



Mary Taylor, CPA
Auditor of State

**DISTRICT BOARD OF HEALTH
VINTON COUNTY**

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Mary Taylor, CPA

Auditor of State

District Board of Health
Vinton County
P.O. Box 305
McArthur, Ohio 45651

To the Board of Health:

As you are aware, the Auditor of State's Office (AOS) must modify the *Independent Accountants' Report* we provide on your financial statements due to an interpretation from the American Institute of Certified Public Accountants (AICPA). While AOS does not legally require your government to prepare financial statements pursuant to Generally Accepted Accounting Principles (GAAP), the AICPA interpretation requires auditors to formally acknowledge that you did not prepare your financial statements in accordance with GAAP. Our Report includes an adverse opinion relating to GAAP presentation and measurement requirements, but does not imply the amounts the statements present are misstated under the non-GAAP basis you follow. The AOS report also includes an opinion on the financial statements you prepared using the cash basis and financial statement format the AOS permits.

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Mary Taylor, CPA
Auditor of State

June 20, 2007

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Mary Taylor, CPA

Auditor of State

INDEPENDENT ACCOUNTANTS' REPORT

District Board of Health
Vinton County
PO Box 305
McArthur, Ohio 45651

To the Board of Health:

We have audited the accompanying financial statements of the District Board of Health, Vinton County, Ohio (the District), as of and for the years ended December 31, 2006 and 2005. These financial statements are the responsibility of the District's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in the Comptroller General of the United States' *Government Auditing Standards*. Those standards require that we plan and perform the audit to reasonably assure whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe our audit provides a reasonable basis for our opinion.

As described more fully in Note 1, the District has prepared these financial statements using accounting practices the Auditor of State prescribes or permits. These practices differ from accounting principles generally accepted in the United States of America (GAAP). Although we cannot reasonably determine the effects on the financial statements of the variances between these regulatory accounting practices and GAAP, we presume they are material.

Instead of the combined funds the accompanying financial statements present, GAAP require presenting entity-wide statements and also to present the District's larger (i.e., major) funds separately. While the District does not follow GAAP, generally accepted auditing standards requires us to include the following paragraph if the statements do not substantially conform to GAAP presentation requirements. The Auditor of State permits, but does not require governments to reformat their statements. The District has elected not to follow GAAP statement formatting requirements. The following paragraph does not imply the amounts reported are materially misstated under the accounting basis the Auditor of State permits. Our opinion on the fair presentation of the amounts reported pursuant to its non-GAAP basis is in the second following paragraph.

In our opinion, because of the effects of the matter discussed in the preceding two paragraphs, the financial statements referred to above for the years ended December 31, 2006 and 2005 do not present fairly, in conformity with accounting principles generally accepted in the United States of America, the financial position of the District as of December 31, 2006 and 2005, or its changes in financial position for the years then ended.

Also, in our opinion, the financial statements referred to above present fairly, in all material respects, the combined fund cash balances of the District Board of Health, Vinton County, as of December 31, 2006 and 2005, and its combined cash receipts and disbursements for the years then ended on the accounting basis Note 1 describes.

The District has not presented Management's Discussion and Analysis, which accounting principles generally accepted in the United States of America has determined is necessary to supplement, although not required to be part of, the financial statements.

In accordance with *Government Auditing Standards*, we have also issued our report dated June 20, 2007, on our consideration of the District's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. While we did not opine on the internal control over financial reporting or on compliance, that report describes the scope of our testing of internal control over financial reporting and compliance, and the results of that testing. That report is an integral part of an audit performed in accordance with *Government Auditing Standards*. You should read it in conjunction with this report in assessing the results of our audit.

A handwritten signature in black ink that reads "Mary Taylor". The signature is written in a cursive, flowing style.

