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**GRAND ISLE
VOLUNTEER EMERGENCY SERVICES, INC.
(GIVES)
d/b/a
AMBULANCE DISTRICT NO. 2
OF JEFFERSON PARISH

ANNUAL FINANCIAL REPORT
Year Ended December 31, 1996**

Under provisions of state law, this report is a public document. A copy of it should be made available to the public, on request, without consideration of public funds. This report is for public inspection at the State House office of the Legislative Audit and related reports, at the office of the parish clerk of court.

Release Date: Feb 27

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FINANCIAL SECTION

INDEPENDENT AUDITOR'S REPORT

To the President and Board of
Grand Isle Volunteer Emergency Services, Inc. (GIVES)
Grand Isle, Louisiana

I have audited the general purpose financial statements of the Grand Isle Volunteer Emergency Services, Inc. (GIVES), a non-profit entity d/b/a Ambulance District No. 2 of Jefferson Parish, as of and for the year ended December 31, 1996, as listed in the table of contents. These general purpose financial statements are the responsibility of the entity's management. My responsibility is to express an opinion on these general purpose financial statements based on my audit.

I conducted my audit in accordance with generally accepted auditing standards and Government Auditing Standards, issued by the Comptroller General of the United States. These standards require that I plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the general purpose financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall general purpose financial statement presentation. I believe that my audit provides a reasonable basis for my opinion.

In my opinion, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of the Grand Isle Volunteer Emergency Services, Inc. (GIVES), a non-profit entity d/b/a Ambulance District No. 2 of Jefferson Parish, as of December 31, 1996 and the results of its operations for the year then ended, in conformity with generally accepted accounting principles.

In accordance with Government Auditing Standards, I have also issued a report dated March 10, 1997 on my consideration of the entity's internal control structure and a report dated March 10, 1997 on its compliance with laws and regulations.

My audit was made for the purpose of forming an opinion on the general purpose financial statements taken as a whole. The Supplemental Information, as listed in the table of contents, is presented for purposes of additional analysis and is not a required part of the general purpose financial statements of the Grand Life Volunteer Emergency Services, Inc. (GLVES). This information has been subjected to the auditing procedures applied in the audit of the general purpose financial statements and, in my opinion, is fairly stated in all material respects in relation to the general purpose financial statements taken as a whole.

Paul C. Rivera, CPA

March 10, 1997

GENERAL PURPOSE FINANCIAL STATEMENTS

GRAND HILL VOLUNTEER EMERGENCY SERVICES, INC. (GVES)

8554

AMBULANCE SERVICE DISTRICT NO. 2 OF ALBERTON PARISH

COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUPS
DECEMBER 31, 2004

	Governmental		Business-type		Total
	Assets	Liabilities	Assets	Liabilities	
	Capital Fund	General Fund Assets	Capital Fund Assets	Long-Term Debt	Other
ASSETS					
CASH	\$ 2,704	\$ 0	\$ 0	\$ 0	\$ 2,704
Receivables	2,800	0	0	0	2,800
Prepaid insurance	3,800	0	0	0	3,800
Inventory	0	103,678	0	0	103,678
Accruals provided for retirement of general long-term debt	0	0	3,821	3,821	3,821
TOTAL ASSETS	\$ 9,304	\$ 103,678	\$ 3,821	\$ 3,821	\$ 110,424

LIABILITIES, EQUITY & OTHER CATEGORIES

Liabilities

Accounts payable	\$ 2,340	\$ 0	\$ 0	\$ 0	\$ 2,340
Receivables payable	1,800	0	0	0	1,800
Taxes and interest payable	2,800	0	0	0	2,800
Capital lease payable	0	0	3,821	3,821	3,821
Total Liabilities	\$ 6,940	\$ 0	\$ 3,821	\$ 3,821	\$ 13,582

Fund & Other Credits

Investments in general fund assets	\$ 0	103,678	0	0	103,678
Fund Balance	9,304	0	0	0	9,304
Investment unexpended	2,960	0	0	0	2,960
Total Fund & Other Credits	\$ 12,264	\$ 103,678	\$ 0	\$ 0	\$ 115,942

TOTAL LIABILITIES, EQUITY & OTHER CATEGORIES

\$ 19,204	\$ 103,678	\$ 3,821	\$ 3,821	\$ 127,324
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The accompanying notes are an integral part of this statement.

