# Mid-Michigan District Health Department
## Stanton, Michigan

## FINANCIAL STATEMENTS

## September 30, 2015

Mid-Michigan District Health Department

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Principals

Dale J. Abraham, CPA
Steven R. Kirinovic, CPA
Aaron M. Stevens, CPA
Eric J. Glashouwer, CPA
Alan D. Panter, CPA
William I. Tucker IV, CPA

ABRAHAM & GAFFNEY, P.C.
Certified Public Accountants

3511 Coolidge Road
Suite 100
East Lansing, MI 48823
(517) 351-6836
FAX: (517) 351-6837

INDEPENDENT AUDITOR'S REPORT

Board of Public Health
Mid-Michigan District Health Department
Stanton, Michigan

**Report on the Financial Statements**

We have audited the accompanying financial statements of the governmental activities and the major fund of the Mid-Michigan District Health Department (the Department), as of and for the year ended September 30, 2015, and the related notes to the financial statements, which collectively comprise the Department's basic financial statements as listed in the table of contents.

***Management's Responsibility for the Financial Statements***

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

***Auditor's Responsibility***

Our responsibility is to express opinions 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 from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

### *Opinions*

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and the major fund of the Mid-Michigan District Health Department as of September 30, 2015, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### *Changes in Accounting Principles*

As discussed in Note O to the financial statements, the Department implemented GASB Statement No. 68, *Accounting and Financial Reporting for Pensions*, during the year. As a result, the financial statements now recognize the Department's unfunded defined pension benefit obligation as a liability for the first time and more comprehensively and comparably measures the annual costs of pension benefits. The statement also enhances accountability and transparency through revised note disclosures and required supplemental information (RSI). Our opinions are not modified with respect to this matter.

Also as discussed in Note O to the financial statements, the Department implemented GASB Statement No. 71, *Pension Transition for Contributions Made Subsequent to the Measurement Date - An Amendment of GASB Statement No. 68*, during the year. As a result, the Department recognized a beginning deferred outflow of resources for its pension contributions made subsequent to the measurement date of the beginning net pension liability. Our opinions are not modified with respect to this matter.

### *Other Matters*

*Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, budgetary comparison information, defined benefit plan schedule of changes in employer net pension liability and related ratios, defined benefit plan schedule of employer contributions, and other post-employment benefits schedules of funding progress and employer contributions, as identified in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

*Other Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Department's basic financial statements. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Nonprofit Organizations*, and is not a required part of the basic financial statements.

The schedule of expenditures of federal awards is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

**Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated March 10, 2016, on our consideration of the Department's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Department's internal control over financial reporting and compliance.

Abraham & Gaffney, P.C.

ABRAHAM & GAFFNEY, P.C.
Certified Public Accountants

March 10, 2016

Mid-Michigan District Health Department
*Your Public Health Experts; Connecting with the Community and Exceeding Expectations*
615 N. State St., Suite 2, Stanton, MI 48888 - 989.831.5237 - fax 989.831.5522 - www.mmdhd.org

# Management's Discussion and Analysis
# For Fiscal Year Ended September 30, 2015

This section of the annual financial statements, titled Management's Discussion and Analysis, represents the administration's review of the Department's financial performance during the fiscal year ended September 30, 2015, and is a requirement of GASB 34. The Management's Discussion and Analysis is intended to be read in conjunction with the Department's financial statements.

Generally accepted accounting principles (GAAP) according to GASB 34 require the reporting of two types of financial statements: Government-wide financial statements and Fund Level financial statements.

## Financial Highlights

- The assets and deferred outflows of resources of the Department exceeded its liabilities at September 30, 2015, by $1,111,204 at the government-wide level. Of this amount, $825,499 (unrestricted net position) may be used to meet the Department's ongoing obligations.
- The Department's total net position increased $643,013 as a result of this year's operations.
- As of September 30, 2015, the Department's governmental fund reported an ending fund balance of $2,638,818, an increase of $892,045.
- As of September 30, 2015, the unassigned fund balance was $406,042.

## Overview of the Financial Statements

The Department's basic financial statements comprise three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

**Government-wide Financial Statements:** The government-wide financial statements provide information about the activities of the entire Department. They present an overall view of the Department's finances, reporting the assets and liabilities on fiscal year ending September 30, 2015.

The statement of net position presents information on all of the Department's assets and liabilities, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Department is improving or deteriorating.

The statement of activities presents information showing how the government's net position changed during fiscal year 2014/15. All changes in net position are reported as soon as the change occurs, regardless of the timing of related cash flows.

All of the Department's offices are supported by intergovernmental revenues, governmental grants, donations, fees and charges for services, interest, and local contributions. The governmental activities of the Department are all considered health and sanitation programs.

The government-wide financial statements include only financial information related to the Department.

**Fund Financial Statements:** A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Department uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The Department operates with one fund, which is considered a governmental fund.

**Governmental funds:** Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and governmental fund statement of revenues, expenditures, and changes in fund balance provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The Department adopts an annual appropriated budget for its Health Fund. A budgetary comparison statement has been provided for this fund to demonstrate compliance with this budget.

The basic financial statements can be found on pages 1-6 of this report.

**Notes to the Financial Statements:** The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 7-23 of this report.

**Other Information:** In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information concerning budgeted revenues and expenditures on page 24, and funding progress for the defined pension plan and retired employees health care plans on pages 25-27. Other supplementary information concerning federal awards can be found on pages 28-29 of this report.

## Government-wide Financial Analysis

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. In the case of the Department, assets and deferred outflows of resources exceeded liabilities by $1,111,204. A comparative analysis of data with the previous fiscal year is as follows:

| | 2015 | 2014 |
|---|---|---|
| Current and other assets | $ 3,548,112 | $ 2,542,795 |
| Capital assets | 285,705 | 292,415 |
| Total assets | 3,833,817 | 2,835,210 |
| Deferred Outflows of Resources | 294,602 | - |
| Current liabilities | 1,130,000 | 904,433 |
| Noncurrent liabilities | 1,887,215 | 394,002 |
| Total liabilities | 3,017,215 | 1,298,435 |
| Net position | | |
| Investment in capital assets | 285,705 | 292,415 |
| Unrestricted | 825,499 | 1,244,360 |
| Total net position | $ 1,111,204 | $ 1,536,775 |

Unrestricted net position (the part of net position that can be used to finance day-to-day operations) decreased by $418,861. This represents a decrease of approximately 51 percent. Net position invested in capital assets decreased by $6,710. This represents a decrease of approximately 2 percent. The current level of unrestricted net position for the governmental activities stands at $825,499, or approximately 13 percent of annual expenses. This is within the Department's desired range.

