

Concordia Council on Aging, Inc.

**Annual Financial Report
For the Year Ended June 30, 2025**



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December 26, 2025

INDEPENDENT AUDITORS' REPORT

To the Concordia Council on Aging
Ferriday, Louisiana

REPORT ON THE AUDIT OF THE FINANCIAL STATEMENTS

Disclaimer of Opinions

We were engaged to audit the accompanying financial statements of the Concordia Council on Aging, Inc., as of and for the year ended June 30, 2025, and the related notes to the financial statements, which collectively comprise the Council on Aging's basic financial statements as listed in the table of contents.

We do not express an opinion on the accompanying financial statements of the governmental activities, activities, and each major fund of the Concordia Council on Aging. Because of the significance of the matter described in the Basis for Disclaimer of Opinion section of our report, we have not been able to obtain sufficient appropriate audit evidence to provide a basis for an audit opinion on the financial statements.

Basis for Disclaimer of Opinions

Appropriate documentation was not available to sufficiently document numerous transactions. Due to the absence of necessary information, it was impossible to perform essential procedures necessary to complete an audit. Due to limitations imposed by the absence of the information described above, we were not able to perform sufficient procedures to form an opinion on the financial statements of the governmental activities, and each major fund.

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 Concordia Council on Aging'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 responsibility is to conduct an audit of the Concordia Council on Aging's financial statements in accordance with generally accepted auditing standards and to issue an auditor's report. However, because of the matter described in the Basis for Disclaimer of Opinion section of our report, we were not able to obtain sufficient appropriate audit evidence to provide a basis for an audit opinion on the financial statements of the governmental activities, and each major fund.

We are required to be independent of the Concordia Council on Aging and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit.



Rozier, McKay & Willis
Certified Public Accountants
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Alexandria, Louisiana 71303
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INDEPENDENT AUDITORS' REPORT

December 26, 2025

Required Supplementary Information

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

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise Concordia Council on Aging's basic financial statements. The Schedule of Compensation, Benefits and Other Payments to Agency Head of Chief Executive Officer 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 additional 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. Because of the significance of the matters documented in the Basis for Disclaimer of Opinion section of this report, we do not express an opinion on the additional information in relation to the basic financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated December 26, 2025, on our consideration of the Concordia Council on Aging'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 Concordia Council on Aging'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 Concordia Council on Aging's internal control over financial reporting and compliance.



Rozier, McKay & Willis
Certified Public Accountants
Alexandria, Louisiana

Concordia Council on Aging

Management's Discussion and Analysis

For the Year Ended June 30, 2025

This section of the Concordia Council on Aging's annual financial report presents our discussion and analysis of the Concordia Council on Aging's financial performance during the year ended June 30, 2025.

OVERVIEW OF FINANCIAL STATEMENTS

The basic financial statements include government-wide financial statements and fund financial statements. These two types of financial statements present the Concordia Council on Aging's financial position and results of operations from differing perspectives, which are described as follows:

Government –Wide Financial Statements

The government-wide financial statements report information about the Concordia Council on Aging as a whole using accounting methods similar to those used by private-sector companies. These report all revenues and expenses regardless of when cash is received or paid. Furthermore, the government-wide statements include all of the Concordia Council on Aging's assets and all of its liabilities (including long-term debt). Expenses incurred in connection with the operation of the Concordia Council on Aging's programs are reported as governmental activities. The governmental activities are financed by grants, fees and membership dues.

Fund Financial Statements

Fund financial statements provide detailed information regarding the Concordia Council on Aging's most significant activities and are not intended to provide information for the Concordia Council on Aging as a whole. Funds are accounting devices that are used to account for specific sources of funds. The Concordia Council on Aging's funds are all classified as governmental funds. These funds are used to account for essentially the same functions that are reported as governmental activities in the government-wide financial statements. However, unlike government-wide financial statements, the governmental funds use a modified accrual basis of accounting that provides a short-term view of the Concordia Council on Aging's finances. Assets reported by governmental funds are limited to amounts that are available for current needs. In addition, liabilities are limited to amounts that are expected to be paid from currently available assets.

FINANCIAL ANALYSIS OF THE CONCORDIA COUNCIL ON AGING AS A WHOLE

Government-wide financial data for the Concordia Council on Aging are presented as follows:

Net Position

A condensed version of the government-wide Statement of Net Position is presented as follows:

	<u>June 30,</u>	
	<u>2025</u>	<u>2024</u>
<u>Assets:</u>		
Current and Other Assets	\$ 1,258,509	\$ 1,103,883
Capital Assets	54,870	52,056
Total Assets	1,313,379	1,155,939
<u>Liabilities:</u>		
Current and Other Liabilities	40,795	33,781
Long-term Liabilities	41,268	41,268
Total Liabilities	82,063	75,049
<u>Net Position:</u>		
Invested in Capital Assets	54,870	52,056
Restricted	----	----
Unrestricted	1,176,446	1,028,834
Total Net Position	\$ 1,231,316	\$ 1,080,890

Concordia Council on Aging

Management's Discussion and Analysis For the Year Ended June 30, 2025

As the presentation appearing above demonstrates, a portion of the net position is invested in capital assets. The remaining net position is available to be used at the Council's discretion. The increase in the Council's net position is attributable to supplemental resources available to support activities.

Changes in Net Position

A condensed version of the government-wide Statement of Changes in Net Position is presented as follows:

	<u>June 30,</u>	
	<u>2025</u>	<u>2024</u>
Revenues:		
Program Revenue:		
Operating Grants and Contributions	\$ 549,766	\$ 356,589
General Revenue:		
Unrestricted Grants and Contributions	----	----
Ad Valorem Taxes	640,342	688,017
Miscellaneous	11,842	51,679
<u>Total Revenue</u>	<u>1,201,950</u>	<u>1,096,285</u>
Program Expenses:		
Support Services	189,044	170,451
Nutrition Services	505,739	464,190
Caregiver Support	34,563	46,506
General Senior Activities and Administration	335,212	346,046
<u>Total Expenses</u>	<u>1,064,558</u>	<u>1,027,193</u>
Change in Net Position	137,392	69,092
<u>Net Position Beginning</u>		
As Originally Reported	1,080,890	1,041,821
Prior Period Adjustment	13,034	(30,023)
<u>As Restated</u>	<u>1,093,924</u>	<u>1,011,798</u>
<u>Net Position Ending</u>	<u>\$ 1,231,316</u>	<u>\$ 1,080,890</u>

As presented above, the Concordia Council on Aging's net position changed due to the availability of additional resources.

FINANCIAL ANALYSIS OF THE CONCORDIA COUNCIL ON AGING'S FUNDS

Financial performance of the various funds was consistent with the government-wide performance described above. The only difference was the effect of timing differences related to reporting capital assets.

GENERAL FUND BUDGET HIGHLIGHTS

Budgets were adopted in the manner prescribed by State Law. Some amendments were necessary to address matters that were not anticipated when the budgets were initially prepared.

CAPITAL ASSET ADMINISTRATION

Aside from depreciating existing equipment and facilities, capital asset activity was limited to minor acquisitions.

Concordia Council on Aging

Management's Discussion and Analysis For the Year Ended June 30, 2025

DEBT ADMINISTRATION

For the year ended June 30, 2025, debt was limited to short-term obligations.

FACTORS EXPECTED TO AFFECT FUTURE OPERATIONS

At the present time, no significant factors are expected to affect further operations.

Concordia Council on Aging, Inc.

Statement of Net Position

June 30, 2025

	<u>Governmental Activities</u>
<u>ASSETS</u>	
Cash and Cash Equivalents	\$ 1,235,949
Receivables (net)	22,561
Capital Assets, Net of Accumulated Depreciation	
Non Depreciable Capital Assets	5,000
Depreciable Capital Assets	<u>49,870</u>
Total Assets	<u>1,313,380</u>
 <u>LIABILITIES</u>	
Accounts Payable	40,796
Compensated Absences Payable	<u>41,268</u>
Total Liabilities	<u>82,064</u>
 <u>NET POSITION</u>	
Invested in Capital Assets	54,870
Unrestricted	<u>1,176,446</u>
Total Net Position (deficit)	<u><u>\$ 1,231,316</u></u>

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

Concordia Council on Aging, Inc.

