

***MANSFIELD-ONTARIO-RICHLAND COUNTY  
BOARD OF HEALTH***

**RICHLAND COUNTY, OHIO**

**AUDIT REPORT**

**For the Year Ended December 31, 2005**

***Charles E. Harris and Associates, Inc.***  
**Certified Public Accountants and Government Consultants**





**Auditor of State  
Betty Montgomery**

Board of Trustees  
Mansfield-Ontario-Richland County Board of Health  
555 Lexington Avenue  
Mansfield, Ohio 44907

We have reviewed the *Report of Independent Accountants* of the Mansfield-Ontario-Richland County Board of Health prepared by Charles E. Harris & Associates, Inc. for the audit period January 1, 2005 through December 31, 2005. Based upon this review, we have accepted these reports in lieu of the audit required by Section 117.11, Revised Code. The Auditor of State did not audit the accompanying financial statements and, accordingly, we are unable to express, and do not express an opinion on them.

The financial statements in the attached report are presented in accordance with a regulatory basis of accounting prescribed or permitted by the Auditor of State's Office (AOS). Due to a February 2, 2005 interpretation from the American Institute of Certified Public Accountants (AICPA), modifications were required to the *Report of Independent Accountants* on your financial statements. While the 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. The attached report includes an opinion relating to GAAP presentation and measurement requirements, but does not imply the statements are misstated under the non-GAAP regulatory basis. The *Report of Independent Accountants* also includes an opinion on the financial statements using the regulatory format the AOS permits.

Our review was made in reference to the applicable sections of legislative criteria, as reflected by the Ohio Constitution, and the Revised Code, policies, procedures and guidelines of the Auditor of State, regulations and grant requirements. The Mansfield-Ontario-Richland County Board of Health is responsible for compliance with these laws and regulations.

A handwritten signature in black ink that reads "Betty Montgomery".

BETTY MONTGOMERY  
Auditor of State

June 23, 2006

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**MANSFIELD-ONTARIO-RICHLAND COUNTY BOARD OF HEALTH**  
**RICHLAND COUNTY, OHIO**  
**Audit Report**  
**For the year ended December 31, 2005**

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**REPORT OF INDEPENDENT ACCOUNTANTS**

To the Board of Health  
Mansfield-Ontario-Richland County Board of Health  
Mansfield, Ohio

We have audited the accompanying financial statements of the Mansfield-Ontario-Richland County Board of Health (the Board of Health), as of and for the year ended December 31, 2005. These financial statements are the responsibility of the Board of Health'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 *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about 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 that our audit provides a reasonable basis for our opinion.

As discussed in Note 1, the Board of Health 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. Although we cannot reasonably determine the effects on the financial statements of the variances between these regulatory accounting practices and accounting principles generally accepted in the United States of America, we presume they are material.

Revisions to GAAP would require the Board of Health to reformat its financial statement presentation and make other changes effective for the year ended December 31, 2005. Instead of the combined funds the accompanying financial statements present for 2005, the revision requires presenting entity wide statements and also to present larger (i.e. major) funds separately for 2005. While the Board of Health does not follow GAAP, generally accepted auditing standards require us to include the following paragraph if the statements do not substantially conform to the new GAAP presentation requirements. The Auditor of State permits, but does not require governments to reformat their statements. The Board of Health has elected not to reformat its statements. Since the Board of Health does not use GAAP to measure its financial statement amounts, 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 do not present fairly, in conformity with accounting principles generally accepted in the United States of America, the financial position of the Board of Health as of December 31, 2005, or its changes in financial position for the year then ended.

Also, in our opinion, the financial statements referred to above present fairly, in all material respects, the combined fund cash balances and reserves for encumbrances of the Mansfield-Ontario-Richland County Board of Health, Richland County, Ohio, as of December 31, 2005 and its combined cash receipts and disbursements for the year then ended on the basis of accounting described in Note 1.

The aforementioned revision to generally accepted accounting principles also requires the Board of Health to include Management's Discussion and Analysis for the year ended December 31, 2005. The Board of Health 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 14, 2006, on our consideration of the Board of Health'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. That report describes the scope of our testing of internal controls over financial reporting and compliance and the results of testing. It does not opine on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Governmental Auditing Standards*. You should read it in conjunction with this report in assessing the results of our audit.