The following table shows the changes of net position for the years ended September 30, 2015 and 2014. (Note: the 2014 column is prior to the implementation of GASB Statement No. 68, which was effective for fiscal years beginning after June 25, 2014.)

| | 2015 | 2014 |
|---|---|---|
| Program revenues | | |
| Charges for services | $ 2,288,421 | $ 1,464,467 |
| Operating grants and contributions | 3,125,091 | 2,877,676 |
| General revenue | | |
| County appropriations | 1,389,207 | 1,351,849 |
| Cigarette tax | - | 5,091 |
| Interest | 1,314 | 2,017 |
| Total revenues | 6,804,033 | 5,701,100 |
| Program expenses | 6,161,020 | 5,797,985 |
| Change in net position | $ 643,013 | $ (96,885) |

Total expenses increased less than 1 percent over the previous fiscal year, mainly due to an increase in normal operating expenses.

Total operating grants increased $247,415 mainly due to an increase in the amount of Vaccine For Children (VFC) vaccines received during the fiscal year.

## Financial Analysis of the Government's Fund

As noted earlier, the Department uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

**Governmental Fund:** The focus of the Department's governmental fund is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the Department's financing requirements. In particular, unassigned fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

As of the end of the current fiscal year, the Department's governmental fund reported a total ending fund balance of $2,638,818; an increase of $892,045 in comparison with the prior year. Certain constraints have been placed on fund balance at September 30, 2015. Those constraints consist of $50,886 in prepaids being considered nonspendable and $2,181,890 having been committed for specific purposes. The remaining amount of $406,042 is considered unassigned fund balance. See Note N for more information on fund balance constraints.

As a measure of the governmental fund's liquidity, it may be useful to compare assignable (committed, assigned, and unassigned) fund balance, total fund balance, and unassigned fund balance to total fund expenditures. Assignable fund balance ($2,587,932) and total fund balance ($2,638,818) represent approximately 43 percent and 44 percent, respectively, of total fund expenditures. Unassigned fund balance represents approximately 7 percent of total expenditures.

## Governmental Fund Budgetary Highlights

Over the course of the year, the Department's Board of Public Health may amend the budget to take into account events that occur during the year. For the year ended September 30, 2015, budget amendments primarily increased and decreased licenses and permits, intergovernmental, and charges for services revenue and certain expenditure line items by amounts necessary to maintain consistency with actual activities for the fiscal year. In total, the Department's amended expenditure budget changed from $5,897,829 to $6,839,414, which represented only a relatively small increase in the overall agency budget.

## Capital Asset and Debt Administration

**Capital Assets:** The Department's investment in capital assets as of September 30, 2015, amounts to $285,705 (net of accumulated depreciation). See Note D for more information on capital assets.

**Long-term Obligations:** The Department has long-term obligations related to compensated absences (e.g., unused vacation and personal leave). The total obligation for compensated absences and related payroll taxes at September 30, 2015, was $573,285. Of that total, $397,706 is expected to be paid within one year. See Note F for more information on long-term debt.

## Economic Factors and Next Year's Budget and Rates

For the fiscal year ending September 30, 2015, close monitoring of State budget actions will continue to be important related to lack of economic increases and/or further possible cuts in funding provided through State grant agreements and other State funding mechanisms such as Essential Local Public Health Services, Medicaid Cost, and Rated Based Reimbursement funding supplements. The agency continues to closely monitor environmental health permit applications activity to determine if there are any significant changes in activity. The agency is focusing efforts on increasing reimbursement by billing commercial insurances for services provided in Community Health and Education Division. The Agency's operating budget could be significantly impacted by changes in State funding, permit activity and billing reimbursement, therefore, will be monitored closely.

## Requests for Information

This financial report is designed to provide a general overview of the Department's finances for all those with an interest in the Department's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to:

**Melissa Bowerman**
**Administration Services Division Director**
**Mid-Michigan District Health Department**
**615 N. State St., Suite 2**
**Stanton, MI 48888**
**Office: 989-831-5237**
**Fax: 989-831-5522**
**E-mail: mbowerman@mmdhd.org**

# BASIC FINANCIAL STATEMENTS

Mid-Michigan District Health Department

STATEMENT OF NET POSITION

September 30, 2015

| | Governmental Activities |
|---|---|
| ASSETS | |
| Current assets | |
| Cash | $ 6,007 |
| Cash on deposit with fiscal agent | 2,929,274 |
| Accounts receivable | 152,317 |
| Current portion of contracts receivable | 36,000 |
| Due from other governmental units | |
| Federal/State | 169,354 |
| Local | 10,009 |
| Prepaids | 50,886 |
| Inventories | 53,265 |
| Total current assets | 3,407,112 |
| Noncurrent assets | |
| Noncurrent portion of contracts receivable | 141,000 |
| Capital assets not being depreciated | 40,000 |
| Capital assets, net of accumulated depreciation | 245,705 |
| Total noncurrent assets | 426,705 |
| TOTAL ASSETS | 3,833,817 |
| DEFERRED OUTFLOWS OF RESOURCES | |
| Deferred outflows of resources related to pensions | 294,602 |
| LIABILITIES | |
| Current liabilities | |
| Accounts payable | 125,473 |
| Accrued wages | 230,116 |
| Accrued liabilities | 105,162 |
| Due to others | 18,091 |
| Unearned revenue | 253,452 |
| Current portion of compensated absences | 397,706 |
| Total current liabilities | 1,130,000 |
| Noncurrent liabilities | |
| Noncurrent portion of compensated absences | 175,579 |
| Net other post-employment benefit obligation | 279,335 |
| Net pension liability | 1,432,301 |
| Total noncurrent liabilities | 1,887,215 |
| TOTAL LIABILITIES | 3,017,215 |
| NET POSITION | |
| Investment in capital assets | 285,705 |
| Unrestricted | 825,499 |
| TOTAL NET POSITION | $ 1,111,204 |

See accompanying notes to financial statements.