Statement of Activities

For the Year Ended June 30, 2025

	<u>Expenses</u>	<u>Indirect Expense Allocation</u>	<u>Program Revenue</u>		<u>Net (Expenses) Revenue and Changes in Net Position</u>	
			<u>Charges For Services</u>	<u>Operating Grants and Contributions</u>		<u>Capital Grants and Contributions</u>
<u>Governmental Activities</u>						
Health and Welfare						
Support Services	\$ 153,164	\$ 35,880	\$ -	\$ 67,002	\$ -	\$ (122,042)
Nutrition Services						
Congregate Meals	115,559	27,036	-	87,529	-	(55,066)
Home Delivered Meals	294,292	68,852	-	99,224	-	(263,920)
National Family Caregiver Support	28,009	6,554	-	23,102	-	(11,461)
General Senior Activities and Administration	<u>473,534</u>	<u>(138,322)</u>	<u>-</u>	<u>272,909</u>	<u>-</u>	<u>(62,303)</u>
Total Governmental Activities	<u>1,064,558</u>	<u>-</u>	<u>-</u>	<u>549,766</u>	<u>-</u>	<u>(514,792)</u>
General Revenues						
Ad Valorem Taxes						640,342
Miscellaneous						<u>11,842</u>
Total General Revenues						<u>652,184</u>
Change in Net Position						<u>137,392</u>
<u>Beginning Net Position</u>						
As Originally Reported						1,080,890
Prior Period Adjustment						<u>13,034</u>
Beginning, As Restated						<u>1,093,924</u>
Net Position - Ending						<u>\$ 1,231,316</u>

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

Concordia Council on Aging, Inc.

Balance Sheet - Governmental Funds

June 30, 2025

	<u>General</u>	<u>Title III-B</u>	<u>Title III C-1</u>	<u>Title III C-2</u>	<u>Title III-E</u>	<u>Total Governmental Funds</u>
Assets						
Cash and Cash Equivalents	\$ 1,235,949	\$ -	\$ -	\$ -	\$ -	\$ 1,235,949
Receivables	-	5,867	7,594	9,099	-	22,560
Due From Other Funds	-	-	494	13,159	3,881	17,534
Total assets	<u>\$ 1,235,949</u>	<u>\$ 5,867</u>	<u>\$ 8,088</u>	<u>\$ 22,258</u>	<u>\$ 3,881</u>	<u>\$ 1,276,043</u>
Liabilities and Fund Balance						
<u>Liabilities</u>						
Accounts Payable	\$ 6,568	\$ -	\$ 8,088	\$ 22,258	\$ 3,881	\$ 40,795
Due to Other Funds	11,667	5,867	-	-	-	17,534
Total liabilities	<u>18,235</u>	<u>5,867</u>	<u>8,088</u>	<u>22,258</u>	<u>3,881</u>	<u>58,329</u>
<u>Fund Balance (Deficit)</u>						
Unassigned	1,217,714	-	-	-	-	1,217,714
Total Fund Balances	<u>1,217,714</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,217,714</u>
Total Liabilities and Fund Balance	<u>\$ 1,235,949</u>	<u>\$ 5,867</u>	<u>\$ 8,088</u>	<u>\$ 22,258</u>	<u>\$ 3,881</u>	<u>\$ 1,276,043</u>

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

Concordia Council on Aging, Inc.

Reconciliation of Governmental Fund Balance to Net Position June 30, 2025

Total Fund Balances - Governmental Funds	\$	1,217,714
Amounts reported for governmental activities in the statement of net position are different because:		
Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds.		54,870
Compensated absences are not due and payable in the current period and therefore they are not reported in the Governmental Fund Balance Sheet		<u>(41,268)</u>
Net Position of Governmental Activities		<u>1,231,316</u>

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

Concordia Council on Aging, Inc.

Statement of Revenue, Expenditures and Changes in Fund Balance - Governmental Funds
For the Year Ended June 30, 2025

	General	Title III-B	Title III C-1	Title III C-2	Title III-E	Total Governmental Funds
<u>Revenues:</u>						
Intergovernmental						
Governor's Office of Elderly Affairs						
Parish Council on Aging Funds	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
Senior Center	59,288	-	-	-	-	59,288
Supplemental Senior Center	10,913	-	-	-	-	10,913
Cenla Area Agency on Aging	-	67,002	87,529	99,224	23,102	276,857
Ad Valorem Taxes	640,342	-	-	-	-	640,342
In-Kind Support	32,544	-	-	16,200	-	48,744
Public Support	53,964	-	-	-	-	53,964
Other	10,910	-	895	37	-	11,842
Total revenues	<u>907,961</u>	<u>67,002</u>	<u>88,424</u>	<u>115,461</u>	<u>23,102</u>	<u>1,201,950</u>
<u>Expenditures:</u>						
Current						
Salaries	219,011	123,309	48,035	55,217	8,965	454,537
Fringe	15,392	8,520	3,264	4,193	685	32,054
Travel	1,540	21,588	381	56,699	19,375	99,583
Operating Services	31,929	30,137	1,167	4,130	685	68,048
Operating Supplies	20,734	1,684	508	1,770	298	24,994
In-Kind	32,544	-	-	16,200	-	48,744
Other	11,145	3,806	89,240	224,935	4,555	333,681
Capital Expenditures	<u>5,731</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>5,731</u>
Total expenditures	<u>338,026</u>	<u>189,044</u>	<u>142,595</u>	<u>363,144</u>	<u>34,563</u>	<u>1,067,372</u>
<u>Other Financing Sources (Uses)</u>						
Operating Transfers In	82,589	122,042	54,171	247,683	11,461	517,946
Operating Transfers Out	<u>(517,946)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(517,946)</u>
Total Other Financing Sources (Uses)	<u>(435,357)</u>	<u>122,042</u>	<u>54,171</u>	<u>247,683</u>	<u>11,461</u>	<u>-</u>
Net Change in Fund Balances	<u>134,578</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>134,578</u>
<u>Fund balance - Beginning of Year</u>						
As Originally Reported	1,070,102	-	-	-	-	1,070,102
Prior Period Adjustment	<u>13,034</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>13,034</u>
Beginning, As Restated	<u>1,083,136</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,083,136</u>
Fund balance - End of Year	<u>\$ 1,217,714</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,217,714</u>

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

Concordia Council on Aging, Inc.

***Reconciliation of the Statement of Revenues, Expenditures, and Changes in
Fund Balances to the Statement of Activities
For the Year Ended June 30, 2025***

Change in Fund Balances - Governmental Funds	\$	134,578
Capital outlays are reported in Governmental Funds as expenditures; however, in the Government-Wide Statement of Activities, the cost is reported as an asset and allocated over estimated useful lives as depreciation expense.		2,814
Activity related to accumulated compensated absences reported in the statement of activities that does not require current resources and therefore is not reported by governmental funds.		<u>-</u>
Change in Net Position - Government-Wide Statement of Activities	\$	<u>137,392</u>

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

Concordia Council on Aging

Notes to Financial Statements

June 30, 2025

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Concordia Council on Aging, Inc. is a non-profit organization organized under the Laws of the State of Louisiana. The primary function of the Council on Aging is to improve the quality of life for the elderly and to provide services to the elderly as well as coordinate and monitor the services of other local agencies serving aging people.

The following is a summary of certain significant accounting policies and practices:

Financial Reporting Entity

The Concordia Council on Aging is considered a legally separate stand-alone government as defined by Generally Accepted Accounting Standards. The reporting entity is composed of the activities that are under the direct control of the Board of Directors. The Concordia Council on Aging is not financially accountable for any organizations that maintain separate legal standing; therefore, it has no component units.

Basic Financial Statements

All of the Concordia Council on Aging's operations are classified as governmental activities. Governmental activities involve government services that are normally supported by intergovernmental revenues and certain fees. The basic financial statements include both government-wide and fund financial statements. The government-wide and fund financial statements present the Concordia Council on Aging's financial position and results of operations from differing perspectives which are described as follows:

Government-Wide Financial Statements

The Statement of Net Position and the Statement of Activities display information about the Concordia Council on Aging as a whole. The effect of interfund activity is eliminated from these financial statements. Furthermore, government-wide financial statements exclude any fiduciary activities which are reported in the fund financial statements.