GRAND ISLE VOLUNTEER EMERGENCY SERVICES, INC. (NIVES)
 d/b/a
 AMBULANCE SERVICE DISTRICT NO. 2 OF JEFFERSON PARISH

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES
 IN FUND BALANCE - GENERAL FUND
 FOR THE YEAR ENDED DECEMBER 31, 1996

	Governmental Fund Type
	<u>General Fund</u>
REVENUES	
Intergovernmental	\$ 113,215
Service charges and reimbursements	12,079
Donations and gifts	2,749
Miscellaneous	6,000
TOTAL REVENUES	<u>134,043</u>
EXPENDITURES	
Current	
Public Safety	88,719
Light Service	
Payment on loan to GINTD	14,602
Capital lease payments	543
TOTAL EXPENDITURES	<u>103,864</u>
EXCESS OF REVENUES OVER EXPENDITURES	30,179
FUND BALANCE	
Beginning of year	2,816
End of year	\$ <u>35,695</u>

The accompanying notes are an integral part of this statement.

GRAND ISLE VOLUNTEER EMERGENCY SERVICES, INC. (GIVES)
d/b/a
AMBULANCE DISTRICT NO. 2 OF JEFFERSON PARISH
NOTES TO FINANCIAL STATEMENTS
December 31, 1996

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of Grand Isle Volunteer Emergency Services, Inc. (GIVES), a non-profit entity d/b/a Ambulance District No. 2 of Jefferson Parish, have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units under the legal premise that GIVES is a "quasi-public" corporation. Quasi-public corporations are non-profit or private companies who are created to perform a public service and which receive the majority of their funding from public funds (i.e., taxes, grants, etc.) The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant of the GIVES' accounting policies are described below.

1. Reporting Entity

GASB Codification Section 2100 establishes criteria for determining the governmental reporting entity and its component units. Component units are defined as legally separate organizations for which the elected officials of a primary government are financially accountable. The criteria used in determining whether financial accountability exists include the appointment of a voting majority of an organization's governing board, the ability of the primary government to impose its will on that organization or whether there is a potential for the organization to provide specific financial benefits or burdens to the primary government. Fiscal dependency may also play a part in determining financial accountability. In addition, a component unit can be another organization for which the nature and significance of its relationship with a primary government is such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete.

Ambulance District No. 2 of Jefferson Parish (the "District") was created by Ordinance No. 1800 in 1991 to provide ambulance services to the citizens of the Town of Grand Isle and the surrounding area. The District is currently funded by a 1¢ mill ad valorem tax levied by the District via the Parish Council and is governed by the same Council that governs the Parish. As such, the District is reported as a component unit within the Parish's financial statements.

Under a cooperative endeavor agreement, the daily operations of the District are contracted out to Grand Isle Volunteer Emergency Services, Inc. (GIVES). GIVES was incorporated as a non-profit service corporation under Section 501(c)(3) of the Internal Revenue Code. GIVES has been classified as an entity that is not a private foundation within the meaning of Section 170(e) and qualifies for deductible contributions as provided in Section 170(e)(1)(A)(ii). GIVES is governed by a President and a Board of Directors which are elected by the membership. The accompanying statements report transactions related only to those of GIVES.

GRAND ISLE VOLUNTEER EMERGENCY SERVICES, INC. (GIVES)
D/B/A
AMBULANCE DISTRICT NO. 2 OF JEFFERSON PARISH
(Continued)
December 31, 1996

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

2. Fund Accounting

GIVES uses funds and account groups to report on its financial position and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain government functions or activities.

A fund is a separate accounting entity with a self-balancing set of accounts. An account group, on the other hand, is a financial reporting device designed to provide accountability for certain assets and liabilities that are not recorded in the funds because they do not directly affect net expendable available financial resources. GIVES has only one fund, the General Fund, and two account groups, General Fund Assets and General Long Term Debt.