# Mid-Michigan District Health Department

## STATEMENT OF ACTIVITIES

Year Ended September 30, 2015

| Functions/Programs | Expenses | Program Revenues: Charges for Services | Program Revenues: Operating Grants and Contributions | Net (Expense) Revenues and Changes in Net Position |
|---|---|---|---|---|
| Governmental activities | | | | |
| Health and welfare | | | | |
| Community health and education | $ 3,479,861 | $ 1,700,064 | $ 2,182,196 | $ 402,399 |
| Environmental health | 1,137,579 | 577,430 | 626,015 | 65,866 |
| Administration | 1,543,580 | 10,927 | 316,880 | (1,215,773) |
| Total | $ 6,161,020 | $ 2,288,421 | $ 3,125,091 | (747,508) |
| General revenues | | | | |
| Interest | | | | 1,314 |
| County appropriations | | | | |
| Regular | | | | 1,100,469 |
| Other | | | | 288,738 |
| Total general revenues | | | | 1,390,521 |
| Change in net position | | | | 643,013 |
| Restated net position, beginning of the year | | | | 468,191 |
| Net position, end of the year | | | | $ 1,111,204 |

See accompanying notes to financial statements.

Mid-Michigan District Health Department

Governmental Fund

BALANCE SHEET

September 30, 2015

| | General Operating Fund |
|---|---|
| ASSETS | |
| Cash | $ 6,007 |
| Cash on deposit with fiscal agent | 2,929,274 |
| Receivable | |
| Accounts | 152,317 |
| Contracts | 177,000 |
| Due from other governmental units | |
| Federal/State | 169,354 |
| Local | 10,009 |
| Prepaids | 50,886 |
| Inventories | 53,265 |
| TOTAL ASSETS | $ 3,548,112 |
| LIABILITIES | |
| Accounts payable | $ 125,473 |
| Accrued wages | 230,116 |
| Accrued liabilities | 105,162 |
| Due to others | 18,091 |
| Unearned revenue | 253,452 |
| TOTAL LIABILITIES | 732,294 |
| DEFERRED INFLOWS OF RESOURCES | |
| Unavailable revenue | 177,000 |
| FUND BALANCE | |
| Nonspendable | 50,886 |
| Committed | 2,181,890 |
| Unassigned | 406,042 |
| TOTAL FUND BALANCE | 2,638,818 |
| TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCE | $ 3,548,112 |

See accompanying notes to financial statements.

Mid-Michigan District Health Department

RECONCILIATION OF THE GOVERNMENTAL FUND BALANCE SHEET
TO THE STATEMENT OF NET POSITION

September 30, 2015

| | | |
|---|---|---|
| **Total fund balance - governmental fund** | | $ 2,638,818 |
| Amounts reported for the governmental activities in the statement of net position are different because: | | |
| Capital assets used in governmental activities are not financial resources and therefore are not reported as assets in the governmental fund. | | |
| The cost of capital assets is | $ 1,066,680 | |
| Accumulated depreciation is | (780,975) | |
| Capital assets, net | | 285,705 |
| Long-term receivables are not available to pay for current period expenditures and, therefore, are considered unavailable in the funds. | | |
| Unavailable revenue | | 177,000 |
| Governmental funds report actual pension expenditures for the fiscal year, whereas the governmental activities will recognize the net pension liability as of the measurement date. Pension contributions subsequent to the measurement date will be deferred in the statement of net position. In addition, resources related to changes of assumptions, differences between expected and actual experience, and differences between projected and actual pension plan investment earnings will be deferred over time in the government-wide financial statements. These amounts consist of: | | |
| Deferred outflows of resources related to pensions | | 294,602 |
| Long-term liabilities are not due and payable in the current period and therefore are not reported as liabilities in the fund. Long-term liabilities at year-end consist of: | | |
| Compensated absences | (573,285) | |
| Net other post-employment benefit obligation | (279,335) | |
| Net pension liability | (1,432,301) | |
| | | (2,284,921) |
| **Net position of governmental activities** | | $ 1,111,204 |

See accompanying notes to financial statements.

Mid-Michigan District Health Department

Governmental Fund

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE

Year Ended September 30, 2015

| | General Operating Fund |
|---|---|
| REVENUES | |
| Licenses and permits | $ 577,430 |
| Intergovernmental | |
| Federal/State | 2,615,666 |
| Local | 467,187 |
| Charges for services | 1,727,513 |
| Interest | 1,314 |
| Other | 61,716 |
| TOTAL REVENUES | 5,450,826 |
| EXPENDITURES | |
| Current | |
| Salaries and wages | 3,254,907 |
| Fringe benefits | 1,232,212 |
| Supplies and materials | 464,549 |
| Contractual services | 171,548 |
| Communications | 68,303 |
| Travel and training | 178,221 |
| Insurance | 33,124 |
| Building and equipment lease and rentals | 363,885 |
| Printing and advertising | 11,835 |
| Postage | 19,984 |
| Other | 15,065 |
| Capital outlay | 134,355 |
| TOTAL EXPENDITURES | 5,947,988 |
| EXCESS OF REVENUES (UNDER) EXPENDITUES | (497,162) |
| OTHER FINANCING SOURCES | |
| County appropriations - regular | 1,100,469 |
| County appropriations - other | 288,738 |
| TOTAL OTHER FINANCING SOURCES | 1,389,207 |
| NET CHANGE IN FUND BALANCE | 892,045 |
| Fund balance, beginning of year | 1,746,773 |
| Fund balance, end of year | $ 2,638,818 |

See accompanying notes to financial statements.