Program revenues reported in the Statement of Activities consist of amounts that are directly associated with a governmental service. Program revenues include charges for services, fees, contributions associated with a particular function and most grants.

Fund Financial Statements

Funds are separate accounting entities that are designed to assist with demonstrating legal compliance and segregating transactions by activity. Major individual funds are reported as separate columns in the fund financial statements. The Concordia Council on Aging's major funds are described as follows:

- General Fund – The general fund is the primary operating fund and is used to account for all governmental activities that are not required to be presented elsewhere.
- Title III B – Accounts for funds dedicated to providing supportive services for seniors.
- Title C-1 – Reports activity associated with providing nutrition services at congregate meal sites.
- Title C-2 – Reports activity associated with providing nutrition services consisting of home delivered meals.
- Title III E – Accounts for funds dedicated to providing support services for caregivers.

Basis of Accounting and Measurement Focus

Basis of accounting refers to when revenues and expenditures or expenses are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made,

Concordia Council on Aging

Notes to Financial Statements

June 30, 2025

regardless of the measurement focus applied. The basis of accounting and measurement focus used for various financial statement presentations are described as follows:

<u>Financial Statement Presentation</u>	<u>Basis of Accounting</u>	<u>Measurement Focus</u>
Government-Wide Financial Statements	Accrual Basis	Economic Resources
Fund Financial Statements	Modified Accrual Basis	Current Financial Resources

Under the accrual basis of accounting and the economic resources measurement focus, revenues are recorded when earned and expenses are recorded when a liability is incurred.

Under the modified accrual basis of accounting and the current financial resources measurement focus revenue is recognized when it is considered measurable and available. Revenue is considered available if it is collected within 90 days of year end. In addition, expenses are generally recorded when a liability has been incurred. Furthermore, when the current financial resources measurement focus is used, amounts recorded as assets exclude capital assets and the acquisition of capital assets is treated as an expenditure of funds. In addition, long-term debts are excluded from amounts reported as liabilities. Proceeds from issuing long-term debt are reported as other financing sources and repayment of long-term debt is reported as an expenditure of funds.

Accumulated Unpaid Vacation

The Council's permanent hourly employees earn from 1.0 to 1.5 hours of vacation pay for every twenty hours worked depending upon the number of years worked. Unused vacation time that an hourly employee may carry forward to the next year is limited to 30 days. Administrative employees accrue 120 hours at the beginning of the fiscal year and are allowed to carryforward any amounts unused until retirement or resignation.

Capital Assets

Capital assets include significant acquisitions of facilities and equipment that are expected to remain in service for a period of years. Capital assets are reported in the government-wide financial statements but are excluded from the fund financial statements. Instead, the funds report the acquisition of capital assets as expenditures rather than asset acquisitions. Capital assets are depreciated using the straight-line method and useful lives ranging from 5 years to 40 years.

Interfund Receivables and Payables

Amounts of cash held or disbursed by the General Fund on behalf of other funds are recorded as Interfund Payables and Receivables. These Interfund Payables and Receivables are eliminated from the government-wide financial statement presentation.

Cash and Cash Equivalents

Cash includes amounts in demand deposits, interest-bearing demand deposits, and money market accounts. Cash equivalents include amounts in time deposits and those investments with original maturities of 90 days or less. Under state law, the Concordia Council on Aging may deposit funds in demand deposits, interest-bearing demand deposits, money market accounts, or time deposits with state banks organized under Louisiana law and national banks having their principal offices in Louisiana.

Use of Estimates

The preparation of financial statement in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Concordia Council on Aging

Notes to Financial Statements

June 30, 2025

Budgets

Budgets are adopted and occasionally amended by the Board of Directors in the manner prescribed by Louisiana Law and the Governor's Office of Elderly Affairs.

Allocation of Indirect Expenses

The Council reports all direct expenses by function and programs of functions in the Statement of Activities. Direct expenses are those that are clearly identifiable with a function or program. Indirect expenses are recorded as direct costs of the Administration function. Indirect costs, including travel, operating services, operating supplies, and other administrative costs are allocated using a budget tool provided by the Governor's Office of Elderly Affairs which is based primarily on the relationship of direct costs a program bears to the total direct costs of all programs.

Ad Valorem Taxes

Property taxes are assessed on a calendar year basis and are due on or before December 31 in the year the tax is levied. Revenues from property taxes are recognized as revenue in the year billed.

Restrictions

Certain resources are restricted by grant contract provisions. Whenever an expenditure meets qualifications necessary to satisfy restrictions, management ordinarily utilizes restricted rather than unrestricted resources to complete the transaction.

NOTE 2 – INTERNAL BALANCES AND ACTIVITY

The interfund receivables and payables at June 30, 2025 are as follows:

	<u>Interfund Receivables</u>	<u>Interfund Payables</u>
General Fund	\$ ----	\$ 11,667
Special Revenue Funds:		
Title III-B	----	5,867
Title III C-1	494	----
Title III C-2	13,159	----
Title III-E	3,881	----
<u>Total</u>	<u>\$ 17,534</u>	<u>\$ 17,534</u>

Various funds deposit cash into a single bank account and money is disbursed from the account on behalf of these funds. This commingling of resources results in the interfund receivables and payables presented above.

Operating transfers for the year ended June 30, 2025 are presented as follows:

Concordia Council on Aging

Notes to Financial Statements June 30, 2025

	Operating Transfers In	Operating Transfers Out	Net
General Funds:			
Senior Center	\$ 82,589	\$ ----	\$ 82,589
PCOA	----	100,000	(100,000)
Local	----	407,033	(407,033)
Supplemental Senior Center	----	10,913	(10,913)
Total General Fund	82,589	517,946	(435,357)
Special Revenue Funds:			
Title III-B	122,042	----	122,042
Title III C-1	54,171	----	54,171
Title III C-2	247,683	----	247,683
Title III-E	11,461	----	11,461
Total	\$ 517,946	\$ 517,946	\$ ----

The transfers described above consist of unrestricted resources that were transferred to various special revenue funds for the purpose of enhancing activities supported by those funds. Details on the sources of transfers are presented as follows:

	PCOA	Local	Supplemental Senior	Total
Senior Center	\$ ----	\$ 71,676	\$ 10,913	\$ 82,589
Title III B	50,000	72,042	----	122,042
Title III C-1	----	54,171	----	54,171
Title III C-2	50,000	197,683	----	247,683
Title III E	-	11,461	----	11,461
Total	\$ 100,000	\$ 407,033	\$ 10,913	\$ 517,946

NOTE 3 – CAPITAL ASSETS

	Beginning Balance	Additions	Disposals	Ending Balance
<u>Non Depreciable Capital Assets:</u>				
Land	\$ 5,000	\$ ----	\$ ----	\$ 5,000
<u>Depreciable Capital Assets:</u>				
Furniture, Fixtures and Equipment	\$ 173,408	\$ 5,731	\$ ----	\$ 179,139
Buildings and Improvements	85,071	----	----	85,071
Less Accumulated Depreciation	(211,423)	(2,917)	----	(214,340)
Total Net of Depreciation	\$ 47,056	\$ 2,814	\$ ----	\$ 49,870

Depreciable capital assets are limited to furniture, fixtures, equipment and improvements used in the administration of the Concordia Council on Aging's activities. Accordingly, depreciation expense, when applicable, is reported in the accompanying government-wide financial statements as a finance and administrative expense.

NOTE 4 - ACCOUNTS RECEIVABLE

Accounts receivable at year end consisted entirely of funding that originated with the State of Louisiana. Based on collection experience, no allowance for doubtful accounts was necessary.

Concordia Council on Aging

Notes to Financial Statements

June 30, 2025

NOTE 5 - COMPENSATION OF BOARD MEMBERS

During the year, no compensation was paid to any member of the Concordia Council on Aging's Board of Directors.