The General Fund is the general operating fund used by GIVES. It includes the activity of the "private" accounts, as well as the "public funds" account. It is used to account for all financial resources and expenditures.

3. Basis of Accounting

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. All governmental funds are accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet. Operating statements of these funds present increases (i.e., revenues and other financing sources) and decreases (i.e., expenditures and other financing uses) in net current assets.

The modified accrual basis of accounting is used by all governmental fund types. Under the modified accrual basis of accounting, revenues are recognized when measurable or accrued (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 be used to pay liabilities of the current period. Intergovernmental revenues received from the Parish in connection with the cooperative agreement are recognized in the year to be benefited. All other service charges and intergovernmental revenues are recognized as received. Expenditures are recorded when the related fund liability is incurred.

GRAND ISLE VOLUNTEER EMERGENCY SERVICES, INC. (GIVES)
D/B/A
AMBULANCE DISTRICT NO. 2 OF JEFFERSON PARISH
(Continued)
December 31, 1996

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

4. Budgets

As a quasi-public corporation, GIVES is not required to adopt a budget; therefore, a budget to actual statement is not prepared in the accompanying financial statements. An informal budget is adopted for internal purposes for the General Fund.

Encumbrance accounting is not utilized.

5. Cash and Investments

For reporting purposes, cash includes amounts in demand deposits, time deposits, and certificates of deposit. This includes the balances in the "private" account, as well as the "public funds" account.

Investments, if any, are stated at cost or amortized cost.

6. Inventories

The cost of materials and supplies acquired by GIVES are recorded as expenditures at the time of purchase. It is management's opinion that the inventory of such materials and supplies at December 31, 1996 would not be material to the financial statements.

7. Fixed Assets

General fixed assets are not capitalized in the funds used to acquire or construct them. Instead, capital acquisition and construction are reflected as expenditures in governmental funds, and the related assets are reported in the General Fixed Assets Account Group. All purchased fixed assets are valued at cost where historical records are available and at an estimated historical cost where no historical records exist. Donated fixed assets are valued at their estimated fair market value on the date received.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized.

GRAND ISLE VOLUNTEER EMERGENCY SERVICES, INC. (GIVES)
D/B/A
AMBULANCE DISTRICT NO. 2 OF JEFFERSON PARISH
(Continued)
December 31, 1996

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Public domain ("infrastructure") general fixed assets consisting primarily of lease construction and improvement costs are not capitalized, as these assets are inseparable and of value only to the government/quasi-public corporation.

Assets in the General Fixed Assets Account Group are not depreciated.

8. Fund Equity

Reserves, if any, represent those portions of fund equity not appropriate for expenditure or legally obligated for a specific future use. Designated fund balances represent tentative plans for future use of financial resources.

9. Total Columns on Combined Statements

Total columns on the combined financial statements are captioned "Memorandum Only" to indicate that they are presented only to facilitate financial analysis. Data in these columns do not present financial position, results of operations or changes in financial position in conformity with generally accepted accounting principles. Neither are such data comparable to a consolidation. Interfund eliminations have not been made to the aggregation of this data.

NOTE B - STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

1. Compliance With Cooperative Endeavor Agreement

As a quasi-public corporation, GIVES is not subject to all of the general statutes governing political subdivisions and other governments within the State of Louisiana. Instead, GIVES must comply with the terms and conditions of the cooperative endeavor agreement it has with the Parish of Jefferson. As of December 31, 1996, GIVES was in compliance with all of the significant conditions of the agreement.

NOTE C - DEPOSITS AND INVESTMENTS

The carrying amount of the GIVES' deposits at December 31, 1996 was \$32,608 and the bank balance was \$38,032. All of these amounts were covered by FDIC.

