Bid Law (e.g., solicited quotes or bids, advertised), if required by law.
 - b) Observe that the contract was approved by the governing body/board, if required by policy or law (e.g. Lawrason Act, Home Rule Charter).
 - c) 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 was approval documented).

- d) 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.

Payroll and Personnel

- 17. 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.
- 18. Randomly select one pay period during the fiscal period. For the 5 employees or officials selected under #17 above, obtain attendance records and leave documentation for the pay period, and:
 - a) Observe that all selected employees or officials documented their daily attendance and leave (e.g., vacation, sick, compensatory). (Note: Generally, officials are not eligible to earn leave and do not document their attendance and leave. However, if the official is earning leave according to policy and/or contract, the official should document his/her daily attendance and leave.)
 - b) Observe that supervisors approved the attendance and leave of the selected employees/officials.
 - c) Observe that any leave accrued or taken during the pay period is reflected in the entity's cumulative leave records.
 - d) Observe that the rate paid to the employees or officials agree to the authorized salary/pay rate found within the personnel file.
- 19. 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, obtain related documentation of the hours and pay rates used in management's termination payment calculations and the entity policy on termination payments. Agree the hours to the employee or officials' cumulate leave records, agree the pay rates to the employee or officials' authorized pay rates in the employee or officials' personnel files, and agree the termination payment to entity policy.
- 20. 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.

Ethics

- 21. Using the 5 randomly selected employees/officials from procedure #17 under "Payroll and Personnel" above, obtain ethics documentation from management, and:
 - a) 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.
 - b) Observe that the entity maintains documentation which demonstrates each employee and official were notified of any changes to the entity's ethics policy during the fiscal period, as applicable.
- 22. Inquire and/or observe whether the agency has appointed an ethics designee as required by R.S. 42:1170.

Debt Service

- 23. 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 bond/note issued.

24. 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).

Fraud Notice

25. 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.
26. 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.

Information Technology Disaster Recovery/Business Continuity

27. Perform the following procedures, verbally discuss the results with management, and report “We performed the procedure and discussed the results with management.”
- a) 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.
 - b) 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.
 - c) 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.
28. 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 #19. Observe evidence that the selected terminated employees have been removed or disabled from the network.
29. Using the 5 randomly selected employees/officials from Payroll and Personnel procedure #17, 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.

Prevention of Sexual Harassment

30. Using the 5 randomly selected employees/officials from procedure #17 under ‘Payroll and Personnel’ above, 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.

31. 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).
32. 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 it includes the applicable requirements of R.S. 42:344:
 - a) Number and percentage of public servants in the agency who have completed the training requirements;
 - b) Number of sexual harassment complaints received by the agency;
 - c) Number of complaints which resulted in a finding that sexual harassment occurred;
 - d) Number of complaints in which the finding of sexual harassment resulted in discipline or corrective action; and
 - e) Amount of time it took to resolve each complaint.

Findings:

No exceptions were found as a result of procedures list above with the exception of:

Policies and Procedures:

Written policies and procedures do not address annual sexual harassment reporting.

Bank Reconciliations:

Four of the five bank reconciliations had written evidence of review but were not dated; unable to determine if reviewed within one month of preparation.

One bank reconciliation had no written evidence of review.

Four of the five bank reconciliations did not have documentation that management had researched reconciling items that had been outstanding for more than 12 months..

Collections (excluding electronic funds transfers):

Six of the ten deposits did not have collection date documented; therefore, we were not able to observe that the deposit was made within one business day of receipt..

Two of the ten deposits tested were not made within one business day of collection.

At one of the deposit sites, the person preparing deposits also posted collections to the general ledger and reconciled the bank account.

Credit Cards:

Two of the credit card statements were not approved by someone other than the authorized card holder.

Information Technology Disaster Recovery/Business Continuity:

We performed the procedures and discussed the results with management.

Prevention of Sexual Harassment:

The Sheriff did not prepare a sexual harassment report on or before February 1, 2024.

Management's Response:

Management of the Sheriff concurs with the exceptions and is working to address the deficiencies identified.

We were engaged by the Sheriff 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 Sheriff 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 result 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 LLA as a public document.

Kolder, Slaven & Company, LLC
Certified Public Accountants

Abbeville, Louisiana
November 15, 2024