NOTE 6 - CASH

Deposits are stated at cost, which approximates market value. Under state law, these deposits must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. The market value of the pledged securities plus the federal deposit insurance must at all times equal the amount on deposit with the fiscal agent. These securities are held in the name of the pledging fiscal agent bank in a holding or custodial bank that is mutually acceptable to both parties.

At June 30, 2025, the Council has \$1,289,835 in deposits (collected bank balance). These deposits are secured from risk by \$361,541 of federal deposit insurance and \$1,415,000 of pledged securities held by the custodial bank in the name of the fiscal agent bank.

Even though the pledged securities are considered uncollateralized, Louisiana law imposes a statutory requirement on the custodial bank to advertise and sell the pledged securities within 10 days of being notified by the Council that the pledging bank has failed to pay deposited funds upon demand.

NOTE 7 - RISK MANAGEMENT:

The Concordia Council on Aging is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. These risks of loss are covered by a comprehensive commercial insurance policy and worker's compensation insurance. Claims resulting from these risks have historically not exceeded insurance coverage.

NOTE 8 - CONTINGENCES

The Concordia Council on Aging receives state and federal assistance through various grant programs and contracts. Grantor agencies routinely review grant activity and could request reimbursement if a dispute occurs regarding compliance with grant conditions. In addition, a recent report issued by the Governor's Office of Elderly Affairs indicated that approximately \$18,000 in grant funds could have been misappropriated.

NOTE 9 - PRIOR PERIOD ADJUSTMENTS

Due to a clerical error, amounts previously reported as accounts payable and expenditures exceeded actual balances. The effect of the error on the previous period is summarized as follows:

	Year Ended June 30, 2025		
	As Originally Reported	Prior Period Adjustment	As Restated
<u>Governmental Activities:</u>			
Change in Net Position	\$ 69,092	\$ 13,034	\$ 82,126
Net Position Beginning	1,011,798	----	1,011,798
Net Position Ending	<u>\$ 1,080,890</u>	<u>\$ 13,034</u>	<u>\$ 1,093,924</u>
<u>General Fund:</u>			
Change in Net Position	\$ 57,718	\$ 13,034	\$ 70,752
Net Position Beginning	1,012,384	----	1,012,384
Net Position Ending	<u>\$ 1,070,102</u>	<u>\$ 13,034</u>	<u>\$ 1,083,136</u>

Concordia Council on Aging, Inc.

Statement of Revenue, Expenditures and Changes in Fund Balance - Budget vs Actual

General Fund

For the Year Ended June 30, 2025

	Original Budget	Final Budget	Actual	Variance Favorable (Unfavorable)
<u>Revenues:</u>				
Intergovernmental				
Governor's Office of Elderly Affairs				
Parish Council on Aging Funds	\$ 100,000	\$ 100,000	\$ 100,000	-
Senior Center	59,288	59,288	59,288	-
Supplemental Senior Center	10,913	10,913	10,913	-
Cenla Area Agency on Aging	-	-	-	-
Ad Valorem Taxes	609,200	630,000	640,342	10,342
In Kind Support	23,496	32,544	32,544	-
Public Support	55,000	55,000	53,964	(1,036)
Other	6,300	6,300	10,910	4,610
Total revenues	<u>864,197</u>	<u>894,045</u>	<u>907,961</u>	<u>13,916</u>
<u>Expenditures:</u>				
Current				
Salaries	266,777	271,763	219,011	52,752
Fringe	23,008	23,452	15,392	8,060
Travel	4,209	4,456	1,540	2,916
Operating Services	28,410	31,141	31,929	(788)
Operating Supplies	16,858	26,684	20,734	5,950
In Kind	23,496	32,544	32,544	-
Other	7,541	7,984	11,145	(3,161)
Capital Expenditures	200,000	200,000	5,731	194,269
Total expenditures	<u>570,299</u>	<u>598,024</u>	<u>338,026</u>	<u>259,998</u>
<u>Other Financing Sources (Uses)</u>				
Operating Transfers In	63,564	81,647	82,589	942
Operating Transfers Out	(593,525)	(537,264)	(517,946)	19,318
Total Other Financing Sources (Uses)	<u>(529,961)</u>	<u>(455,617)</u>	<u>(435,357)</u>	<u>20,260</u>
Net Change in Fund Balances	<u>\$ (236,063)</u>	<u>\$ (159,596)</u>	<u>\$ 134,578</u>	<u>\$ 294,174</u>

Concordia Council on Aging, Inc.

Statement of Revenue, Expenditures and Changes in Fund Balance - Budget vs Actual

Title III-B

For the Year Ended June 30, 2025

	Original Budget	Final Budget	Actual	Variance Favorable (Unfavorable)
<u>Revenues:</u>				
Intergovernmental				
Governor's Office of Elderly Affairs				
Parish Council on Aging Funds	\$ -	\$ -	\$ -	-
Senior Center	-	-	-	-
Supplemental Senior Center	-	-	-	-
Cenla Area Agency on Aging	56,792	67,002	67,002	-
In Kind Support	-	-	-	-
Public Support	-	-	-	-
Other	-	-	-	-
Total revenues	<u>56,792</u>	<u>67,002</u>	<u>67,002</u>	<u>-</u>
<u>Expenditures:</u>				
Current				
Salaries	144,059	127,707	123,309	4,398
Fringe	12,424	11,020	8,520	2,500
Travel	22,294	22,034	21,588	446
Operating Services	15,486	14,213	30,137	(15,924)
Operating Supplies	3,465	3,051	1,684	1,367
In Kind	-	-	-	-
Other	4,110	3,644	3,806	(162)
Capital Expenditures	-	-	-	-
Total expenditures	<u>201,838</u>	<u>181,669</u>	<u>189,044</u>	<u>(7,375)</u>
<u>Other Financing Sources (Uses)</u>				
Operating Transfers In	145,046	114,667	122,042	7,375
Operating Transfers Out	-	-	-	-
Total Other Financing Sources (Uses)	<u>145,046</u>	<u>114,667</u>	<u>122,042</u>	<u>7,375</u>
Net Change in Fund Balances	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Concordia Council on Aging, Inc.

Statement of Revenue, Expenditures and Changes in Fund Balance - Budget vs Actual

Title III C-1

For the Year Ended June 30, 2025

	Original Budget	Final Budget	Actual	Variance Favorable (Unfavorable)
<u>Revenues:</u>				
Intergovernmental				
Governor's Office of Elderly Affairs				
Parish Council on Aging Funds	\$ -	\$ -	\$ -	\$ -
Cenla Area Agency on Aging	76,703	87,529	87,529	-
In Kind Support	-	-	-	-
Public Support	650	650	895	245
Other	-	-	-	-
Total revenues	<u>77,353</u>	<u>88,179</u>	<u>88,424</u>	<u>245</u>
<u>Expenditures:</u>				
Current				
Salaries	39,014	39,445	48,035	(8,590)
Fringe	3,365	3,404	3,264	140
Travel	551	613	381	232
Operating Services	3,719	4,285	1,167	3,118
Operating Supplies	832	5,920	508	5,412
In Kind	-	-	-	-
Other	83,066	80,708	89,240	(8,532)
Capital Expenditures	-	-	-	-
Total expenditures	<u>130,547</u>	<u>134,375</u>	<u>142,595</u>	<u>(8,220)</u>
<u>Other Financing Sources (Uses)</u>				
Operating Transfers In	53,194	46,196	54,171	7,975
Operating Transfers Out	-	-	-	-
Total Other Financing Sources (Uses)	<u>53,194</u>	<u>46,196</u>	<u>54,171</u>	<u>7,975</u>
Net Change in Fund Balances	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Concordia Council on Aging, Inc.