Mary Taylor, CPA
Auditor of State

June 20, 2007

DISTRICT BOARD OF HEALTH
VINTON COUNTY

**COMBINED STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND
CHANGES IN FUND CASH BALANCES
ALL GOVERNMENTAL FUND TYPES
FOR THE YEAR ENDED DECEMBER 31, 2006**

	<u>Governmental Fund Types</u>		<u>Totals (Memorandum Only)</u>
	<u>General</u>	<u>Special Revenue</u>	
Cash Receipts:			
Licenses, Permits, and Fees	\$ 107,421	\$ 1,069,441	\$ 1,176,862
Intergovernmental	288,674	229,047	517,721
Contractual Services		437,534	437,534
Other Receipts		1,802	1,802
	<hr/>	<hr/>	<hr/>
Total Cash Receipts	396,095	1,737,824	2,133,919
Cash Disbursements:			
Salaries	215,476	954,175	1,169,651
Supplies	10,375	32,860	43,235
Remittances to State		1,972	1,972
Equipment		8,114	8,114
Contracts - Services	20,047	195,341	215,388
Travel	9,452	84,758	94,210
Telephone		811	811
Building Rent		1,306	1,306
Postage		3,294	3,294
Public Employee's Retirement and Fringes	36,227	176,268	212,495
Insurance		20,657	20,657
Intergovernmental Expense	12,400	106,450	118,850
Other	143,660	112,745	256,405
Debt Service:			
Principal	1,229	1,229	2,458
Interest	277	277	554
	<hr/>	<hr/>	<hr/>
Total Cash Disbursements	449,143	1,700,257	2,149,400
Total Cash Receipts Over/(Under) Cash Disbursements	<hr/>	<hr/>	<hr/>
	(53,048)	37,567	(15,481)
Other Financing Receipts/(Disbursements):			
Transfers-In	682	14,674	15,356
Advances-In	16,530	48,074	64,604
Transfers-Out	(11,716)	(3,640)	(15,356)
Advances-Out	(48,074)	(16,530)	(64,604)
Proceeds from Loan	43,000		43,000
Reimbursements	6,919		6,919
Other Sources	825		825
	<hr/>	<hr/>	<hr/>
Total Other Financing Receipts/(Disbursements)	8,166	42,578	50,744
Excess of Cash Receipts and Other Financing Receipts Over/(Under) Cash Disbursements and Other Financing Disbursements	<hr/>	<hr/>	<hr/>
	(44,882)	80,145	35,263
Fund Cash Balances, January 1	<hr/>	<hr/>	<hr/>
	44,897	445,474	490,371
Fund Cash Balances, December 31	<hr/>	<hr/>	<hr/>
	\$ 15	\$ 525,619	\$ 525,634

The notes to the financial statements are an integral part of this statement.

DISTRICT BOARD OF HEALTH
VINTON COUNTY

**COMBINED STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND
CHANGES IN FUND CASH BALANCES
ALL GOVERNMENTAL FUND TYPES
FOR THE YEAR ENDED DECEMBER 31, 2005**

	<u>Governmental Fund Types</u>		<u>Totals (Memorandum Only)</u>
	<u>General</u>	<u>Special Revenue</u>	
Cash Receipts:			
Licenses, Permits, and Fees	\$ 83,504	\$ 916,486	\$ 999,990
Intergovernmental	282,433	316,250	598,683
Contractual Services		427,455	427,455
Other Receipts		5,634	5,634
Total Cash Receipts	<u>365,937</u>	<u>1,665,825</u>	<u>2,031,762</u>
Cash Disbursements:			
Salaries	212,884	870,563	1,083,447
Supplies	9,290	54,846	64,136
Remittances to State		2,000	2,000
Equipment		24,626	24,626
Contracts - Services	15,275	139,451	154,726
Travel	10,438	74,515	84,953
Telephone		1,303	1,303
Building Rent		4,392	4,392
Postage		978	978
Public Employee's Retirement and Fringes	33,812	129,555	163,367
Fringes		11,866	11,866
Insurance		25,785	25,785
Reserve Sick/Vacation		169	169
Intergovernmental Expense	12,400	105,656	118,056
Other	117,867	105,356	223,223
Total Cash Disbursements	<u>411,966</u>	<u>1,551,061</u>	<u>1,963,027</u>
Total Cash Receipts Over/(Under) Cash Disbursements	<u>(46,029)</u>	<u>114,764</u>	<u>68,735</u>
Other Financing Receipts/(Disbursements):			
Transfers-In	23		23
Advances-In	4,592	7,656	12,248
Transfers-Out		(23)	(23)
Advances-Out	(7,656)	(4,592)	(12,248)
Reimbursements	1,500	265	1,765
Payment for Services		(22,600)	(22,600)
Repayment of Loan to County	24,247		24,247
Other Sources	5,147		5,147
Total Other Financing Receipts/(Disbursements)	<u>27,853</u>	<u>(19,294)</u>	<u>8,559</u>
Excess of Cash Receipts and Other Financing Receipts Over/(Under) Cash Disbursements and Other Financing Disbursements	<u>(18,176)</u>	<u>95,470</u>	<u>77,294</u>
Fund Cash Balances, January 1	<u>63,073</u>	<u>350,004</u>	<u>413,077</u>
Fund Cash Balances, December 31	<u><u>\$ 44,897</u></u>	<u><u>\$ 445,474</u></u>	<u><u>\$ 490,371</u></u>