Our audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise the Mansfield-Ontario-Richland County Board of Health's financial statements. The accompanying schedule of federal awards expenditures is presented for the purposes of additional analysis as required by *U.S. Office of Management and Budget Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations*, and is not a required part of the financial statements. Such information has been subjected to the auditing procedures applied in the audit of the financial statements and, in our opinion, is fairly stated in all material respects, in relation to the financial statements taken as a whole.

***Charles E. Harris & Associates, Inc.***  
June 14, 2006



**MANSFIELD/ONTARIO/RICHLAND COUNTY BOARD OF HEALTH**  
**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>		Total - (Memorandum Only)
	<u>General</u>	<u>Special Revenue</u>	
<b>Cash Receipts:</b>			
Local Taxes	\$ 1,979,718	\$ -	\$ 1,979,718
Fees, Licenses, and Permits	514,540	1,018,659	1,533,199
State Subsidy	240,081	-	240,081
Contractual Services-Local	25,206	413,244	438,450
Grants-State	-	70,808	70,808
Grants-Federal	-	1,021,982	1,021,982
Miscellaneous	17,577	1,570	19,147
<b>Total Cash Receipts</b>	<u>2,777,122</u>	<u>2,526,263</u>	<u>5,303,385</u>
<b>Cash Disbursements:</b>			
<b>Current</b>			
Salaries	1,157,815	1,837,652	2,995,467
Supplies	134,438	157,762	292,200
Building & Equipment Repairs	81,576	98,285	179,861
Contracts-Services	33,827	122,086	155,913
Travel & Training	44,919	46,471	91,390
Advertising & Printing	22,861	20,297	43,158
Professional Services	4,500	2,936	7,436
Legal Counsel	1,365	-	1,365
Vehicles	3,180	-	3,180
Audit	15,210	1,680	16,890
Utilities	95,434	40,309	135,743
Board Members Expenses	4,291	-	4,291
Fringe Benefits	435,584	657,044	1,092,628
Refunds	3,250	4,484	7,734
Others	52,520	321,225	373,745
<b>Debt Service:</b>			
Redemption of Principal	25,000	-	25,000
Interest and Fiscal Charges	14,950	-	14,950
<b>Total Cash Disbursements</b>	<u>2,130,720</u>	<u>3,310,231</u>	<u>5,440,951</u>
<b>Total Cash Receipts Over/(Under) Cash Disbursements</b>	<u>646,402</u>	<u>(783,968)</u>	<u>(137,566)</u>
<b>Other Financing Sources/(Uses):</b>			
Transfers-In	-	723,361	723,361
Transfers-Out	(723,361)	-	(723,361)
<b>Total Other Financing Sources/(Uses)</b>	<u>(723,361)</u>	<u>723,361</u>	<u>-</u>
<b>Excess of Cash Receipts and Other Financing Sources Over Cash Disbursements and Other Financing Uses</b>	<u>(76,959)</u>	<u>(60,607)</u>	<u>(137,566)</u>
<b>Fund Balance, January 1, 2005</b>	<u>2,597,303</u>	<u>126,920</u>	<u>2,724,223</u>
<b>Fund Balance, December 31, 2005</b>	<u>\$ 2,520,344</u>	<u>\$ 66,313</u>	<u>\$ 2,586,657</u>
<b>Reserves for Encumbrances, December 31</b>	<u>\$ 42,493</u>	<u>\$ 132,567</u>	<u>\$ 175,060</u>

See accompanying Notes to the Financial Statements.

**MANSFIELD-ONTARIO-RICHLAND COUNTY BOARD OF HEALTH  
RICHLAND COUNTY, OHIO**

**Notes To The Financial Statements  
For The Year Ended December 31, 2005**

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**A. DESCRIPTION OF THE ENTITY**

The Mansfield-Ontario-Richland County Board of Health, Mansfield-Ontario-Richland County, Ohio, (the Board of Health) 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 Board of Health is directed by a 13 member Board and a 29 member district advisory board. The County Auditor and County Treasurer are responsible for the fiscal control of the resources of the Board of Health, which are maintained in the fund described below. The Board provides medical assistance and public health safety. Also, Women, Infants and Children's Program (WIC) (with its own director and advisory board) are under the auspices of the Board of Health.