Statement of Revenue, Expenditures and Changes in Fund Balance - Budget vs Actual

Title III C-2

For the Year Ended June 30, 2025

	Original Budget	Final Budget	Actual	Variance Favorable (Unfavorable)
<u>Revenues:</u>				
Intergovernmental				
Governor's Office of Elderly Affairs				
Parish Council on Aging Funds	\$ -	\$ -	\$ -	\$ -
Cenla Area Agency on Aging	69,326	99,224	99,224	-
In Kind Support	16,200	16,200	16,200	-
Public Support	110	110	-	(110)
Other	-	-	37	37
Total revenues	<u>85,636</u>	<u>115,534</u>	<u>115,461</u>	<u>(73)</u>
<u>Expenditures:</u>				
Current				
Salaries	53,975	62,244	55,217	7,027
Fringe	4,655	5,371	4,193	1,178
Travel	51,181	51,137	56,699	(5,562)
Operating Services	35,221	35,432	4,130	31,302
Operating Supplies	26,734	16,645	1,770	14,875
In Kind	16,200	16,200	16,200	-
Other	222,481	216,265	224,935	(8,670)
Capital Expenditures	-	-	-	-
Total expenditures	<u>410,447</u>	<u>403,294</u>	<u>363,144</u>	<u>40,150</u>
<u>Other Financing Sources (Uses)</u>				
Operating Transfers In	324,811	287,760	247,683	(40,077)
Operating Transfers Out	-	-	-	-
Total Other Financing Sources (Uses)	<u>324,811</u>	<u>287,760</u>	<u>247,683</u>	<u>(40,077)</u>
Net Change in Fund Balances	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Concordia Council on Aging, Inc.

Statement of Revenue, Expenditures and Changes in Fund Balance - Budget vs Actual

Title III E

For the Year Ended June 30, 2025

	Original Budget	Final Budget	Actual	Variance Favorable (Unfavorable)
<u>Revenues:</u>				
Intergovernmental				
Governor's Office of Elderly Affairs				
Parish Council on Aging Funds	\$ -	\$ -	\$ -	\$ -
Cenla Area Agency on Aging	25,202	25,202	23,102	(2,100)
In Kind Support	-	-	-	-
Other	-	-	-	-
Total revenues	<u>25,202</u>	<u>25,202</u>	<u>23,102</u>	<u>(2,100)</u>
<u>Expenditures:</u>				
Current				
Salaries	9,278	9,326	8,965	361
Fringe	800	805	685	120
Travel	18,365	18,360	19,375	(1,015)
Operating Services	2,464	2,519	685	1,834
Operating Supplies	551	541	298	243
In Kind	-	-	-	-
Other	654	645	4,555	(3,910)
Capital Expenditures	-	-	-	-
Total expenditures	<u>32,112</u>	<u>32,196</u>	<u>34,563</u>	<u>(2,367)</u>
<u>Other Financing Sources (Uses)</u>				
Operating Transfers In	6,910	6,994	11,461	4,467
Operating Transfers Out	-	-	-	-
Total Other Financing Sources (Uses)	<u>6,910</u>	<u>6,994</u>	<u>11,461</u>	<u>4,467</u>
Net Change in Fund Balances	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Concordia Council on Aging, Inc.

***Schedule of Compensation, Benefits and Other Payments
to Agency Head or Chief Executive Officer
For the year ended June 30, 2025***

Agency Head (Executive Director)

	Patsy Smith
Purpose:	
Compensation	\$ 55,910
Benefits:	
Insurance	\$ -
Retirement Contributions	-
Car Allowance	-
Travel Reimbursements	1,849
Other	3,469



December 26, 2025

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

To the Board of Directors
Concordia Council on Aging

We were engaged to audit, 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, and each major fund of Concordia Council on Aging, as of and for the year ended June 30, 2025, and the related notes to the financial statements, which collectively comprise Concordia Council on Aging's basic financial statements, and have issued our report thereon dated December 26, 2025. Our report disclaims an opinion on such financial statements because documentation was not available to support numerous transactions.

Report on Internal Control over Financial Reporting

In connection with our engagement to audit of the financial statements, of the Concordia Council on Aging, we considered the Concordia Council on Aging'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 Concordia Council on Aging's internal control. Accordingly, we do not express an opinion on the effectiveness of Concordia Council on Aging's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that have not been identified. However, as described in the accompanying schedule of findings, we did identify certain deficiencies in internal control that we consider to be material weaknesses and significant deficiencies.

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 findings and questioned costs as item 2025-001 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 accompany schedule of findings and questioned costs as items 2025-002 and 2025-003 to be significant deficiencies.



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CONCORDIA COUNCIL ON AGING, INC.
DECEMBER 26, 2025

Report on Compliance and Other Matters

In connection with our engagement to audit the financial statements of the Concordia Council on Aging, 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 an instance of noncompliance that is required to be reported under *Government Auditing Standards* and which are described in the accompanying schedule of findings as item 2025-004. Additionally, if the scope of our work had been sufficient to enable us to express opinions on the basic financial statements, other instances of noncompliance or other matters may have been identified and reported herein.

Response to Findings

Government Auditing Standards requires the auditor to perform limited procedures on Concordia Parish Council on Aging's response to the findings identified in our audit and described in the accompanying schedule of findings. The response was not subjected to auditing procedures 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.



Rozier, McKay & Willis
Certified Public Accountant

CONCORDIA COUNCIL ON AGING

SCHEDULE OF FINDINGS

FOR THE YEAR ENDED JUNE 30, 2025

Part I - Summary of Auditor's Results:

- The Independent Auditor's Report on the financial statements for the Concordia Council on Aging as of June 30, 2025 and for the year then ended included a disclaimer of opinion.
- Deficiencies in internal control over financial reporting consisted of the following items:
 - 2025-001 was considered to be a material weakness.
 - 2025-002 and 2025-003 were considered to be significant deficiencies.
- An instances of noncompliance material to the financial statements of the Concordia Council on Aging was disclosed during the audit, see 2025-004.

Part II - Findings Relating to the Financial Statements Which are Required to be Reported in Accordance with Generally Accepted Governmental Auditing Standards:

2025-001	Controls Over Cash Disbursements (Originally Reported 2025)
Condition	<p>Internal controls associated with cash disbursements were not functioning properly. Some deficiencies in the internal control process that were observed in connection with the engagement are listed as follows:</p> <ul style="list-style-type: none"> • A voucher system is used to document managements' approval of expenditures, but for the year ended June 30, 2025 the approval portion of the vouchers was typically incomplete. • A substantial portion of the documentation included handwritten content that was often illegible and of little evidentiary value. • Requests for travel and other reimbursement were generally inadequate. Some of the deficiencies were listed as follows: <ul style="list-style-type: none"> • Handwriting was difficult to read. • Reimbursement rates were not apparent. • Purposes including reasons for travel were vague or illegible. • Calculations and details were not provided. • Members of the governing body did not maintain a functional process for monitoring expenditures resulting checks being signed without the presence of adequate documentation. • Bank accounts were not reconciled in a timely manner.
Criteria	Retaining adequate supporting documentation is an essential part of proper administration and establishing an audit trail to permit expressing an opinion on the financial statements.
Cause	Recordkeeping procedures did not produce and retain sufficient evidence to adequately document expenditures.
Effect	Due to the absence of supporting documentation, evidence was not available to support an opinion of amounts reported as expenses and expenditures.
Recommendations	Establish procedure that will provide and retain records necessary to fully document and support expenditures.

CONCORDIA COUNCIL ON AGING
SCHEDULE OF FINDINGS
FOR THE YEAR ENDED JUNE 30, 2025

2025-002	Support for Accrued Leave Balances (Originally Reported 2025)
Condition	Available records are not sufficient to support employee leave balances.
Criteria	Proper administration of leave balances requires suitable records to demonstrate amounts earned, leave taken, and available balances.
Cause	Complete and accurate personnel records are necessary to support leave balances.
Effect	Evidence is not available to support an auditors' opinion and records necessary to safeguard the Agency's resources are not available.
Recommendations	Establish opening balances for each employee and establish procedures to properly maintain the opening balances.

2025-003	Capital Assets Records (Originally Reported 2025)
Condition	Management has not updated its capital asset records to reflect recent additions or disposals.
Criteria	Accurately reporting net book values associated with capital assets requires a systematic approach to maintaining complete, detailed records.
Cause	Maintenance of records has not involved identification of acquisitions or disposals. In addition, a periodic inventory process has not been completed.
Effect	Evidence is not available to support an auditor's opinion or safeguard capital assets.
Recommendations	Prepare a detailed inventory of capital assets, and adjust reported amounts accordingly.