The notes to the financial statements are an integral part of this statement.

**DISTRICT BOARD OF HEALTH
VINTON COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2006 AND 2005**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Description of the Entity

The District Board of Health, Vinton County (the District), is a body corporate and politic established to exercise the rights and privileges conveyed to it by the constitution and laws of the State of Ohio. The District operates under an appointed five-member Board and an appointed health commissioner and is responsible for the administration of all health programs established by the Revised Code, the Ohio Department of Health, and the Public Health Council. The District's services include communicable disease investigations, immunization clinics, inspections, public health nursing and home health aide services and issues health-related licenses and permits.

Additionally, the District serves as the administrative agent of the Vinton County Family and Children First Council (the Council). The activities of the Council are reported as an Agency Fund within Vinton County's financial statements, since the County is the fiscal agent for the Council.

The District's management believes these financial statements present all activities for which the District is financially accountable.

B. Basis of Accounting

These financial statements follow the basis of accounting prescribed or permitted by the Auditor of State, which is similar to the cash receipts and disbursements basis of accounting. Receipts are recognized when received in cash rather than when earned, and disbursements are recognized when paid rather than when a liability is incurred.

These statements include adequate disclosure material matters, as prescribed or permitted by the Auditor of State.

C. Cash

As required by Ohio Revised Code, the County Treasurer is custodian for the District's cash. The District's assets are held in the County's cash and investment pool, and are valued at the County Treasurer's reported carrying amount.

D. Fund Accounting

The District uses fund accounting to segregate cash and investments that are restricted as to use. The District classifies its funds into the following types:

1. General Fund

The General Fund is the general operating fund. It is used to account for all financial resources except those restricted by law or contract.

2. Special Revenue Funds

These funds are used to account for proceeds from specific sources (other than from trusts or for capital projects) that are restricted to expenditure for specific purposes. The District had the following significant Special Revenue Funds:

**DISTRICT BOARD OF HEALTH
VINTON COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2006 AND 2005
(Continued)**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

D. FUND ACCOUNTING (Continued)

2. Special Revenue Funds

Public Health Nursing Fund – This fund receives fees for providing home nursing services to elderly and homebound persons.

Passport Fund – This fund receives contracted fees for service from Area Agency on Aging to provide home care and personal care for Medicaid eligible persons.

Women, Infants, and Children (WIC) Fund – This is a Federal grant fund used to account for the Special Supplemental Nutrition Program.

E. Budgetary Process

The Ohio Revised Code requires that each fund be budgeted annually.

1. Appropriations

Budgetary expenditures (that is, disbursements and encumbrances) may not exceed appropriations at the fund and function level of control, and appropriations may not exceed estimated resources. The Board must annually approve appropriation measures and subsequent amendments. The County Budget Commission must also approve the annual appropriation measure and amendments thereto. Appropriations lapse at year end.

2. Estimated Resources

Estimated resources include estimates of cash to be received (budgeted receipts).

3. Encumbrances

The Ohio Revised Code requires the District to reserve (encumber) appropriations when commitments are made. Encumbrances outstanding at year end are canceled, and reappropriated in the subsequent year. The District did not encumber all commitments required by Ohio law.