Mid-Michigan District Health Department

RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE OF THE GOVERNMENTAL FUND TO THE STATEMENT OF ACTIVITIES

Year Ended September 30, 2015

| | | |
|---|---|---|
| **Net change in fund balance - governmental fund** | | $ 892,045 |
| Amounts reported for governmental activities in the statement of activities are different because: | | |
| Capital outlays are reported as expenditures in governmental funds. However, in the statement of activities, the cost of capital assets is allocated over their estimated useful lives as depreciation expense. In the current period, these amounts are: | | |
| Capital outlay | $ 51,381 | |
| Depreciation expense | (58,091) | |
| Excess of depreciation expense over capital outlay | | (6,710) |
| Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the fund. | | |
| (Decrease) in unavailable revenue | | (36,000) |
| Some items reported in the statement of activities do not require the use of current financial resources and therefore are not reported as expenditures in the governmental fund. These activities consist of: | | |
| (Increase) in compensated absences | (85,027) | |
| (Increase) in net other post-employment benefit obligation | (52,180) | |
| (Increase) in net pension liability | (179,111) | |
| Increase in deferred outflows of resources related to pensions | 109,996 | |
| | | (206,322) |
| **Change in net position of governmental activities** | | $ 643,013 |

See accompanying notes to financial statements.

**NOTE A: DESCRIPTION OF ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The Mid-Michigan District Health Department (the Department) is a joint venture between Montcalm, Gratiot, and Clinton Counties, and was established to provide public health services. The Board of Public Health is represented by and provides services to Montcalm, Gratiot, and Clinton Counties. Each County provides annual appropriations and passes through the statutory amounts of cigarette tax funding to subsidize operations. The current funding formula approved by the Board of Public Health requires Montcalm, Gratiot, and Clinton Counties to provide approximately 38, 26, and 36 percent, respectively of the total County appropriations. In addition, the treasury function for the Department rests with the Montcalm County Treasurer.

The Department's financial statements are prepared in accordance with generally accepted accounting principles (GAAP). The Governmental Accounting Standards Board (GASB) is responsible for establishing GAAP for state and local governments through its pronouncements (Statements and Interpretations). The more significant accounting policies established in GAAP and used by the Department are discussed below.

The primary revenues of the Department are charges for services, Federal and State grants, and County appropriations.

1. Reporting Entity

As required by accounting principles generally accepted in the United States of America, these financial statements are exclusive presentations of the financial condition and results of operations of the Department. The Department is considered a "joint venture" of Montcalm, Gratiot, and Clinton Counties.

2. Basis of Presentation

GOVERNMENT-WIDE FINANCIAL STATEMENTS

The statement of net position and the statement of activities (the government-wide financial statements) present information for the Department as a whole. All non-fiduciary activities of the primary government are included (i.e., fiduciary fund activities are not included in the government-wide financial statements).

The government-wide financial statements are presented using the economic resources measurement focus, similar to that used by business enterprises or not-for-profit organizations. Because another measurement focus is used in the governmental fund financial statements, reconciliations are provided that explain the differences in detail.

The statement of activities presents the direct functional expenses of the Department and the program revenues that support them. Direct expenses are specifically associated with a service, program, or department and are therefore clearly identifiable to a particular function. Program revenues are associated with specific functions and include charges to recipients for goods or services and grants and contributions that are restricted to meeting the operational or capital requirements of that function. Revenues that are not required to be presented as program revenues are general revenues. This includes interest and all County appropriations and shows how governmental functions are either self-financing or supported by the general revenues of the Department.

FUND FINANCIAL STATEMENTS

The Department uses a single fund to maintain its financial records during the year. A fund is defined as a fiscal and accounting entity with a self-balancing set of accounts. The governmental fund financial statements present the Department's individual major fund.

The major fund of the Department is:

a. General Operating Fund - This fund is used to account for all financial resources of the Department, which are restricted to expenditures for specified health related purposes.

## NOTE A: DESCRIPTION OF ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONTINUED

3. Basis of Accounting

Basis of accounting refers to the timing under which transactions are recognized for financial reporting purposes. Governmental fund financial statements use the modified accrual basis of accounting. The government-wide financial statements are prepared using the accrual basis of accounting.

Under the accrual basis of accounting, revenue is recorded in the period in which it is earned and expenses are recorded when incurred, regardless of the timing of related cash flows. Revenues for grants and contributions are recognized when all eligibility requirements imposed by the provider have been met. Unearned revenue is recorded when resources are received by the Department before it has legal claim to them, such as when grant monies are received prior to the incurrence of qualified expenses.

Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available). “Measurable” means the amount of the transaction can be determined and “available” means the length of time used for purposes of revenue recognition in the governmental fund financial statements is sixty (60) days. Revenues susceptible to accrual include state and federal grants and interest revenue. Other revenues are not susceptible to accrual because generally they are not measurable until received in cash. Expenditures are recorded when the related fund liability is incurred, except for principal and interest on general long-term debt which are recorded when due.

If/when both restricted and unrestricted resources are available for use, it is the Department’s policy to use restricted resources first, then unrestricted resources as they are needed.

4. Measurement Focus

The government-wide financial statements are presented using the economic resources measurement focus, similar to that used by business enterprises or not-for-profit organizations. Because another measurement focus is used in the governmental fund financial statements, reconciliations to the government-wide financial statements are provided that explain the differences in detail.

The governmental fund is presented using the current financial resources measurement focus. With this measurement focus, only current assets, deferred outflows of resources, current liabilities, and deferred inflows of resources 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 fund balance.

5. Budgets and Budgetary Accounting

The annual budget of the Department is prepared by Department management and approved by the Board of Public Health at the total expenditure level. Any revisions to the original budget are approved by the Board of Public Health before the end of the fiscal year.

6. Cash

Cash consists of the Department’s payroll and accounts payable checking accounts and imprest cash.

7. Cash Held with Fiscal Agent

Cash held with fiscal agent consist of cash on deposit with the Montcalm County Treasurer.

## NOTE A: DESCRIPTION OF ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONTINUED

8. Receivables

Receivables consist of amounts due from governmental units for various grant programs and accounts receivable for charges for services to clients and other organizations.

The Department has recognized the revenue related to charges for services at the time the services are performed and billed to the extent such amounts are estimated to be received. Contractual adjustments by third-party payers are treated as a reduction to revenues.

9. Prepaids

Payments made to vendors for services that will benefit future periods are recorded as prepaid expenditures/expenses.