2025-004	State Audit Law (Originally Reported 2023)
Condition	The audit resulted in a disclaimer of opinion.
Criteria	Failure to perform at a level that allows auditors to express an opinion is considered a violation of State Law.
Cause	Deficiencies in accounting records resulted in audit findings.
Effect	Non compliance with State Law
Recommendations	Address audit findings necessary to maintain records that provide sufficient audit evidence.

Part III - Findings for Federal Awards Which Shall Include Audit
Findings as Defined by the Uniform Guidance:

Not Applicable

CONCORDIA COUNCIL ON AGING
MANAGEMENT’S CORRECTIVE ACTION PLAN
FOR THE YEAR ENDED JUNE 30, 2025

SECTION I Internal Control and Compliance Material to the Financial Statements	
<p><u>2025-001: Controls Over Cash Disbursements</u> Internal controls associated with cash disbursements were not functioning properly. See the accompanying schedule of findings for details.</p>	<p><u>2025-001: Management’s Response</u> We are in the process of revising our recordkeeping procedures to conform with recommendations by the Governor’s Office of Elderly Affairs.</p>
<p><u>2025-002: Support for Accrued Leave Balances</u> Available records are not sufficient to support employee leave balances. See the accompanying schedule of findings for details.</p>	<p><u>2025-002: Management’s Response</u> We will research employee work histories in an effort to establish balances that are consistent with employee’s unused leave balance.</p>
<p><u>2025-003: Capital Asset Records</u> Management has not updated its capital asset records to reflect recent additions or disposals.</p>	<p><u>2025-003: Management’s Response</u> We will conduct a comprehensive inventory and adjust capital asset balances accordingly.</p>
<p><u>2025-004: State Audit Law</u> The audit resulted in a disclaimer of opinion.</p>	<p><u>2025-004: Management’s Response</u> We expect the actions described above will produce sufficient evidence for successful completion of future audits.</p>
SECTION II Internal Control and Compliance Material to Federal Awards	
<p>Not Applicable: An audit under Uniform Guidance was not required.</p>	<p>Response – N/A</p>
SECTION III Management Letter	
<p>No findings were reported.</p>	<p>Response – N/A</p>

CONCORDIA COUNCIL ON AGING
SCHEDULE OF PRIOR YEAR FINDINGS
FOR THE YEAR ENDED JUNE 30, 2025

SECTION I Internal Control and Compliance Material to the Financial Statements	
<p><u>2024-001: STATE AUDIT LAW</u> Audits were not completed within six months as required by State Law.</p>	<p><u>2024-001: Unresolved</u> See 2025-004.</p>
SECTION II Internal Control and Compliance Material to Federal Awards	
<p>Not Applicable: An audit under Uniform Guidance was not required.</p>	<p>Response – N/A</p>
SECTION III Management Letter	
<p>No findings were reported.</p>	<p>Response – N/A</p>

APPENDIX A
Statewide Agreed-Upon Procedures



Independent Accountant's Report
On Applying Agreed-Upon Procedures

To the Concordia Council on Aging and
the Louisiana Legislative Auditor:

We have performed the procedures enumerated below, which were agreed to by the Concordia Council on Aging (the Entity) and the Louisiana Legislative Auditor (LLA) on the control and compliance (C/C) areas identified in the LLA's Statewide Agreed-Upon Procedures (SAUPs) for the fiscal period July 1, 2024 through June 30, 2025. The Entity's management is responsible for those C/C areas identified in the SAUPs.

The entity 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 described above. 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.

We were engaged 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 entity 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.

Rozier, McKay & Willis
Certified Public Accountants
Alexandria, Louisiana
December 26, 2025



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Concordia Council on Aging, Inc.

Statewide Agreed-Upon Procedures

Schedule of Procedures, Results and Managements' Response (Continued)

Written Policies and Procedures		
Agreed-Upon Procedure	Results	Managements' Response
1 Obtain and inspect the entity's written policies and procedures and observe that they address each of the following categories and subcategories. <ul style="list-style-type: none">• Budgeting• Purchasing• Disbursements• Receipts• Payroll/Personnel• Contracting• Credit Cards• Travel and expense reimbursements• Ethics• Debt Service• Disaster Recovery / Business Continuity• Sexual Harassment	Applicable policies were in place.	<i>The results did not include any findings or criticism.</i>

Concordia Council on Aging, Inc.

Statewide Agreed-Upon Procedures

Schedule of Procedures, Results and Managements' Response (Continued)

Board (or Finance Committee)		
Agreed-Upon Procedure	Results	Managements' Response
<p>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:</p> <p>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.</p> <p>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 and major special revenue funds, as well as monthly financial statements (or budget-to-actual comparisons, if budgeted) for major proprietary funds. <i>Alternately, 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.</i></p> <p>c) For governmental entities, obtain the prior year audit report and observe the unrestricted fund balance in the general fund. If the general fund had a negative ending unrestricted fund balance in the prior year audit report, observe that the minutes</p>	<p>Meetings were conducted quarterly.</p> <p>Minutes included discussion of financial matters.</p> <p>The General Fund reported a surplus for the previous year.</p>	<p><i>The results did not include any findings or criticism.</i></p> <p><i>The results did not include any findings or criticism.</i></p> <p><i>The results did not include any findings or criticism.</i></p>

Concordia Council on Aging, Inc.

Statewide Agreed-Upon Procedures

Schedule of Procedures, Results and Managements' Response (Continued)

Board (or Finance Committee)		
Agreed-Upon Procedure	Results	Managements' Response
for at least one meeting during the fiscal period referenced or included a formal plan to eliminate the negative unrestricted 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.	Prior year findings were limited completing the audit after the original due date.	<i>The results did not include any findings or criticism.</i>

Concordia Council on Aging, Inc.

Statewide Agreed-Upon Procedures

Schedule of Procedures, Results and Managements' Response (Continued)

Bank Reconciliations		
Agreed-Upon Procedure	Results	Managements' Response
<p>3 Obtain a listing of client 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 selected each account, and observe that:</p> <p>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);</p> <p>b) Bank reconciliations include written evidence that a member of management or a board member who does not handle cash, post ledgers, or issue checks has reviewed each bank reconciliation within 1 month of the date the reconciliation was prepared (e.g., initialed and dated or electronically logged); and</p> <p>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.</p>	<p>Reconciliations were prepared outside the required period of time.</p> <p>CENLA AAA reviews reconciliations from Concordia COA; however, there is no documentation as to when the reconciliation was originally prepared.</p> <p>Documentation was available regarding research of outstanding items. Furthermore, outstanding items for more than 12 months were resolved by year-end.</p>	<p>Management has discussed this with the responsible employee and has clarified the importance of timely and accurate reconciliations.</p> <p>Management has discussed this with the responsible employee and has clarified the importance of timely and accurate reconciliations.</p> <p><i>The results did not include any findings or criticism.</i></p>

Concordia Council on Aging, Inc.

Statewide Agreed-Upon Procedures

Schedule of Procedures, Results and Managements' Response (Continued)

Collections (excluding EFTs)		
Agreed-Upon Procedure	Results	Managements' Response
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.	Receipts are typically not in the form of currency.	<i>The results did not include any findings or criticism.</i>
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.	The accounts payable clerk is responsible for posting to the general ledger.	<i>The results did not include any findings or criticism.</i>
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 verifies the reconciliation.	An additional employee is accountable for reconciling the bank accounts.	<i>The results did not include any findings or criticism.</i>
6 Inquire of management that all employees who have access to cash are covered by a bond or insurance policy for theft.	Insurance policies provide blanket coverage for employee theft.	<i>The results did not include any findings or criticism.</i>
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		

Concordia Council on Aging, Inc.