The Board of Health's management believes these financial statements present all activities for which the Board of Health 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. Budgetary presentations report budgetary expenditures when a commitment is made (i.e. when an encumbrance is approved.)

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

**C. CASH**

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

**D. FUND ACCOUNTING**

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

**1. General Fund**

The General Fund is the general operating fund of the Board of Health. It is used to account for all financial resources except those required to be accounted for in another fund.

MANSFIELD-ONTARIO-RICHLAND COUNTY BOARD OF HEALTH  
RICHLAND COUNTY, OHIO

Notes To The Financial Statements  
For The Year Ended December 31, 2005

1. **SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES** - (continued)

D. **FUND ACCOUNTING** - (continued)

2. **Special Revenue Funds**

To account for the proceeds of specific revenue sources that are restricted to expenditures for specific purposes. The Board of Health had the following significant Special Revenue Fund:

*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**

An appropriation measure is adopted by the Board of Health on or before the first Monday of April in each year for the period January 1 to December 31 of the following year. The appropriation measure is submitted to the County Auditor, who in turn, submits it to the County Budget Commission. The appropriation measure controls expenditures of the Board of Health. The Board of Health may, by resolution, transfer funds from one line item to another in the appropriation measure, reduce or increase any item, create new items, and make additional appropriations, subject to availability of funds and to the approval of the County Budget Commission.

2. **Estimated Resources**

Estimated resources include estimates of cash to be received (budgeted receipts) plus unencumbered balances as of January 1.

3. **Encumbrances**

The Ohio Revised Code requires the Board of Health to reserve (encumber) appropriations when commitments are made. Encumbrances outstanding at year-end are carried over into the subsequent year.

A summary of 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.

**MANSFIELD-ONTARIO-RICHLAND COUNTY BOARD OF HEALTH  
RICHLAND COUNTY, OHIO**

**Notes To The Financial Statements  
For The Year Ended December 31, 2005**

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - (continued)**

**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 the Board of Health's basis of accounting.

**2. BUDGETARY ACTIVITY**

Budgetary activity for the year ending December 31, 2005 is as follows:

<b>2005 Budgeted vs. Actual Receipts</b>			
<u>Fund Type</u>	<u>Budgeted Receipts</u>	<u>Actual Receipts</u>	<u>Variance</u>
General	\$2,516,902	\$2,777,122	\$260,220
Special Revenue	2,610,228	2,526,263	83,965
<b>Total</b>	<b><u>\$5,127,130</u></b>	<b><u>\$5,303,385</u></b>	<b><u>\$176,255</u></b>

<b>2005 Budgeted vs. Actual Budgetary Basis Expenditures</b>			
<u>Fund Type</u>	<u>Appropriation Authority</u>	<u>Budgetary Expenditures</u>	<u>Variance</u>
General	\$2,203,028	\$2,173,213	\$29,815
Special Revenue	3,582,791	3,442,798	139,993
<b>Total</b>	<b><u>\$5,785,819</u></b>	<b><u>\$5,616,011</u></b>	<b><u>\$169,808</u></b>

Richland County recognizes all fund types of the Board of Health as one fund, therefore, transfers were excluded from budgetary receipts and expenditures. Compliance was determined by combining all funds.

**3. PROPERTY TAX**

Real property taxes become a lien on January 1 preceding the October 1 date for which rates are adopted by the Board. The State Board of Tax Equalization adjust these rates for inflation. Property taxes are also reduced for applicable homestead and rollback deductions. Homestead and rollback amounts are then paid by the State, and reflected in accompanying financial statements as intergovernmental receipts. Payments are due to the County by December 31. If the property owner elects to make semiannual payments, the first half is due December 31. The second half payment is due the following June 20.

Tangible personal property tax is assessed by the property owners, who must file a list of such property to the County by each April 30.

The County is responsible for assessing property, and for billing, collecting, and distributing all property taxes on behalf of the Board of Health.

**MANSFIELD-ONTARIO-RICHLAND COUNTY BOARD OF HEALTH  
RICHLAND COUNTY, OHIO**

**Notes To The Financial Statements  
For The Year Ended December 31, 2005**

**4. RETIREMENT SYSTEMS**

Full-time employees belong to the Ohio Public Employees Retirement System (OPERS). OPERS is a cost sharing, multiple-employer plans. 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, OPERS members contributed 8.5% of their wages. The Board of Health contributed an amount equal to 13.55% of participants' gross salaries in the year. The Board of Health has paid all contributions required through December 31, 2005.