10. Inventories

Inventories are stated at cost on a first in/first out basis. Donated vaccine inventory consists of vaccines received from the State of Michigan and is stated at fair value as of the date of donation. Vaccine inventory received from the State of Michigan that is on hand at year-end has been reported as unearned revenue. They are reported as expenditures at the time individual inventory items are used.

11. Capital Assets

Capital assets are recorded (net of accumulated depreciation, if applicable) in the government-wide financial statements. Capital assets are those with an initial individual cost of $5,000 or more, with estimated useful lives of more than one (1) year. Capital assets are not recorded in the governmental fund. Instead, capital acquisitions are reflected as expenditures in the governmental fund, and the related assets are reported in the government-wide financial statements. All purchased capital assets are valued at cost where historical records are available and at an estimated historical cost where no historical records exist. Donated capital assets are valued at their estimated fair market value on the date received.

The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized. Depreciation is computed using the straight-line method over the following useful lives:

| | |
|---|---|
| Leasehold Improvements | 10 years |
| Equipment | 5 - 20 years |

12. Unearned Revenue

The Department has recorded unearned revenue at the government-wide and the fund level equaling the amount of vaccine inventory received from the State of Michigan that is on hand at year-end. Unearned revenue has also been recorded for various grant programs when cash has been received before the related expenditures have been made; therefore, the grant dollars are considered unearned.

13. Compensated Absences

The Department employees are granted vacation and sick leave in varying amounts. In the event of termination, an employee is paid for certain portions of unused accumulated vacation and sick time. This amount has been recorded as a current and noncurrent liability in the government-wide financial statements.

**NOTE A: DESCRIPTION OF ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONTINUED**

14. Net Pension Liability

The net pension liability is deemed to be a noncurrent liability and is recognized in the statement of net position.

15. Deferred Outflows/Inflows of Resources

In addition to assets and liabilities, the statement of financial position or balance sheet will, when applicable, report separate sections for deferred outflows of resources and deferred inflows of resources. *Deferred outflows of resources*, a separate financial statement element, represents a consumption of net position or fund balance, respectively, that applies to a future period and so will not be recognized as an outflow of resources (expense/expenditure) until that time. *Deferred inflows of resources*, a separate financial statement element, represents an acquisition of net position or fund balance, respectively, that applies to a future period and so will not be recognized as an inflow of resources (revenue) until that time.

The Department reports deferred outflows of resources in the statement of net position which corresponds to the Department's net pension liability and is related to differences between expected and actual experience, changes in assumptions, differences between projected and actual pension plan investment earnings, and contributions made subsequent to the measurement date. These amounts are deferred and recognized as an outflow of resources in the period to which they apply.

The Department reports deferred inflows of resources in the balance sheet. This item only arises under the modified accrual basis of accounting. Accordingly, the item, unavailable revenue, is reported only in the governmental funds balance sheet. The governmental funds report unavailable revenues from revenues collected subsequent to sixty (60) days after year end. These amounts are deferred and recognized as inflows of resources in the period that the amounts become available.

16. Comparative Data

Comparative data for the prior year have not been presented in the accompanying financial statements since its inclusion would make the statements unduly complex and difficult to read.

**NOTE B: CASH**

In accordance with Michigan Compiled Laws, the Department is authorized to invest in the following investment vehicles:

1. Bonds, securities, and other obligations of the United States or an agency or instrumentality of the United States.

2. Certificates of deposit, savings accounts, deposit accounts, or depository receipts of a State or nationally chartered bank or a State or Federally chartered savings and loan association, savings bank, or credit union whose deposits are insured by an agency of the United States government and which maintains a principal office or branch office located in this State under the laws of this State or the United States, but only if the bank, savings and loan association, savings bank or credit union is eligible to be a depository of surplus funds belonging to the State under Section 6 of 1855 PA 105, MCL 21.146.

3. Commercial paper rated at the time of purchase within the three (3) highest classifications established by not less than two (2) standard rating services and which matures not more than 270 days after the date of purchase.

**NOTE B:  CASH - CONTINUED**

4. The United States government or Federal agency obligations repurchase agreements.

5. Bankers acceptances of United States Banks.

6. Mutual funds composed of investment vehicles, which are legal for direct investment by local units of government in Michigan.

Deposits

The Department's bank deposits at September 30, 2015, are composed of the following:

| Account Type | Carrying Amount | Bank Balance |
|---|---|---|
| Checking | $ 1,800 | $ 27,570 |

Bank deposits in the checking accounts noted above of the Department are at federally insured banks located in the State of Michigan with all accounts maintained in the name of the Department. As of September 30, 2015, the Department's checking accounts noted above were fully insured by the Federal Deposit Insurance Corporation (FDIC).

The cash caption on the balance sheet includes $4,207 in imprest cash and $2,929,274 in cash that is on deposit with the Montcalm County Treasurer. The cash on deposit with the Montcalm County Treasurer is part of the County pooled cash and investments. As a result, the insured and uninsured amounts related to these amounts cannot be determined.

Credit Risk

State law limits investments in certain types of investments to a prime or better rating issued by nationally recognized statistical rating organizations (NRSRO's). As of September 30, 2015, the Department does not have any investments that would be subject to rating.

Interest Rate Risk

The Department will minimize interest rate risk, which is the risk that the market value of securities in the portfolio will fall due to changes in market interest rates, by designing its portfolio in a manner to attain a market rate of return throughout the budgetary and economic cycles while preserving and protecting capital.

Concentration of Credit Risk

The Department will minimize concentration of credit risk, which is the risk of loss attributed to the magnitude of the Department's investment in a single issuer, by diversifying the investment portfolio to prevent over concentration of assets in a specific maturity, individual financial institution, or specific class of securities.