A summary of 2006 and 2005 budgetary activity appears in Note 2.

F. Property, Plant, and Equipment

Acquisitions of property, plant and equipment are recorded as disbursements when paid. These items are not reflected as assets on the accompanying financial statements.

G. Accumulated Leave

In certain circumstances, such as upon leaving employment, employees are entitled to cash payments for unused leave. Unpaid leave is not reflected as a liability under District's basis of accounting.

**DISTRICT BOARD OF HEALTH
VINTON COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2006 AND 2005
(Continued)**

2. BUDGETARY ACTIVITY

Budgetary activity for the years ended December 31, 2006 and 2005 follows:

2006 Budgeted vs. Actual Receipts			
Fund Type	Budgeted Receipts	Actual Receipts	Variance
General	\$ 440,800	\$ 447,521	\$ 6,721
Special Revenue	1,772,890	1,752,498	(20,392)
Total	\$ 2,213,690	\$ 2,200,019	\$ (13,671)

2006 Budgeted vs. Actual Budgetary Basis Expenditures			
Fund Type	Appropriation Authority	Budgetary Expenditures	Variance
General	\$ 485,697	\$ 460,859	\$ 24,838
Special Revenue	2,212,693	1,703,897	508,796
Total	\$ 2,698,390	\$ 2,164,756	\$ 533,634

2005 Budgeted vs. Actual Receipts			
Fund Type	Budgeted Receipts	Actual Receipts	Variance
General	\$ 407,700	\$ 372,607	\$ (35,093)
Special Revenue	1,632,784	1,673,746	40,962
Total	\$ 2,040,484	\$ 2,046,353	\$ 5,869

2005 Budgeted vs. Actual Budgetary Basis Expenditures			
Fund Type	Appropriation Authority	Budgetary Expenditures	Variance
General	\$ 470,773	\$ 411,966	\$ 58,807
Special Revenue	1,982,780	1,573,686	409,094
Total	\$ 2,453,553	\$ 1,985,652	\$ 467,901

3. INTERGOVERNMENTAL FUNDING

The County apportions the excess of the District's appropriations over other estimated receipts among the townships and municipalities composing the District, based on their taxable property valuations. The County withholds the apportioned excess from property tax settlements and distributes it to the District. The financial statements present these amounts as intergovernmental receipts.

The County Commissioners serve as a special taxing authority for a special levy outside the ten-mill limitation to provide the District with sufficient funds for health programs. The levy generated \$162,576 in 2006 and \$156,073 in 2005. The financial statements present these amounts as intergovernmental receipts.

**DISTRICT BOARD OF HEALTH
VINTON COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2006 AND 2005
(Continued)**

4. RETIREMENT SYSTEM

The District's full-time employees belong to the Public Employees Retirement System (PERS) of Ohio. PERS is a cost-sharing, multiple-employer plan. This plan provides retirement benefits, including postretirement healthcare, and survivor and disability benefits to participants as prescribed by the Ohio Revised Code.

Contribution rates are also prescribed by the Ohio Revised Code. For 2005 and 2006, PERS members contributed 8.5% and 9.0%, respectively, of their gross salaries. The District contributed an amount equal to 13.55% in 2005 and 13.7% in 2006 of participants' gross salaries. The District has paid all contributions required through December 31, 2006.

5. RISK MANAGEMENT

The Vinton County Commissioners maintain comprehensive insurance coverage with the Buckeye Joint-County Self-Insurance Council, a joint self-insurance pool which obtains private carrier insurance agreements for real property, building contents and vehicles. Vehicle policies include liability coverage for bodily injury and property damage. The District is covered by these policies.

6. CONTINGENT LIABILITIES

The District Board of Health is party to one legal proceeding. The District legal counsel does not believe this to have a material effect on the District.

Amounts received from grantor agencies are subject to audit and adjustment by the grantor. Any disallowed costs may require refunding to the grantor. Amounts which may be disallowed, if any, are not presently determinable. However, based on prior experience, management believes such refunds, if any, would be immaterial

7. DEBT

Debt outstanding at December 31, 2006 was as follows:

	Principal	Interest Rate
General Obligation Note - Building	\$ 40,947	5.15%

The building note was issued in 2006 in the amount of \$43,404 to purchase a modular building for the District. The full faith and credit of the District has been pledged to repay the debt.