**5. RISK POOL MEMBERSHIP**

The Board of Health belongs to the Public Entities Pool of Ohio ("PEP"), a risk-sharing pool available to Ohio local governments. PEP provides property and casualty insurance for its members. PEP is a member of the American Public Entity Excess Pool (APEEP). Member governments pay annual contributions to fund PEP. PEP pays judgments, settlements and other expenses resulting from covered claims that exceed the members' deductibles.

**Casualty Insurance**

PEP retains casualty risk up to \$250,000 per claim, including automobile loss adjustment expenses. PEP pays a percentage of its contributions to APEEP. APEEP reinsures claims exceeding \$250,000, up to \$1,750,000 per claim and \$5,000,000 in aggregate per year. Governments can elect additional coverage, from \$2,000,000 to \$10,000,000, from General Reinsurance Corporation.

If losses exhaust PEP's retained earnings, APEEP covers PEP losses up to \$5,000,000 per year, subject to a per-claim limit of \$2,000,000.

**Property Insurance**

PEP retains property risks, including automobile physical damage, up to \$100,000 on any specific loss in any one occurrence. The Travelers Indemnity Company reinsures losses exceeding \$100,000 up to \$500,000,000 per occurrence. APEEP's Guarantee Fund pay losses and loss adjustment expenses exceeding operating contributions.

The aforementioned casualty and property reinsurance agreements do not discharge PEP's primary liability for claims payments on covered losses. Claims exceeding coverage limits are the obligation of the respective government.

**Financial Position**

PEP's financial statement (audited by other accountants) conform with generally accepted accounting principles, and reported the following assets, liabilities and retained earnings at December 31, 2004 and 2003 (the latest information available):

**MANSFIELD-ONTARIO-RICHLAND COUNTY BOARD OF HEALTH  
RICHLAND COUNTY, OHIO**

**Notes To The Financial Statements  
For The Year Ended December 31, 2005**

**5. RISK MANAGEMENT - (continued)**

<u>Casualty Insurance</u>	<u>2004</u>	<u>2003</u>
Assets	\$30,547,049	\$25,288,098
Liabilities	<u>(16,989,918)</u>	<u>(12,872,985)</u>
Retained Earnings	<u>\$13,557,131</u>	<u>\$12,415,113</u>
<u>Property Insurance</u>	<u>2004</u>	<u>2003</u>
Assets	\$3,652,970	\$3,158,813
Liabilities	<u>(544,771)</u>	<u>(792,061)</u>
Retained Earnings	<u>\$3,108,199</u>	<u>\$2,366,752</u>

The Board of Health also provides health insurance, dental, and vision coverage to full-time employees through a private carrier.

**6. DEBT OBLIGATION**

Debt outstanding at December 31, 2005, consisted of the following:

**General Obligation Bonds:**

Principal Outstanding	\$435,000
Interest Rates	2.5% - 3.5%

Outstanding general obligation bonds consist of bonds related to the Board of Health's new facility. General obligation bonds are direct obligations of both the Mansfield-Ontario-Richland County Board of Health and Richland County for which their full faith, credit and resources are pledged and are payable from taxes levied on all taxable property in County.

During 2005, the Board of Health paid principal and interest of \$39,950 on this debt, while the County paid an additional \$40,000 on behalf of the Board of Health. Richland County is required to pay principal and interest of \$40,000 each year for the life of the bond issue for a total of \$240,000.

The annual requirement to amortize all bonded debt outstanding as of December 31, 2005, including interest payments of \$50,700 are as follows:

<u>Year Ending December 31</u>	<u>Total General Obligation Bonds</u>	<u>Board of Health Portion</u>	<u>County Portion</u>
2006	\$78,325	\$38,325	\$40,000
2007	81,700	41,700	40,000
2008	79,775	39,775	40,000
2009	82,675	42,675	40,000
2010	80,425	40,425	40,000
2011	<u>82,800</u>	<u>42,800</u>	<u>40,000</u>
Total	<u>\$485,700</u>	<u>\$245,700</u>	<u>\$240,000</u>

**MANSFIELD-ONTARIO-RICHLAND COUNTY BOARD OF HEALTH  
RICHLAND COUNTY, OHIO**

**Notes To The Financial Statements  
For The Year Ended December 31, 2005**

**7. EQUITY IN POOLED CASH AND INVESTMENTS**

The Richland County Auditor acts as the fiscal agent for the Board of Health. The Richland County Treasurer maintains a cash and investment pool used by all funds held by the County, including those of the Board of Health. The Ohio Revised Code prescribes allowable deposits and investments.