**NOTE C: LONG-TERM CONTRACTS RECEIVABLE**

The Department entered into agreements on June 1, 2009 and February 1, 2011, with Michigan Community Dental Clinics, Inc. (MCDC) to lease office space and equipment and turnover the Department's dental services to MCDC. In return, MCDC is paying the Department a sum of money ($270,000 and $115,000) over a period of ten (10) years. The amounts attributable to these long-term contracts receivable have been recorded at the fund level as contracts receivable and unavailable revenue. The following is a summary of future annual revenue from MCDC for the agreements signed with the Department on June 1, 2009 and February 1, 2011, each effective for ten (10) years:

| Year Ended September 30, | Office Lease | Equipment Lease |
|---|---|---|
| 2016 | $ 24,000 | $ 12,000 |
| 2017 | 24,000 | 12,000 |
| 2018 | 24,000 | 12,000 |
| 2019 | 24,000 | 12,000 |
| 2020 | 4,000 | 12,000 |
| 2021-2022 | - | 17,000 |
| | $ 100,000 | $ 77,000 |

**NOTE D: CAPITAL ASSETS**

The following provides a summary of the changes in capital assets for the year ended September 30, 2015:

| | Balance Oct. 1, 2014 | Additions | Deletions | Balance Sept. 30, 2015 |
|---|---|---|---|---|
| Capital assets not being depreciated | | | | |
| Construction in progress | $ - | $ 40,000 | $ - | $ 40,000 |
| Capital assets being depreciated | | | | |
| Equipment | 861,380 | 11,381 | (34,846) | 837,915 |
| Leasehold improvements | 188,765 | - | - | 188,765 |
| Subtotal | 1,050,145 | 11,381 | (34,846) | 1,026,680 |
| Less accumulated depreciation for: | | | | |
| Equipment | (653,907) | (39,215) | 34,846 | (658,276) |
| Leasehold improvements | (103,823) | (18,876) | - | (122,699) |
| Subtotal | (757,730) | (58,091) | 34,846 | (780,975) |
| Net capital assets being depreciated | 292,415 | (46,710) | -0- | 245,705 |
| Capital assets, net | $ 292,415 | $ (6,710) | $ -0- | $ 285,705 |

Depreciation expense has been allocated to governmental functions as follows: Community Health and Education $48,857, Environmental Health $823, and Administration $8,411.

## NOTE E: LEASE AGREEMENTS

On December 1, 2008, the Department entered into a lease agreement with Montcalm Area Intermediate School District to lease office space located at the Montcalm Area Career Center Facility. The effective date of the lease was December 1, 2008, until November 30, 2018, and the lease agreement calls for annual rental payments of $1.

On June 2, 2011, the Department entered into a lease agreement with Clinton County to lease office space located in St. Johns, Michigan. The effective date of the new lease is October 1, 2011, until September 30, 2021, and calls for annual rental payments of $20,100. Michigan Community Dental Clinics, Inc. (MCDC) is a sub-lessee of the office space and pays Clinton County directly each month.

## NOTE F: LONG-TERM DEBT

The following is a summary of changes in long-term debt (including current portion) of the Department for the year ended September 30, 2015:

| | Balance Oct. 1, 2014 | Additions | Deletions | Balance Sept. 30, 2015 | Amounts Due Within One Year |
|---|---|---|---|---|---|
| Compensated absences | $ 488,258 | $ 423,747 | $ (338,720) | $ 573,285 | $ 397,706 |

Compensated Absences

Employees of the Department are granted vacation and sick leave amounts in varying amounts based on length of service. Upon termination of employment, employees are paid for these compensated absences based on past practice and employment agreements.

Compensated absences are a liability to the Department which are split between current and noncurrent liabilities within the government-wide financial statements based on an estimate of when they will be due and payable. Payments to employees for compensated absences are recorded as expenditures when they are used and payments are actually made to the employees at the fund level.

At September 30, 2015, the Department's total liability for compensated absences and related payroll taxes amounted to $573,285, of which $397,706 has been classified as a current liability.

## NOTE G: RISK MANAGEMENT

The Department is a voluntary member of the Michigan Municipal Risk Management Authority which is organized under Public Act 138 of 1982, as amended as a governmental group self-insurance pool. Public Act 138 authorizes local units of government to exercise jointly any power, privilege, or authority which each might exercise separately. The Authority administers a risk management fund providing the Department with loss protection for general liability, property damage, and losses due to crime. Settled claims relating to the insurance have not exceeded the amount of insurance coverage in any of the past three (3) fiscal years.

The Department also carries commercial insurance for the risk of loss due to workers' compensation and healthcare professional liability claims. Settled claims relating to the commercial insurance have not exceeded the amount of insurance coverage in any of the past three (3) years.

## NOTE H: RETIREMENT PLAN

### Plan Description

The employer's defined benefit pension plan provides certain retirement, disability, and death benefits to plan members and beneficiaries. The employer participates in the Municipal Employees Retirement System (MERS) of Michigan. MERS is an agent multiple-employer, statewide public employee pension plan established by the Michigan's Legislature under Public Act 135 of 1945 and administered by a nine (9) member Retirement Board. MERS issues a publicly available financial report that includes financial statements and required supplementary information. This report may be obtained accessing MERS website at www.mersofmich.com.

### Summary of Significant Accounting Policies

For the purposes of measuring the Net Pension Liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Municipal Employees Retirement System (MERS) of Michigan and additions to/deductions from MERS' fiduciary net position have been determined on the same basis as they are reported by MERS. For this purposes, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

### Benefits Provided

Benefits provided include plans with multipliers ranging from 2.00% to 2.25%.

Vesting period ranging from 6 to 10 years.

Normal retirement age is 60 with early retirement at 50 with 25 years of service or 55 with 15 years of service.

Final average compensation is calculated based on 5 years. Member contributions range from 2.58% to 3.00%.

At the December 31, 2014, valuation date, the following employees were covered by the benefit terms:

| | |
|---|---|
| Inactive employees or beneficiaries receiving benefits | 48 |
| Inactive employees entitled to but not yet receiving benefits | 36 |
| Active employees | 76 |
| | 160 |

### Contributions

The employer is required to contribute amounts at least equal to the actuarially determined rate, as established by the MERS Retirement Board. The actuarially determined rate is the estimated amount necessary to finance the cost of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The employer may establish contribution rates to be paid by its covered employees.

Employer contributions range from 6.49% to 15.97% based on annual payroll for open divisions. There were no divisions closed to new hires as of December 31, 2014.

### Net Pension Liability

The employer's Net Pension Liability was measured as of December 31, 2014, and the total pension liability used to calculate the Net Pension Liability was determined by an annual actuarial valuation as of that date.