Amortization of the above debt, including interest, is scheduled as follows:

Year ending December 31:	General Obligation Note Building
2007	\$ 12,047
2008	12,047
2009	12,047
2010	9,035
Total	\$ 45,176



Mary Taylor, CPA

Auditor of State

INDEPENDENT ACCOUNTANTS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS REQUIRED BY *GOVERNMENT AUDITING STANDARDS*

District Board of Health
Vinton County
P.O. Box 305
McArthur, Ohio 45651

To the Board of Health:

We have audited the financial statements of the District Board of Health, Vinton County, Ohio (the District), as of and for the years ended December 31, 2006 and 2005, and have issued our report thereon dated June 20, 2007, wherein we noted the District followed accounting practices prescribed by the Auditor of State rather than accounting principles generally accepted in the United States of America. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in the Comptroller General of the United States' *Government Auditing Standards*.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the District's internal control over financial reporting as a basis for designing our audit procedures for expressing our opinion on the financial statements, but not to opine on the effectiveness of the District's internal control over financial reporting. Accordingly, we have not opined on the effectiveness of the District's internal control over financial reporting.

Our consideration of internal control over financial reporting was for the limited purpose described in the preceding paragraph and would not necessarily identify all deficiencies in internal control over financial reporting that might be significant deficiencies or material weaknesses. However, as discussed below, we identified certain deficiencies in internal control over financial reporting that we consider to be significant deficiencies.

A control deficiency exists when the design or operation of a control does not allow management or employees, in performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the District's ability to initiate, authorize, record, process, or report financial data reliably in accordance with its applicable accounting basis, such that there is more than a remote likelihood that the Township's internal control will not prevent or detect a more-than-inconsequential financial statement misstatement.

We consider the following deficiency described in the accompanying Schedule of Findings to be a significant deficiency in internal control over financial reporting: 2006-001.

A material weakness is a significant deficiency, or combination of significant deficiencies resulting in more than a remote likelihood that the District's internal control will not prevent or detect a material financial statement misstatement.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in the internal control that might be significant deficiencies and, accordingly, would not necessarily disclose all significant deficiencies that are also material weaknesses. We do not believe the significant deficiency described above to be a material weakness.

We noted other matters that we reported to the District's management in a separate letter dated June 20, 2007.

Compliance and Other Matters

As part of reasonably assuring whether the District's financial statements are free of material misstatement, we tested its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could directly and materially affect the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and accordingly, we do not express an opinion. The results of our tests disclosed an instance of noncompliance that we must report under *Government Auditing Standards*, which is described in the accompanying Schedule of Findings as item 2006-001.

We also noted certain noncompliance or other matters not requiring inclusion in this report that we reported to the District's management in a separate letter dated June 20, 2007.

The District's response to the finding identified in our audit is described in the accompanying Schedule of Findings. We did not audit the District's response and, accordingly, we express no opinion on it.

We intend this report solely for the information and use of management and the Board of Health. We intend it for no one other than these specified parties.



Mary Taylor, CPA
Auditor of State

June 20, 2007

**DISTRICT BOARD OF HEALTH
VINTON COUNTY**

**SCHEDULE OF FINDINGS
DECEMBER 31, 2006 AND 2005**

1. FINDINGS RELATED TO THE FINANCIAL STATEMENTS REQUIRED TO BE REPORTED IN ACCORDANCE WITH GAGAS

FINDING NUMBER 2006-001

Noncompliance Citation/Significant Deficiency

Ohio Rev. Code Section 5705.41(D)(1) prohibits a subdivision or taxing entity from making any contract or ordering any expenditure of money unless a certificate signed by the fiscal officer is attached thereto. The fiscal officer must certify that the amount required to meet any such contract or expenditure has been lawfully appropriated and is in the treasury, or is in the process of collection to the credit of an appropriate fund free from any previous encumbrance.