The carrying amount of cash on deposit with the fiscal agent at December 31, 2005 was \$2,586,657.

**8. CONTINGENT LIABILITIES**

The Board of Health may be a defendant in various lawsuits. Although, the outcome of the lawsuits is not presently determinable, in the opinion of legal counsel, the resolution of these matters will not have a material adverse effect on the financial condition of the Board of Health.

**9. SUBSEQUENT EVENT**

On February 1, 2006, Virginia E. Jeffries, former registrar, pleaded guilty to one count of theft in office and seven counts of tampering with records. She was ordered to pay restitution of \$334,000.

As of June 2, 2006, the Board of Health has recovered \$15,000 from Ohio Farmers Insurance Company, \$60,381 from Virginia E. Jeffries' pension plan and \$2,350 from Virginia E. Jeffries. Virginia E. Jeffries is paying \$800 per month in restitution.

Also, the Board of Health has filed lawsuits against Virginia E. Jeffries' credit union, Empire Affiliates Credit Union, for accepting Board of Health deposits. As of the date of this report, the outcome of this suit is uncertain.

**MANSFIELD - ONTARIO - RICHLAND COUNTY BOARD OF HEALTH  
RICHLAND COUNTY**

**SCHEDULE OF FEDERAL AWARDS EXPENDITURES  
FOR YEAR ENDED DECEMBER 31, 2005**

Federal Grantor/Pass-Through Grantor/ Program Title	Federal CFDA Number	Program Number	Receipts	Expenditures
<b><u>U.S. DEPARTMENT OF AGRICULTURE</u></b>				
<i>Passed through the Ohio Department of Health</i>				
Special Supplement Food Program for Women, Infants and Children	10.557	70-1-001-1-CL-04	\$ 15,587	\$ -
	"	70-1-001-1-CL-05	370,193	371,239
	"	70-1-001-1-CL-06	105,875	99,677
Total U.S. Department of Agriculture			<u>491,655</u>	<u>470,916</u>
<b><u>U.S. DEPARTMENT OF TRANSPORTATION</u></b>				
<i>Passed through the Ohio Department of Public Safety</i>				
State & Community Highway Safety Grant	20.600	SC-2006-70-00-00-00528	-	10,845
	"	70027HDO-05 SA-N/1	22,964	25,102
Total U.S. Department of Transportation			<u>22,964</u>	<u>35,947</u>
<b><u>U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES</u></b>				
<i>Passed through the Ohio District 5 Area Agency on Aging, Inc.</i>				
Special Programs for the Aging: Title III, Part D Disease Prevention and Health Promotion Services	93.043	SS04-003-3D	2,325	449
	"	SS05-003-3D	6,712	8,637
Total Special Programs for Aging: Title III, Part D			<u>9,037</u>	<u>9,086</u>
Special Programs for the Aging: Title III, Part B Grants for Supportive Services and Senior Centers	93.044	SS04-003-3B	4,497	238
	"	SS05-003-3B	12,654	16,692
Total Special Programs for Aging: Title III, Part B			<u>17,150</u>	<u>16,930</u>
Total Ohio District 5 Area Agency on Aging, Inc.			26,187	26,017
<i>Passed through the Ohio Department of Health</i>				
Immunization Action Grant	93.268	70-1-001-2-AZ-04	23,928	22,973
		70-1-001-2-AZ-05	7,598	9,973
Total Immunization Action Grant			<u>31,526</u>	<u>32,946</u>
Centers for Disease & Prevention	93.283	70-1-001-2-BI-04	12,773	-
	"	70-1-001-2-BI-05	130,468	179,063
	"	70-1-001-2-BI-06	63,039	39,230
Breast & Cervical Cancer Early Detection Program-2006	"	70-1-001-2-AE-06	65,000	60,563
Breast & Cervical Cancer Early Detection Program-2005	93.919	70-1-001-2-AE-05	65,000	76,661
Total Centers for Disease and Prevention Grant; Breast and Cervical Cancer Early Detection Program			336,280	355,518
Preventive Health and Health Services Block Grant	93.991	70-1-001-2-ED-04	3,236	8,020
Total Preventive Health and Health Services Block Grant			<u>3,236</u>	<u>8,020</u>
Maternal and Child Health Services Block Grant	93.994	70-1-001-1-AI-05	54,572	63,049
	"	70-1-001-1-AI-06	23,070	47,229
Total Maternal and Child Health Services Block Grant to the States			<u>77,642</u>	<u>110,279</u>
<i>Passed through The City of Portsmouth, Ohio</i>				
HIV Prevention Activities-Health Department Based	93.940	2004	7,045	345
	"	2005	25,448	33,074
Total HIV Prevention Activities-Health Department Based			<u>32,492</u>	<u>33,419</u>
Total U.S. Department of Health & Human Services			<u>507,364</u>	<u>566,198</u>
Total Federal Assistance			<u>\$ 1,021,982</u>	<u>\$ 1,073,061</u>