GRAND ISLE VOLUNTEER EMERGENCY SERVICES, INC. (GIVES)
D/B/A
AMBULANCE DISTRICT NO. 2 OF JEFFERSON PARISH
(Continued)
December 31, 1996

NOTE E - LONG-TERM DEBT (CONTINUED)

For the year ended December 31, 1996, GIVES made 5 payments of \$182, 21 payments of \$182, for a total of \$39,620, remains to be paid on the lease as of year-end. Future minimum lease payments for the next five years and in the aggregate are as follows:

Year ending December 31,	Amount
1997	\$ 2,084
1998	1,828
	<u>3,912</u>
Less imputed interest	(934)
	<u>\$ 2,978</u>

3. CHANGES IN LONG-TERM DEBT

The following is a summary of long-term debt transactions for the year ended December 31, 1996:

	Notes Payable	Capital Lease	Total
Balance, beginning of year	\$ 14,602	\$ 6,086	\$ 20,688
Additions	0	0	0
Payments	(14,602)	(918)	(15,520)
Payments made on behalf of GIVES	0	(1,274)	(1,274)
Balance, end of year	<u>\$ 0</u>	<u>\$ 3,922</u>	<u>\$ 3,922</u>

GRAND ISLE VOLUNTEER EMERGENCY SERVICES, INC. (GIVES)
D/B/A
AMBULANCE DISTRICT NO. 2 OF JEFFERSON PARISH
(Continued)
December 31, 1998

NOTE F - ECONOMIC DEPENDENCE

In 1995, the public approved a 18 mill ad valorem tax to be levied in lieu of the Parish imposed service charge that was in effect. These taxes would provide the funding for Ambulance District No. 2 of Jefferson Parish. In January 1996, the Parish and GIVES entered into a cooperative inclusive agreement whereby GIVES, rather than the Town of Grand Isle, would be responsible for the day-to-day operations of the District. In return, the Parish would remit to GIVES, on a monthly basis, 11 2/3% of the currently budgeted revenues expected to be collected from the 18 mill tax. The contract is for the period January 1, 1996 to December 31, 2001. For 1996, the 11 2/3% remittance amounted to \$19,643 per month, for a total of \$237,740. Of this amount, \$97,254 was recognized by GIVES as revenue in 1996. The other \$140,486 was remitted by the Parish to the Town of Grand Isle prior to the Town relinquishing responsibility of the District. These revenues constitute a substantial amount of GIVES' revenues.

Additionally, the Grand Isle Volunteer Fire Department (GIVED) provides GIVES with office space at no cost.

NOTE G - COMMITMENTS AND CONTINGENCIES

1. Risk Management

GIVES is exposed to various risks of loss resulting from personal injury; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. To protect against these risks of loss, the District purchases various types of insurance from commercial carriers.

Under these policies, general liability coverage is provided for up to a maximum of \$3,000,000 per occurrence (\$7,000,000 in the aggregate); automobile liability coverage is provided for up to \$1,000,000; and worker's compensation is provided at the statutory limits of \$100,000/500,000/100,000. In each policy, GIVES is responsible for the applicable deductible.

2. Litigation

There is no litigation pending against the District as of December 31, 1998.

NOTE H - RETIREMENT SYSTEM

GIVES' employees are members of the Social Security System. In addition to the employee contribution withheld at 7.65 per cent, GIVES contributes an equal amount to the System. Aggregate pension costs for the year is \$2,894. GIVES does not guarantee the benefits granted by the Social Security System.

GRAND ISLE VOLUNTEER EMERGENCY SERVICES, INC. (GIVES)
D/B/A
AMBULANCE DISTRICT NO. 2 OF JEFFERSON PARISH
(Continued)
December 31, 1998

NOTE 1 - EXPENDITURES PAID ON BEHALF OF GIVES

As noted above, the Town of Grand Isle did not immediately relinquish control of District No. 2's operations. Between January 1, 1998 and June 30, 1998, the Town continued to receive the revenues from the Parish and to pay the daily expenditures of the District. Below is a recap of the expenditures paid by the Town on behalf of GIVES during this period. These expenditures are not included in the accompanying financial statements:

Expenditure	Amount
Salaries	\$ 26,691
Payroll taxes	2,009
Hospitalization	37
Utilities	183
Telephone	128
Repairs and maintenance	159
Office and other miscellaneous costs	690
Schools and training	312
Medical supplies	4,408
Gas and oil	1,041
Insurance	3,966
Lease payments	1,274
Capital outlay	831
Total	<u>\$ 42,179</u>

