

**STATE BOARD OF ACCOUNTS**  
**302 West Washington Street**  
**Room E418**  
**INDIANAPOLIS, INDIANA 46204-2769**

SUPPLEMENTAL COMPLIANCE REPORT

OF

PERRY COUNTY, INDIANA

January 1, 2013 to December 31, 2013



**FILED**  
07/18/2014



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### SCHEDULE OF OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
Auditor	Connie A. Berger	01-01-11 to 12-31-14
Treasurer	Judy A. Pund	01-01-11 to 12-31-14
Clerk	Jean Schulthise	01-01-11 to 12-31-14
Sheriff	Lee Chestnut	01-01-11 to 12-31-14
Recorder	Mary Lee Smith	01-01-13 to 12-31-16
President of the Board of County Commissioners	Thomas J. Hauser	01-01-13 to 12-31-14
President of the County Council	Robert A. Cassidy (Vacant) Steve Goodson Stanley E. Goffinet	01-01-13 to 04-30-13 05-01-13 to 05-29-13 05-30-13 to 12-31-13 01-01-14 to 12-31-14



**STATE OF INDIANA**  
AN EQUAL OPPORTUNITY EMPLOYER

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TO: THE OFFICIALS OF PERRY COUNTY, INDIANA

This report is supplemental to our audit report of Perry County (County), for the period from January 1, 2013 to December 31, 2013. It has been provided as a separate report so that the reader may easily identify any Audit Results and Comments that pertain to the County. It should be read in conjunction with our Financial Statement and Federal Single Audit Report of the County, which provides our opinions on the County's financial statement and federal program compliance. This report may be found at [www.in.gov/sboa/](http://www.in.gov/sboa/).

As authorized under Indiana Code 5-11-1, we performed procedures to determine compliance with applicable Indiana laws and uniform compliance guidelines established by the Indiana State Board of Accounts. The Audit Results and Comments contained herein describe the identified reportable instances of noncompliance found as a result of these procedures. Our tests were not designed to identify all instances of noncompliance; therefore, noncompliance may exist that is unidentified.

Any Official Response to the Audit Results and Comments, incorporated within this report, was not verified for accuracy.

*Paul D. Joyce*  
Paul D. Joyce, CPA  
State Examiner

May 29, 2014

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COUNTY HEALTH DEPARTMENT  
PERRY COUNTY

COUNTY HEALTH DEPARTMENT  
PERRY COUNTY  
AUDIT RESULTS AND COMMENTS

***CONDITION OF RECORDS***

Financial records presented for audit were incomplete and not reflective of the activity of the County Health Department. The records presented did not provide sufficient information to audit or establish beginning balances, receipts, disbursements, ending balances, or the accuracy or correctness of the transactions.

Some of the deficiencies include:

1. No Ledger presented for audit.
2. No receipts presented for audit for a period of over three months.
3. Report of Collections not presented to Auditor's Office timely.

Controls over the receipting, disbursing, recording, and accounting for the financial activities are necessary to avoid substantial risk of invalid transactions, inaccurate records and financial statements and incorrect decision making. (Accounting and Uniform Compliance Guidelines Manual for Counties of Indiana, Chapter 1)

***PUBLIC RECORDS RETENTION***

The Ledger of Receipts, Disbursements, and Balances was not presented for audit. In addition, receipts for the Nurse and Adult Vaccine collections were not retained and available for audit for a period of two months, and Vital Records and Coroner's Continuing Education Fee collections were not retained and available for audit for a period of over eight months.

Indiana Code 5-15-6-3(f), concerning destruction of public records, states in part: "Original records may be disposed of only with the approval of the commission according to guidelines established by the commission."

Supporting documentation such as receipts, canceled checks, tickets, invoices, bills, contracts, and other public records must be available for audit to provide supporting information for the validity and accountability of monies disbursed. Payments without supporting documentation may be the personal obligation of the responsible official or employee. (Accounting and Uniform Compliance Guidelines Manual for Counties of Indiana, Chapter 1)

COUNTY HEALTH DEPARTMENT  
PERRY COUNTY  
EXIT CONFERENCE

The contents of this report were discussed on May 29, 2014, with Stephen Syler, M.D., Health Officer; Donille James, Registrar, Vital Records; Sara Gehlhausen, Public Health Nurse; and Connie A. Berger, Auditor.

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COUNTY AUDITOR  
PERRY COUNTY

COUNTY AUDITOR  
PERRY COUNTY  
AUDIT RESULT AND COMMENT

***FUND SOURCES AND USES***

The County posted the COIT distributions for all of the taxing units in Perry County to the COIT Distribution fund (Fund 7313). COIT distributions were then made to all of the taxing units, with the exception of Perry County's share. The County's share of the COIT distributions should have been transferred to Distributive Share fund (Fund 1121); however, the County appropriated and disbursed directly from the COIT Distribution fund (Fund 7313). This resulted in a yearend balance of \$11,419.73 in the COIT Distribution fund (Fund 7313) instead of the zero balance required.

Sources and uses of funds should be limited to those authorized by the enabling statute, ordinance, resolution, or grant agreement. (Accounting and Uniform Compliance Guidelines Manual for County Auditors of Indiana, Chapter 14)

COUNTY AUDITOR  
PERRY COUNTY  
EXIT CONFERENCE

The contents of this report were discussed on May 29, 2014, with Connie A. Berger, Auditor.