See accompanying notes to the schedule of federal awards expenditures



**MANSFIELD-ONTARIO-RICHLAND COUNTY BOARD OF HEALTH  
RICHLAND COUNTY**

**Notes to the Schedule of Federal Award Expenditures  
For the Year Ended December 31, 2005**

**Note A- Significant Accounting Policies**

The accompanying Schedule of Federal Award Expenditures is a summary of the activity of the Board of Health's federal awards programs. The schedule has been prepared on the cash basis of accounting.

**Note B- Change in CFDA Numbers**

The accompanying schedule reports all such 2005 award amounts under the Department's Catalog of Federal Domestic Assistance (CFDA) numbers. The purposes and compliance requirements of these programs has not changed. A comparison of the former CFDA numbers reported in its 2004 Schedule compared with the Department's CFDA numbers reported in the 2005 schedule follows:

<u>Program</u>	<u>CFDA Number Used in Grant Year 2005</u>	<u>CFDA Number Used in Grant Year 2006</u>
Breast & Cervical Cancer Early Detection Program	93.919	93.283

*Charles E. Harris & Associates, Inc.*  
*Certified Public Accountants*

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**REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON  
COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL  
STATEMENTS REQUIRED BY GOVERNMENT AUDITING STANDARDS**

To the Board of Health  
Mansfield-Ontario-Richland County Board of Health, Richland County  
Mansfield, OH

We have audited the financial statements of the Mansfield-Ontario-Richland County Board of Health, Richland County, Ohio (Board of Health) as of and for the year ended December 31, 2005, and have issued our report thereon dated June 14, 2006, wherein we noted the Board of Health prepared its financial statements using accounting practices the Auditor of State prescribes 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 standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Internal Controls Over Financial Reporting

In planning and performing our audit, we considered the Board of Health's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide an opinion on the internal control over financial reporting. Our consideration of internal control would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a reportable condition in which the design or operation of one or more internal control components does not reduce to a relatively low level the risk that misstatements caused by error or fraud in amounts that would be material in relation to the 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. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Board of Health's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements and other matters, noncompliance with which could have a direct and material effect on 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 such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

This report is intended solely for the information and use of the management, the Board of Health and federal awarding agencies and pass-through entities is not intended to be and should not be used by anyone other than these specified parties.

*Charles E. Harris and Associates, Inc.*  
June 14, 2006

**REPORT ON COMPLIANCE WITH REQUIREMENTS APPLICABLE TO  
EACH MAJOR PROGRAM AND INTERNAL CONTROL OVER COMPLIANCE  
IN ACCORDANCE WITH OMB CIRCULAR A-133**

To the Board of Health  
Mansfield-Ontario-Richland County Board of Health  
Mansfield, Ohio

**Compliance**

We have audited the compliance of the Mansfield-Ontario-Richland County Board of Health with the types of compliance requirements described in U.S. Office of Management and Budget (*OMB*) *Circular A-133 Compliance Supplement* that are applicable to its major federal program for the year ended December 31, 2005. The Board of Health's major federal program is identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs. Compliance with the requirements of laws, regulations, contracts and grants applicable to its major federal program is the responsibility of the Board of Health's management. Our responsibility is to express an opinion on the Board of Health's compliance based on our audit.