SUPPLEMENTAL INFORMATION

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MEMORANDUM OF ADVISORY COMMENTS

**GRAND ISLE
VOLUNTEER EMERGENCY SERVICES, INC.
(GIVES)**

d/b/a

**AMBULANCE DISTRICT NO. 2
OF JEFFERSON PARISH
Year Ended December 31, 1996**

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**INTERNAL CONTROL STRUCTURE
AND RELATED MATTERS**

Paul C. Rivera, CPA

To the President and Board of
Grand Isle Volunteer Emergency Services, Inc. (GIVES)
Grand Isle, Louisiana

I have audited the financial statements of Grand Isle Volunteer Emergency Services, Inc. (GIVES), a nonprofit entity d/b/a Ambulance District No. 2 of Jefferson Parish, for the year ended December 31, 1996, and have issued my reports thereon dated March 10, 1997. As part of my audit, I reviewed GIVES' internal control structure in order to determine the nature, timing, and extent of my auditing procedures for the purpose of expressing an opinion on the financial statements, and not to provide assurance on the internal control structure.

Reportable conditions which may have been noted during my consideration of the internal control structure have been reported on in a separately issued report, entitled "Independent Auditor's Report on Internal Control Structure in Accordance with Governmental Auditing Standards".

This memorandum summarizes various other matters which have come to my attention. While not involving reportable conditions, these matters do present opportunities for strengthening the internal control structure and improving the operating efficiency of GIVES.

I have already discussed these comments and suggestions with GIVES' administrative personnel and have included their responses. I will be pleased to discuss these comments and suggestions with you in further detail at your convenience, perform an additional study of these matters, or assist you in implementing the recommendations.

Paul C. Rivera, CPA

March 10, 1997

GRAND ISLE VOLUNTEER EMERGENCY SERVICES, INC. (GIVES)
d/b/a
AMBULANCE DISTRICT NO. 2 OF JEFFERSON PARISH
COMMENTS AND SUGGESTIONS
For the Year Ended December 31, 1996

REVENUES, RECEIPTS & RECEIVABLES

1. COMMENT

During my testing of revenues and receipts, I noted several deposit slips which did not have supporting documentation attached, nor was the nature of the deposit indicated on the slip itself.

RECOMMENDATION

GIVES should attach a copy of the check or other remittance advice to a copy of the deposit slip. The validated deposit slip should then be stapled to the back upon receipt from the bank. Also, the nature of the deposit should be indicated on the deposit slip (i.e., write "insurance - Blue Cross", etc.).

RESPONSE

The majority of these items occurred early in the year upon GIVES taking over the operations of the District. We will make sure the parties involved in depositing funds complete the deposit slips as recommended and file them as well.

2. COMMENT

GIVES currently produces invoices to the citizens or insurance companies via a computer billing program. During my testing of revenues and receivables, it was noted that the outstanding invoices were not recorded as receivables on the books. The main problem is that the listing generated from the accounts receivable program is incorrect. It includes outstanding invoices which are known to have been paid and/or written off.

RECOMMENDATION

The accounts receivable listing should be reviewed and the incorrect records and balances should be purged. Each month as invoices are generated, they should be posted as accounts receivable to the general ledger. As receipts come in, the receivable should be relieved in the computer as well as on the ledger.

RESPONSE

This process will be reviewed.

GRAND ISLE VOLUNTEER EMERGENCY SERVICES, INC. (GIVES)

COMMENTS AND SUGGESTIONS (CONTINUED)

for the Year Ended December 31, 1996

FIXED ASSETS

3. COMMENT

GIVES received a number of fixed assets from the Town of Grand Isle upon the Town relinquishing control of the Ambulance District. While these assets were identified during the audit, it does not appear that GIVES has a formal fixed asset record established.

RECOMMENDATION

GIVES should set up a fixed asset ledger based on the assets identified during the audit. This ledger should be maintained in the future by adding purchases and deleting items sold.