Statewide Agreed-Upon Procedures

Schedule of Procedures, Results and Managements' Response (Continued)

Collections (excluding EFTs)		
Agreed-Upon Procedure	Results	Managements' Response
<p>a cash collection log, daily revenue report, receipt book, etc. Obtain supporting documentation for each of the 10 deposits and:</p> <p>a. Observe that receipts are sequentially pre-numbered.</p> <p>b. Trace sequentially pre-numbered receipts, system reports, and other related collection documentation to the deposit slip.</p> <p>c. Trace the deposit slip total to the actual deposit per the bank statement.</p> <p>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).</p> <p>e. Trace the actual deposit per the bank statement to the general ledger.</p>	<p>Receipts are sequentially prenumbered.</p> <p>Deposit slips agree with supporting documentation.</p> <p>Deposit letters or confirmations from the payer agree with bank statements.</p> <p>Deposits were not made within a single business day.</p> <p>Deposits agree with the general ledger.</p>	<p><i>The results did not include any findings or criticism.</i></p> <p><i>The results did not include any findings or criticism.</i></p> <p><i>The results did not include any findings or criticism.</i></p> <p>Management has discussed this with the responsible employee and has clarified the importance of timely deposits.</p> <p><i>The results did not include any findings or criticism.</i></p>

Concordia Council on Aging, Inc.

Statewide Agreed-Upon Procedures

Schedule of Procedures, Results and Managements' Response (Continued)

Non-Payroll Disbursements – General (excluding credit card/debit card/fuel card/P-Card purchases or payments)		
Agreed-Upon Procedure	Results	Managements' Response
<p>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.</p>	See audit finding 2025-001.	<i>See managements' response to 2025-001.</i>
<p>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:</p> <p>a. Observe that the disbursement matched the related original invoice/billing statement.</p> <p>b. Observe that the disbursement documentation included evidence (e.g., initial/date, electronic logging) of segregation of duties tested under #9, as applicable.</p>	<p>See audit finding 2025-001.</p> <p>See audit finding 2025-001.</p>	<p><i>See managements' response to 2025-001.</i></p> <p><i>See managements' response to 2025-001.</i></p>
<p>11 Using the entity's main operating account and the month selected in Bank Reconciliations procedure #3A, randomly select 5 non-payroll-related electronic disbursements (or all electronic disbursements if less than 5) and observe that each electronic disbursement was (a) approved by only those persons authorized to disburse funds (e.g., sign checks) per the entity's policy, and (b) approved by the required number of authorized</p>	See audit finding 2025-001.	<i>See managements' response to 2025-001.</i>

Concordia Council on Aging, Inc.

Statewide Agreed-Upon Procedures

Schedule of Procedures, Results and Managements' Response (Continued)

Non-Payroll Disbursements – General (excluding credit card/debit card/fuel card/P-Card purchases or payments)		
Agreed-Upon Procedure	Results	Managements' Response
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.		

Concordia Council on Aging, Inc.

Statewide Agreed-Upon Procedures

Schedule of Procedures, Results and Managements' Response (Continued)

Credit Cards/Debit Cards/Fuel Cards/P-Cards		
Agreed-Upon Procedure	Results	Managements' Response
<p>12 Obtain from management a listing of all active credit cards, bank debit cards, fuel cards, and P-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.</p>	<p>Management has reported that there are no credit cards.</p>	<p><i>The results did not include any findings or criticism.</i></p>
<p>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:</p> <p>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, by someone other than the authorized card holder.</p>	<p>See above.</p>	<p><i>The results did not include any findings or criticism.</i></p>
<p>b. Observe that finance charges and late fees were not assessed on the selected statements.</p>	<p>See above.</p>	<p><i>The results did not include any findings or criticism.</i></p>

Concordia Council on Aging, Inc.

Statewide Agreed-Upon Procedures

Schedule of Procedures, Results and Managements' Response (Continued)

Credit Cards/Debit Cards/Fuel Cards/P-Cards		
Agreed-Upon Procedure	Results	Managements' Response
14 Using the monthly statements or combined statements selected under #12 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).	See above.	<i>The results did not include any findings or criticism.</i>

Concordia Council on Aging, Inc.

Statewide Agreed-Upon Procedures

Schedule of Procedures, Results and Managements' Response (Continued)

Travel and Expense Reimbursement		
Agreed-Upon Procedure	Results	Managements' Response
<p>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:</p> <p>a. If reimbursed using a per diem, agree the reimbursement rate to those rates established either by the State of Louisiana or the U.S. General Services Administration (www.gsa.gov).</p> <p>b. If reimbursed using actual costs, observe that the reimbursement is supported by an original itemized receipt that identifies precisely what was purchased.</p> <p>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).</p>	<p>Based on inspection of travel and expense reimbursements examined as part of disbursement testing, controls over travel and expense reimbursements are not functioning as intended. In response to these findings auditors were unable to express an opinion and a disclaimer was issued. See 2025-001 for further details.</p> <p>See audit finding 2025-001.</p> <p>See audit finding 2025-001.</p>	<p>See managements' response to 2025-001.</p> <p>See managements' response to 2025-001.</p> <p>See managements' response to 2025-001.</p>

Concordia Council on Aging, Inc.

Statewide Agreed-Upon Procedures

Schedule of Procedures, Results and Managements' Response (Continued)

Travel and Expense Reimbursement		
Agreed-Upon Procedure	Results	Managements' Response
d. Observe that each reimbursement was reviewed and approved, in writing, by someone other than the person receiving reimbursement.	See audit finding 2025-001.	See managements' response to 2025-001.

Concordia Council on Aging, Inc.

Statewide Agreed-Upon Procedures

Schedule of Procedures, Results and Managements' Response (Continued)

Contracts		
Agreed-Upon Procedure	Results	Managements' Response
<p>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:</p> <p>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.</p> <p>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).</p> <p>c. If the contract was amended (e.g. change order), observe that the original contract terms provided for such an amendment.</p> <p>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.</p>	<p>Contractors are limited to the meal providers that are contracted with Cenla Area Agency on Aging.</p> <p>See above.</p> <p>See above.</p> <p>See above.</p>	<p><i>The results did not include any findings or criticism.</i></p> <p><i>The results did not include any findings or criticism.</i></p> <p><i>The results did not include any findings or criticism.</i></p> <p><i>The results did not include any findings or criticism.</i></p>

Concordia Council on Aging, Inc.

Statewide Agreed-Upon Procedures

Schedule of Procedures, Results and Managements' Response (Continued)

Payroll and Personnel		
Agreed-Upon Procedure	Results	Managements' Response
17 Obtain a listing of employees/elected officials employed during the fiscal period and management's representation that the listing is complete. Randomly select 5 employees/officials, obtain related paid salaries and personnel files, and agree paid salaries to authorized salaries/pay rates in the personnel files.	The list was furnished by the executive director.	<i>The results did not include any findings or criticism.</i>
18 Randomly select one pay period during the fiscal period. For the 5 employees/officials selected under #16 above, obtain attendance records and leave documentation for the pay period, and:		
a. Observe that all selected employees/officials documented their daily attendance and leave (e.g., vacation, sick, compensatory).	Attendance was properly documented.	<i>The results did not include any findings or criticism.</i>
b. Observe that supervisors approved the attendance and leave of the selected employees/officials.	Documentation included evidence of approval.	<i>The results did not include any findings or criticism.</i>
c. Observe that any leave accrued or taken during the pay period is reflected in the entity's cumulative leave records.	Procedures have demonstrated that leave records are inadequate. See 2025-002 for further details.	See managements' response to 2025-002.
19 Obtain a listing of those employees/officials that received termination payments during the fiscal period and management's representation that the list is complete. Randomly select two employees/officials, obtain related documentation of the hours and pay rates used in management's termination	Procedures have demonstrated that leave records are inadequate. See 2025-002 for further details.	See managements' response to 2025-002.

Concordia Council on Aging, Inc.

Statewide Agreed-Upon Procedures

Schedule of Procedures, Results and Managements' Response (Continued)

Payroll and Personnel		
Agreed-Upon Procedure	Results	Managements' Response
payment calculations, agree the hours to the employee/officials' cumulate leave records, and agree the pay rates to the employee/officials' authorized pay rates in the employee/officials' personnel files. 20 Obtain management's representation that employer and employee portions of payroll taxes, retirement contributions, health insurance premiums, and workers' compensation premiums have been paid, and associated forms have been filed, by required deadlines.	Appropriate representations were provided.	<i>The results did not include any findings or criticism.</i>

Concordia Council on Aging, Inc.