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and *OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and *OMB Circular A-133* require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major program occurred. An audit includes examining, on a test basis, evidence about the Board of Health's compliance with those requirements and performing such other procedures, as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination on the Board of Health's compliance with those requirements.

In our opinion, the Board of Health complied, in all material respects, with the requirements referred to above that are applicable to its major federal program for the year ended December 31, 2005.

**Internal Control Over Compliance**

The management of the Board of Health is responsible for establishing and maintaining effective internal control over compliance with requirements of laws, regulations, contracts and grants applicable to federal programs. In planning and performing our audit, we considered the Board of Health's internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with *OMB Circular A-133*.

**Our consideration of the internal control over compliance would not necessarily disclose all matters in the internal control that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that noncompliance with applicable requirements of laws, regulations, contracts and grants caused by error or fraud that would be material in relation to a major federal program being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over compliance and its operation that we consider to be material weaknesses.**

**This report is intended for the information and use of management, the Board, and federal awarding agencies and pass-through entities, and is not intended to be and should not be used by anyone other than these specified parties.**

*Charles E. Harris & Associates, Inc.*  
**June 14, 2006**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
OMB CIRCULAR A-133 SECTION .505**

**MANSFIELD-ONTARIO-RICHLAND COUNTY BOARD OF HEALTH  
RICHLAND COUNTY  
December 31, 2005**

**1. SUMMARY OF AUDITOR'S RESULTS**

(d)(1)(i)	<i>Type of Financial Statement Opinion</i>	Unqualified
(d)(1)(ii)	<i>Were there any material control weakness conditions reported at the financial statement level (GAGAS)?</i>	No
(d)(1)(ii)	<i>Were there any other reportable control weakness conditions reported at the financial statement level (GAGAS)?</i>	No
(d)(1)(iii)	<i>Was there any reported material non-compliance at the financial statement level (GAGAS)?</i>	No
(d)(1)(iv)	<i>Were there any material internal control weakness conditions reported for major federal programs?</i>	No
(d)(1)(iv)	<i>Were there any other reportable internal control weakness conditions reported for major federal programs?</i>	No
(d)(1)(v)	<i>Type of Major Programs' Compliance Opinion</i>	Unqualified
(d)(1)(vi)	<i>Are there any reportable findings under Section .510</i>	No
(d)(1)(vii)	<i>Major Programs:</i>	Maternal and Child Health Services Block Grant to the States CFDA 93.994 Breast & Cervical Cancer Detection Program-2006 Centers for Disease & Prevention Investigation in Technical Assistance CFDA 93.283 Breast & Cervical Cancer Detection Program-2005 CFDA 93.919
(d)(1)(viii)	<i>Dollar Threshold: Type A\B Programs</i>	Type A: > \$300,000 Type B: all others
(d)(1)(ix)	<i>Low Risk Auditee?</i>	Yes

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS - (continued)**  
**OMB CIRCULAR A-133 SECTION .505**

**MANSFIELD-ONTARIO-RICHLAND COUNTY BOARD OF HEALTH**  
**RICHLAND COUNTY**  
**December 31, 2005**

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

None

**3. FINDINGS AND QUESTIONED COSTS FOR FEDERAL AWARDS**

None.

**MANSFIELD-ONTARIO-RICHLAND COUNTY BOARD OF HEALTH  
RICHLAND COUNTY**

**SCHEDULE OF PRIOR AUDIT FINDINGS  
DECEMBER 31, 2005**

<b>FINDING NUMBER</b>	<b>FUNDING SUMMARY</b>	<b>FULLY CORRECTED?</b>	<b>Not Corrected. Partially Corrected; Significantly Different Corrective Action Taken; or Finding No Longer Valid; Explain</b>
<b>2004-001</b>	<b>Controls for vital statistics revenue were being circumvented.</b>	<b>Yes</b>	<b>The Board of Health has implemented controls for vital statistic revenue to prevent theft.</b>





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**MANSFIELD ONTARIO RICHLAND BOARD OF HEALTH**

**RICHLAND 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 6, 2006**