RESPONSE

GIVES has an informal list of assets, however, a formal ledger will be set up as recommended.

EXPENDITURES FOR GOODS AND SERVICES

4. COMMENT

During my testing of cash disbursements for goods and services, I noted a few instances where payment was made from a monthly statement and not an original invoice. In a few other cases, a canceled check was found, but a supporting invoice could not be located.

RECOMMENDATION

Payments should only be made from original invoices. If a charge card is used, the employee using the card should be required to turn in an original receipt so that the treasurer can attach it to the monthly statement prior to payment. Additionally, all invoices should be maintained on file.

RESPONSE

Again, it appears that most of the exceptions noted occurred early on in 1996. The current treasurer is very cognizant about what information must be maintained on file. We do not expect this to be a recurring problem.

GRAND ISLE VOLUNTEER EMERGENCY SERVICES, INC. (GIVES)

COMMENTS AND SUGGESTIONS (CONTINUED)

For the Year Ended December 31, 1996

PAYROLL AND RELATED LIABILITIES

5. COMMENT

In reconciling the disbursement journal to the payroll journal, one error was noted whereby a check posted to the disbursements journal was not posted to the payroll journal. The result was an understatement of salaries in the payroll journal, and thus, the 941 report of \$9.25.

RECOMMENDATION

The payroll journal should be reconciled to the disbursement journal after each pay period. The payroll journal could be marked to indicate the posting of checks to the disbursements journal.

RESPONSE

This will be done.

GENERAL LEDGER AND REPORTING

6. COMMENT

The amounts posted to the disbursements journal for salaries and wages represent the net check issued. Thus, for salaries, the gross cost to GIVES is not being recorded. Several adjusting journal entries were needed during the audit to "gross-up" the salary and withholding amounts. The problem stems from the lack of a formal general ledger. GIVES currently maintains a receipts and disbursements journal and a payroll journal, however, a general ledger is not used.

RECOMMENDATION

A formal general ledger should be established. The activity from the receipts and disbursements journal and the payroll journal should be posted to the ledger on a timely basis (i.e., at least monthly).

RESPONSE

This will be done.

Paul C. Rivera, CPA

To the President and Board of
Grand Isle Volunteer Emergency Services, Inc. (GIVES)
Grand Isle, Louisiana

I have audited the financial statements of Grand Isle Volunteer Emergency Services, Inc. (GIVES), a nonprofit entity d/b/a Ambulance District No. 2 of Jefferson Parish, for the year ended December 31, 1996, and have issued my reports thereon dated March 18, 1997. As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, I performed tests of GIVES' compliance with certain provisions of laws, regulations, contracts, and grants. However, my objective was not to provide an opinion on overall compliance with such provisions.

The attached schedule of noncompliance with laws and regulations includes certain immaterial instances of noncompliance noted as a result of the items tested.

I have already discussed these findings with GIVES' administrative personnel and have included their responses. I will be pleased to discuss these comments with you in further detail at your convenience or to perform any additional study of these matters.

Paul C. Rivera, CPA

March 18, 1997

GRAND ISLE VOLUNTEER EMERGENCY SERVICES, INC. (GIVES)

**SCHEDULE OF NONCOMPLIANCE WITH
LAWS AND REGULATIONS**

For the Year Ended December 31, 1986

I. FINDING

State statutes impose an income tax on Louisiana earnings. Employers are required to withhold the applicable amount of taxes from the employees' salary and remit the tax to the State Department of Revenue and Taxation. During my testing of GIVES' salary expenditures, I noted that income tax was being withheld, however, it was not being remitted to the State.

RESPONSE

The taxes were not remitted to the State because GIVES did not have a tax ID number/account with the State. Our current treasurer noted the error and has since filed the proper paperwork with the State in order that this may be resolved. We do not expect this to recur.