**NOTE H: RETIREMENT PLAN - CONTINUED**

Actuarial assumptions

The total pension liability in the December 31, 2014, annual actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation: 3%-4%

Salary increases: 4.5% in the long-term (1%, 2%, and 3% for calendar years 2014, 2015, and 2016, respectively).

Investment rate of return: 8.0%, net of investment expenses, including inflation.

Although no specific price inflation assumptions are needed for the valuation, the 4.5% long-term wage inflation assumption would be consistent with a price inflation of 3%-4%.

Mortality rates used were based on the 1994 Group Annuity Mortality Table of a 50% Male and 50% Female blend. For disabled retirees, the regular mortality table is used with a 10-year set forward in ages to reflect the higher expected mortality rates of disabled members.

The actuarial assumptions used in valuation were based on the results of the most recent actuarial experience study in 2008.

The long-term expected rate of return on pension plan investments was determined using a model method in which the best-estimate ranges of expected future real rates of return (expected returns, net of investment and administrative expenses and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the following table:

| Asset Class | Target Allocation | Long-Term Expected Real Rate of Return |
|---|---|---|
| Global Equity | 57.50% | 5.02% |
| Global Fixed Income | 20.00% | 2.18% |
| Real Assets | 12.50% | 4.23% |
| Diversifying Strategies | 10.00% | 6.56% |

Discount Rate

The discount rate used to measure the total pension liability is 8.25%. The projection of cash flows used to determine the discount rate assumes that employer and employee contributions will be made at the rates agreed upon for employees and the actuarially determined rates for employers. Based on these assumptions, the pension plan’s fiduciary net position was projected to be available to pay all projected future benefit payments of current active and inactive employees. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

**NOTE H: RETIREMENT PLAN - CONTINUED**

Changes in Net Pension Liability

Calculating the Net Pension Liability

| | Increase (Decrease) | | |
|---|---|---|---|
| | Total Pension Liability (a) | Plan Fiduciary Net Position (b) | Net Pension Liability (a)-(b) |
| Balances at December 31, 2013 | $ 8,821,617 | $ 7,568,427 | $ 1,253,190 |
| Changes for the Year | | | |
| Service Cost | 257,983 | - | 257,983 |
| Interest on Total Pension Liability | 720,117 | - | 720,117 |
| Changes in benefits | - | - | -0- |
| Difference between expected and actual experience | - | - | -0- |
| Changes in assumptions | - | - | -0- |
| Employer contributions | - | 251,231 | (251,231) |
| Employee contributions | - | 87,771 | (87,771) |
| Net investment income | - | 477,547 | (477,547) |
| Benefit payments, including employee refunds | (443,826) | (443,826) | -0- |
| Administrative expense | - | (17,561) | 17,561 |
| Other changes | (1) | - | (1) |
| Net changes | 534,273 | 355,162 | 179,111 |
| Balances as of December 31, 2014 | $ 9,355,890 | $ 7,923,589 | $ 1,432,301 |

Sensitivity of the Net Pension Liability to changes in the discount rate

The following presents the Net Pension Liability of the employer, calculated using the discount rates of 8.25%, as well as what the employer's Net Pension Liability would be using a discount rate that is 1% lower (7.25%) or 1% higher (9.25%) than the current rate.

| | 1% Decrease | Current Discount Rate | 1% Increase |
|---|---|---|---|
| Net pension liability | $ 2,602,039 | $ 1,432,301 | $ 454,371 |

**NOTE H: RETIREMENT PLAN - CONTINUED**

Pension Expenses and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

For the year ended September 30, 2015, the employer recognized pension expenses of $316,902. The employer reported deferred outflows and inflows of resources related to pensions from the following sources:

| | Deferred Outflows of Resources | Deferred Inflows of Resources |
|---|---|---|
| Differences between expected and actual experience | $ - | $ - |
| Changes in assumptions | - | - |
| Net difference between projected and actual earnings on pension plan investments | 113,440 | - |
| Contributions subsequent to the measurement date* | 181,162 | - |
| Total | $ 294,602 | $ -0- |

* The amount reported as deferred outflows of resources resulting from contributions subsequent to the measurement date will be recognized as a reduction in the Net Pension Liability for the year ending September 30, 2016.

Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows. These amounts are exclusive of the employer contributions to the plan made subsequent to the measurement date ($181,162), which will impact the net pension liability in fiscal year 2016, rather than pension expense.

Amounts reported as deferred outflows and inflows of resources related to pensions will be recognized in pension expense as follows:

| Year Ended September 30, | Pension Expense |
|---|---|
| 2016 | $ 28,360 |
| 2017 | 28,360 |
| 2018 | 28,360 |
| 2019 | 28,360 |

**NOTE I: OTHER POST-EMPLOYMENT BENEFITS**

Plan Description

The Department provides other post-employment benefits (OPEB) to all applicable employees, in accordance with the employment agreements and/or personnel policies, hospitalization and medical coverage on a complimentary basis for non-union employees who retire at the minimum age of 60 and have at least 20 or more years of continuous service with the Department. The following are the Governmental Accounting Standards Board (GASB) Statement No. 45 required disclosures and these disclosures have been implemented prospectively by the Department.

- Only employees meeting the above stated requirements, a non-union member that is a minimum age of 60 with 20 or more years of continuous service are eligible. Dependents are not eligible for any employer paid insurance and if coverage is elected for dependents, it will be 100% employee paid.

- Employees who do not meet the above stated criteria will not receive employer paid benefits upon retirement.

- Coverage ends at the earlier of a retiree attainment of age 65 of death.

The plan does not issue a separate stand-alone financial statement.

Funding Policy

The Department's annual other post-employment benefit (OPEB) cost is calculated based on the *annual required contribution of the employer* (ARC). The Department has elected to have an actuary calculate the ARC and related amounts. The Department has no obligation to make contributions in advance of when the premiums are due for payment (i.e., may be financed on a "pay-as-you-go" basis). Administrative costs of the plan are paid for by the Department.

Funding Progress

For the year ended September 30, 2015, the Department has determined an estimated cost of providing retiree post-employment benefits through an actuarial valuation. The valuation computes an ARC which represents a level of funding that, if paid on an ongoing basis, is projected to cover normal cost each year and to cover the amortization of any unfunded actuarial liabilities from the past, over a period not to exceed fourteen (14) years.