Statewide Agreed-Upon Procedures

Schedule of Procedures, Results and Managements' Response (Continued)

Ethics		
Agreed-Upon Procedure	Results	Managements' Response
<p>21 Using the 5 randomly selected employees/officials from procedure #16 under "Payroll and Personnel" above, obtain ethics documentation from management, and:</p> <p>a. Observe that the documentation demonstrates each employee/official completed one hour of ethics training during the fiscal period.</p> <p>b. Observe that the documentation demonstrates each employee/official attested through signature verification that he or she has read the entity's ethics policy during the fiscal period.</p> <p>22 Inquire and/or observe whether the agency has appointed an ethics designee as required by R.S. 42:1170.</p>	<p>One hour of ethics training was completed by two of the five employees tested.</p> <p>Documentation was available for two of the five employees tested.</p> <p>The executive director fulfills this role.</p>	<p>We are making arrangements to complete ethics training for the subsequent period.</p> <p>We are making arrangements to complete ethics training for the subsequent period.</p> <p><i>The results did not include any findings or criticism.</i></p>

Concordia Council on Aging, Inc.

Statewide Agreed-Upon Procedures

Schedule of Procedures, Results and Managements' Response (Continued)

Debt Service		
Agreed-Upon Procedure	Results	Managements' Response
23 Obtain a listing of bonds/notes issued during the fiscal period and management's representation that the listing is complete. Select all bonds/notes on the listing, obtain supporting documentation, and observe that State Bond Commission approval was obtained for each bond/note issued.	No debt was issued or outstanding.	<i>The results did not include any findings or criticism.</i>
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.	No debt was issued or outstanding.	<i>The results did not include any findings or criticism.</i>

Concordia Council on Aging, Inc.

Statewide Agreed-Upon Procedures

Schedule of Procedures, Results and Managements' Response (Continued)

Fraud Notice		
Agreed-Upon Procedure	Results	Managements' Response
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.	Misappropriations discovered by the Governor's Office of Elderly Affairs were referred to the District Attorney for prosecution.	<i>The results did not include any findings or criticism.</i>
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.	The posting was observed on the premise and the Council on Aging does not maintain a website.	<i>The results did not include any findings or criticism.</i>

Concordia Council on Aging, Inc.

Statewide Agreed-Upon Procedures

Schedule of Procedures, Results and Managements' Response (Continued)

Information Technology Disaster Recovery /Business Continuity		
Agreed-Upon Procedure	Results	Managements' Response
<p>27 Perform the following procedures, verbally discuss the results with management, and report "We performed the procedure and discussed the results with management."</p> <p>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.</p> <p>b. Obtain and inspect the entity's most recent documentation that it has tested/verified that its backups can be restored (if no written documentation, inquire of personnel responsible for testing/verifying backup restoration) and observe evidence that the test/verification was successfully performed within the past 3 months.</p> <p>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.</p>	<p>We performed the procedure and discussed the results with management.</p> <p>We performed the procedure and discussed the results with management.</p> <p>We performed the procedure and discussed the results with management.</p>	<p><i>The results did not include any findings or criticism.</i></p> <p><i>The results did not include any findings or criticism.</i></p> <p><i>The results did not include any findings or criticism.</i></p>
<p>28 Randomly select 5 terminated employees (or all terminated employees if less than 5) using the list of terminated employees obtained in</p>	<p>We performed the procedure and discussed the results with management.</p>	<p><i>The results did not include any findings or criticism.</i></p>

Concordia Council on Aging, Inc.

Statewide Agreed-Upon Procedures

Schedule of Procedures, Results and Managements' Response (Continued)

Information Technology Disaster Recovery /Business Continuity		
Agreed-Upon Procedure	Results	Managements' Response
<p>procedure #9C. Observe evidence that the selected terminated employees have been removed or disabled from the network.</p> <p>29 Using the 5 randomly selected employees/officials from Payroll and Personnel procedure #9A, obtain cybersecurity training documentation from management, and observe that the documentation demonstrates that the following employees/officials with access to the agency's information technology assets have completed cybersecurity training as required by R.S. 42:1267¹. The requirements are as follows:</p> <ol style="list-style-type: none">1. Hired before June 9, 2020 - completed the training; and2. Hired on or after June 9, 2020 - completed the training within 30 days of initial service or employment.	<p>We performed the procedure and discussed the results with management.</p>	<p><i>The results did not include any findings or criticism.</i></p>

Concordia Council on Aging, Inc.

Statewide Agreed-Upon Procedures

Schedule of Procedures, Results and Managements' Response (Continued)

Sexual Harassment		
Agreed-Upon Procedure	Results	Managements' Response
30 Using the 5 randomly selected employees/officials from procedure #16 under "Payroll and Personnel" above, obtain sexual harassment training documentation from management, and observe the documentation demonstrates each employee/official completed at least one hour of sexual harassment training during the calendar year.	Since the Concordia Council on Aging is organized as a non profit it is not subject to RS 42:341.	<i>The results did not include any findings or criticism.</i>
31 Observe 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).	Since the Concordia Council on Aging is organized as a non profit it is not subject to RS 42:341.	<i>The results did not include any findings or criticism.</i>
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 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.	Since the Concordia Council on Aging is organized as a non profit it is not subject to RS 42:341.	<i>The results did not include any findings or criticism.</i>

APPENDIX B

Potential Fraud, Misappropriation, or Abuse

Concordia Council on Aging

Potential Instances of Fraud, Misappropriations, or Abuse

For the Year Ended June 30, 2025

#	ELEMENT OF FINDING	RESPONSE
1	A general statement describing the fraud or misappropriation that occurred.	Overpayment due to improper mileage claims.
2	A description of the funds or assets that were the subject of the fraud or misappropriation.	Cash disbursed from the Concordia Council on Aging's general operating account.
3	The amount of funds or approximate value of assets involved.	\$18,321
4	The department or office in which the fraud or misappropriation occurred.	The Council on Aging's general operating bank account.
5	The period of time over which the fraud or misappropriation occurred.	Findings were discovered through procedures performed by the Governor's Office of Elderly Affairs that were concluded January 15, 2025
6	The title/agency affiliation of the person who committed or is believed to have committed the act of fraud or misappropriation.	The responsible party was a member of the Concordia Council on Aging's administrative Staff.
7	The name of the person who committed or is believed to have committed the act of fraud or misappropriation, if formal charges have been brought against the person and/or the matter has been adjudicated.	Tywanna Carter-Crockett
8	Is the person who committed or is believed to have committed the act of fraud still employed by the agency?	No
9	If the person who committed or is believed to have committed the act of fraud is still employed by the agency, do they have access to assets that may be subject to fraud or misappropriation?	Not Applicable
10	Has the agency notified the appropriate law enforcement body about the fraud or misappropriation?	Yes
11	What is the status of the investigation at the date of the auditor's/accountant's report?	Pending
12	If the investigation is complete and the person believed to have committed the act of fraud or misappropriation has been identified, has the agency filed charges against that person?	Yes
13	What is the status of any related adjudication at the date of the auditor's/accountant's report?	The matter has been reported to the District-Attorney serving Concordia Parish, an arrest has been made, and the adjudication of the case is pending.
14	Has restitution been made or has an insurance claim been filed?	No
15	Has the agency notified the Louisiana Legislative Auditor and the District Attorney in writing, as required by Louisiana Revised Statute 24:523 (Applicable to local governments only)	Management has notified the District Attorney but the Legislative Auditor was not notified.
16	Did the agency's internal controls allow the detection of the fraud or misappropriation in a timely manner?	No

Concordia Council on Aging
Potential Instances of Fraud, Misappropriations, or Abuse
For the Year Ended June 30, 2025

#	ELEMENT OF FINDING	RESPONSE
17	If the answer to the last question is "no," describe the control deficiency/significant deficiency/material weakness that allowed the fraud or misappropriation to occur and not be detected in a timely manner.	See Finding 2025-001
18	Management's plan to ensure that the fraud or misappropriation does not occur in the future	See managements' response to audit findings.