GRAND ISLE VOLUNTEER EMERGENCY SERVICES, INC. (GIVES)
 4876
 AMBULANCE SERVICE DISTRICT NO. 1 OF JEFFERSON PARISH

SCHEDULE OF REVENUES - GENERAL FUND
 FOR THE YEAR ENDED DECEMBER 31, 1996

	Governmental Fund Type
	<u>General Fund</u>
Intergovernmental	
Jefferson Parish contract	
Direct payments	\$ 42,581
Passed through the Town of Grand Isle	34,610
Town of Grand Isle - grant	14,080
	<u>111,255</u>
Service charges and reimbursements	
Reimbursements from patients	6,120
Reimbursements from insurance companies	4,628
Service charges - others	1,381
	<u>12,129</u>
Donations and gifts	
Excess	2,690
Others	749
	<u>3,439</u>
Miscellaneous	
Patient reimbursements	3,664
Sales of books and shirts	289
Other	57
	<u>4,010</u>
TOTAL REVENUES	\$ <u>132,893</u>

STATE OF TEXAS DEPARTMENT OF TRANSPORTATION, INC. (TDOT)

2010

STATEWIDE SERVICE DISTRICT NO. 1-01 BUDGET FUND

SCENARIO 10 - EXPANDED RISK - GENERAL FUND

FOR THE YEAR ENDING DECEMBER 31, 2010

	Original	Amended
	<u>2010</u>	<u>2010</u>
	Amount	Amount
Public Safety		
Cases		
Operational and related costs:		
Salaries	\$	(2,021)
Payroll taxes		1,284
Workman's Compensation		(201)
		<u>662</u>
General and administrative costs:		
Bond/Leasing		826
Data and subscriptions		11
Office supplies		211
Printing and supplies		11
Postage		189
Phone		6,811
Electricity		264
Insurance and maintenance		557
Miscellaneous - auto		1,898
Insurance - general and liability		1,457
Travel - meals		78
Contracts and supplies - repair		280
Contracts and supplies - other		430
		<u>14,732</u>
Law agency - training and supplies:		
Medical supplies		4,276
Supplies and materials		25
Miscellaneous items		177
Training and education		478
Conditioners and toners		82
Gas and oil		1,118
Books - vehicles		126
Registration - vehicles		31
		<u>8,023</u>
Supplies and maintenance:		
S & M - vehicles		1,088
		<u>1,088</u>
Miscellaneous:		
Gifts, flowers, and donations		184
Other		11
		<u>195</u>
Capital outlay:		
Vehicles and motor equipment		10,871
Equipment		4,855
Furniture and fixtures		785
		<u>16,511</u>
TOTAL CURRENT		<u>32,712</u>
Revenues		
Payments and fees to TDOT		14,482
Capital asset payments		181
TOTAL DEBT SERVICE		<u>14,663</u>
TOTAL DISPOSITIONS	\$	18,049

COMPLIANCE SECTION

Paul C. Rivera, CPA

**INDEPENDENT AUDITOR'S REPORT ON
THE INTERNAL CONTROL STRUCTURE
BASED ON AN AUDIT PERFORMED IN ACCORDANCE
WITH GOVERNMENT AUDITING STANDARDS**

To the President and Board of Directors
Grand Isle Volunteer Emergency Services, Inc.
Grand Isle, Louisiana

I have audited the general purpose financial statements of Grand Isle Volunteer Emergency Services, Inc. (GIVES), a non-profit entity 6914 Ambulance District No. 2 of Jefferson Parish, as of and for the year ended December 31, 1996, and have issued my report thereon dated March 18, 1997. I conducted my audit in accordance with generally accepted auditing standards and Government Auditing Standards, issued by the Comptroller General of the United States. These standards require that I plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement.

The management of GIVES is responsible for establishing and maintaining an internal control structure. In fulfilling this responsibility, estimates and judgments by management are required to assess the expected benefits and related costs of internal control structure policies and procedures. The objectives of an internal control structure are to provide management with reasonable, but not absolute, assurance that assets are safeguarded against loss from unauthorized use or disposition, and that transactions are executed in accordance with management's authorization and recorded properly to permit the preparation of general purpose financial statements in accordance with generally accepted accounting principles. Because of inherent limitations in any internal control structure, errors or irregularities may nevertheless occur and not be detected. Also, projection of my evaluation of the structure to future periods is subject to the risk that procedures may become inadequate because of changes in conditions or that the effectiveness of the design and operation of policies and procedures may deteriorate.