There are several exceptions to the standard requirement stated above that a fiscal officer's certificate must be obtained prior to a subdivision or taxing authority entering into a contract or order involving the expenditure of money. The main exceptions are: "then and now" certificates, blanket certificates, and super blanket certificates, which are provided for in Sections 5705.41(D)(1) and 5705.41(D)(3), respectively, of the Ohio Revised Code.

1. "Then and Now" certificate – If the fiscal officer can certify that both at the time that the contract or order was made ("then"), and at the time that the fiscal officer is completing the certification ("now"), that sufficient funds were available or in the process of collection, to the credit of a proper fund, properly appropriated and free from any previous encumbrance, the Township can authorize the drawing of a warrant for the payment of the amount due. The Township has thirty days from the receipt of the "then and now" certificate to approve payment by ordinance or resolution.

Amounts of less than \$3,000 may be paid by the fiscal officer without a resolution or ordinance upon completion of the "then and now" certificate, provided that the expenditure is otherwise lawful. This does not eliminate any otherwise applicable requirement for approval of expenditures by the Township.

2. Blanket Certificate – Fiscal officers may prepare "blanket" certificates for a certain sum of money not in excess of an amount established by resolution or ordinance adopted by a majority of the members of the legislative authority against any specific line item account over a period not running beyond the end of the current fiscal year. The blanket certificates may, but need not, be limited to a specific vendor. Only one blanket certificate may be outstanding at one particular time for any one particular line item appropriation.
3. Super Blanket Certificate – The Township may also make expenditures and contracts for any amount from a specific line-item appropriation account in a specified fund upon certification of the fiscal officer for most professional services, fuel, oil, food items, and any other specific recurring and reasonably predictable operating expense. This certification is not to extend beyond the current year. More than one super blanket certificate may be outstanding at a particular time for any line item appropriation.

**DISTRICT BOARD OF HEALTH
VINTON COUNTY**

**SCHEDULE OF FINDINGS
DECEMBER 31, 2006 AND 2005
(Continued)**

1. FINDINGS RELATED TO THE FINANCIAL STATEMENTS REQUIRED TO BE REPORTED IN ACCORDANCE WITH GAGAS (Continued)

FINDING NUMBER 2006-001 (Continued)

Noncompliance Citation/Significant Deficiency (Continued)

38.5% of the transactions tested for 2005 and 30.8% of the transactions tested for 2006 were not certified by the District at the time the commitment was incurred and there was no evidence that the District followed the aforementioned exceptions. Failure to properly certify the availability of funds can result in overspending funds and negative cash fund balances.

Unless the exceptions noted above are used, prior certification is not only required by statute but is a key control in the disbursement process to assure that purchase commitments receive prior approval. To improve controls over disbursements and to help reduce the possibility of the Township's funds exceeding budgetary spending limitations, we recommend the County Auditor certify that the funds are or will be available prior to obligation by the District. When prior certification is not possible, "then and now" certification should be used.

We recommend the District officials and employees obtain the County Auditor's certification of the availability of funds prior to the commitment being incurred. The most convenient certification method is to use purchase orders that include the certification language Section 5705.41(D) requires to authorize disbursements. The County Auditor should sign the certification at the time the District incurs a commitment, and only when the requirements of Section 5705.41(D) are satisfied. The County Auditor should post approved purchase commitments to the proper appropriation code, to reduce the available appropriation.

Client's Response:

Blanket certificates are being utilized for certain expenditures. However, due to the timing of when actual expenditures are posted against the blanket certificates, we are overspending in some cases. We will monitor blanket certificates more closely (at least monthly). When any given certificate falls below 75% of its total available amount, we will open a new blanket certificate. In regards to the use of "then and now" certificates, we might seek additional clarification on whether these can be used for blanket certificates or specific vendors.



Mary Taylor, CPA
Auditor of State

DISTRICT BOARD OF HEALTH

VINTON COUNTY

CLERK'S CERTIFICATION

This is a true and correct copy of the report which is required to be filed in the Office of the Auditor of State pursuant to Section 117.26, Revised Code, and which is filed in Columbus, Ohio.

Susan Babbitt

CLERK OF THE BUREAU

**CERTIFIED
JULY 12, 2007**