In planning and performing my audit of the general purpose financial statements of GIVES for the year ended December 31, 1996, I obtained an understanding of the internal control structure. With respect to the internal control structure, I obtained an understanding of the design of relevant policies and procedures, and whether they have been placed in operation, and I assessed control risk. Due to the small size of the Board, I did not evaluate the effectiveness of the internal control structure. Accordingly, I assessed control risk at a very high level (maximum) and expanded my substantive audit tests.

In accordance with the standards mentioned previously and provisions of state law, I am required to communicate to management, and include in my report, any matters involving the internal control structure and its operation that I consider to be a reportable condition under the standards established by the American Institute of Certified Public Accountants. Reportable conditions are matters that come to my attention relating to significant deficiencies in the design or operation of the internal control structure that, in my judgment, could adversely affect the Board's ability to (1) record, process, summarize, and report financial data consistent with the assertions of management in the financial statements or (2) comply with laws and regulations that could have a material impact on the financial statements.

In my consideration of the internal control structure, I noted that, as a material weakness, the size of the GIVES' operations is too small to provide for an adequate segregation of duties. GIVES' treasurer/secretary is charged with most of the responsibilities relating to the cash receipts and cash disbursement cycles. GIVES does, however, have various controls in place which tend to mitigate this problem, including: (1) having another person review and initial all bank reconciliations, (2) requiring dual signatures on all checks, and (3) requiring the presentation of financial reports on a monthly basis. Employing any additional controls may not be cost beneficial.

A material weakness is a reportable condition in which the design or operation of one or more of the internal control structure elements does not reduce to a relatively low level the risk that errors or irregularities in amounts that would be material in relation to the general purpose financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions.

My consideration of the internal control structure would not necessarily disclose all matters in the internal control structure that might be reportable conditions and, accordingly, would not necessarily disclose all reportable conditions that are also considered to be material weaknesses as defined above. However, I believe that the reportable condition noted above is a material weakness.

I did note other matters involving the internal control structure and its operations that were not considered to be reportable conditions. I have reported these matters to the management of GIVES in a separate report entitled "Memorandum of Advisory Comments".

This report is intended for the information of the Board, the President, management, all applicable Federal and State agencies, and the Legislative Auditor of the State of Louisiana and should not be used for any other purpose. However, this report is a matter of public record, and its distribution is not limited.

Paul C. Rivers, CPA

March 10, 1991

Paul C. Rivera, CPA

**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE
BASED ON AN AUDIT PERFORMED IN
ACCORDANCE WITH
GOVERNMENT AUDITING STANDARDS**

To the President and Board of Directors
Grand Isle Volunteer Emergency Services, Inc.
Grand Isle, Louisiana

I have audited the general purpose financial statements of the Grand Isle Volunteer Emergency Services, Inc. (GIVES), a non-profit entity d/b/a Ambulance District No. 2 of Jefferson Parish, as of and for the year-ended December 31, 1986, and have issued my report thereon dated March 13, 1987.

I conducted my audit in accordance with generally accepted auditing standards and Government Auditing Standards, issued by the Comptroller General of the United States. These standards require that I plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

Compliance with laws, regulations, contracts, and grants applicable to GIVES is the responsibility of GIVES's management. As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, I performed tests of GIVES's compliance with certain provisions of laws, regulations, contracts, and grants. However, the objective of my audit of the general purpose financial statements was not to provide an opinion on overall compliance with such provisions. Accordingly, I do not express such an opinion.

The results of my tests disclosed no instances of noncompliance that are required to be reported under Government Auditing Standards. However, I did note an immaterial instance of noncompliance which I have communicated to the management of GIVES in a separate report entitled "Memorandum of Advisory Comments".

This report is intended for the information of the Board of Commissioners, management, all applicable federal and state agencies, and the Legislative Auditor of the State of Louisiana and should not be used for any other purpose. However, this report is a matter of public record, and its distribution is not limited.

Paul C. Rivera, CPA

March 13, 1987