The Department's computed contribution and actual funding is summarized as follows:

| | |
|---|---|
| Annual required contribution (ARC) | $ 61,446 |
| Interest on net OPEB obligation | 9,086 |
| ARC adjustment | (18,352) |
| Annual OPEB cost | 52,180 |
| Amounts contributed | |
| Payments of current premiums (gross of employee reimbursement) | - |
| Increase in net OPEB obligation | 52,180 |
| Net OPEB obligation - Beginning of year | 227,155 |
| Net OPEB obligation - End of year | $ 279,335 |

**NOTE I: OTHER POST-EMPLOYMENT BENEFITS - CONTINUED**

Funding Progress - continued

The annual OPEB cost, the percentage contributed to the plan, and the net OPEB obligation for the fiscal years ended September 30, were as follows:

| | 2013 | 2014 | 2015 |
|---|---|---|---|
| Annual OPEB cost | $ 52,228 | $ 55,594 | $ 52,180 |
| Percentage contributed | 0% | 0% | 0% |
| Net OPEB obligation | $ 171,561 | $ 227,155 | $ 279,335 |

This trend information was obtained from the most recently issued valuation reports.

The funding of the plan as of September 30, 2015, the most recent valuation available, is as follows:

| | |
|---|---|
| Actuarial value of assets | $ - |
| Actuarial accrued liability (AAL) | 412,176 |
| Unfunded AAL (UAAL) | 412,176 |
| Funded ratio | 0% |
| Annual covered payroll | $ 914,691 |
| Ratio of UAAL to covered payroll | 45% |

Actuarial Methods and Assumptions

Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of potential occurrences of certain events in the future. Examples include assumption about future employment, mortality, healthcare costs trends, inflation, etc. Amounts determined regarding the funded status of the plan and the annual required contributions of the Department are subject to constant changes and modifications as actual results are compared with past expectations and new estimates and assumptions are made about the future. The actuarial cost method used was the entry age normal (level percent) method. The amortization method was the level percent method and the most recent actuarial valuation period is closed.

Projections of retiree benefits for financial reporting purposes are based on current plan activities as it is handled by the Department and the benefits are received by the eligible plan members and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the Department and plan members. The actuarial methods and assumptions used include techniques that are designed to reduce the effects of short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations. Projections of benefits for financial reporting purposes do not explicitly incorporate the potential effects of legal or contractual funding limitations on the pattern of cost sharing between the Department and plan members in the future.

In the actuarial valuation, the entry age normal actuarial cost method was used. The actuarial assumptions include a 4 percent yearly rate of investment return, compounded annually net after investment expense, which is the expected long-term investment returns on plan assets and a 4 percent discount rate. There were also merit and seniority salary rate increase assumptions taken into consideration and those are detailed in the actuarial study and are based on age. There was also an inflationary rate assumption factored into the calculation. Per the actuarial study, the assumed rate ranges from 8 percent graded down to 5 percent over six (6) years for health care related costs. The UAAL is being amortized as a level percent over a period of 14 years. A 30-year amortization period for unfunded actuarial accrued liabilities is the maximum period that complies with GASB requirements.

## NOTE J: DEFERRED COMPENSATION

The Department offers its employees deferred compensation plans created in accordance with Internal Revenue Code Section 457. The plans, available to substantially all Department employees, permit them to defer a portion of their salary until future years. The deferred compensation is not available to employees until termination, retirement, death, or unforeseeable emergency. The plans are administered through MetLife Resources, Royal Alliance, and Primary Shareholders Services, respectively.

Legislative changes made to 457 plans mandated that no later than January 1, 1999, all existing 457 plan assets must be held in a custodial account, trust, annuity contract for benefit of participants and their beneficiaries.

Once a trust, custodial account, or annuity contract exists, assets are owned or held by the trust, custodian, or insurer for the exclusive benefit of participants and beneficiary, and are not subject to the claims of public employees creditors nor can they be used by the public employee for any purpose other than the payment of benefits to these individuals participating in the plan or their designated beneficiaries. As of September 30, 1999, the Department had implemented changes to be in compliance with these requirements. As a result, the plan assets are not reported in the audited financial statements by the Department because the legislation eliminated the requirements that Section 457 plan assets legally remain the assets of the sponsoring government.

The Department also offers its employees a tax sheltered annuity plan created in accordance with Internal Revenue Code Section 403(b). The plan, available to substantially all Department employees, permits them to make pre-tax contributions into various investment options. The Department has obtained non-profit exemption status under Internal Revenue Code Section 501(c)(3) thus allowing them to create the 403(b) plan. The plan is administered through MetLife Resources.

## NOTE K: NONCANCELABLE OPERATING LEASE OBLIGATIONS

The Department has entered into a twenty-year, noncancelable long-term lease with NHF Sub Montcalm, a nonprofit organization, for the Montcalm branch office space. Rent expense for the year ended September 30, 2015, amounted to $80,073.

Future minimum payments are as follows:

| Year Ended September 30, | |
|---|---|
| 2016 | $ 80,073 |
| 2017 | 80,073 |
| 2018 | 80,073 |
| 2019 | 13,345 |
| | $ 253,564 |

## NOTE L: SUBSEQUENT EVENTS

In December 2015, the Department purchased a phone system for $176,022. Existing fund balance and future anticipated operating revenues are expected to be sufficient to finance this purchase.

## NOTE M: RESTATEMENT OF BEGINNING NET POSITION

Beginning net position has been restated for governmental activities due to a change in accounting principles.

| | |
|---|---|
| Beginning net position | $ 1,536,775 |
| Deferred outflows of contributions | 184,606 |
| Net pension liability | (1,253,190) |
| Restated beginning net position | $ 468,191 |

## NOTE N: DETAILS OF FUND BALANCE CLASSIFICATIONS

GASB Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions,* established fund balance classifications that comprise a hierarchy based primarily on the extent to which a government is bound to observe constraints imposed upon the use of the resources reported in governmental funds. The following are the five (5) fund balance classifications under this standard:

*Nonspendable* - assets that are not available in a spendable form such as inventory, prepaid expenditures, and long-term receivables not expected to be converted to cash in the near term. It also includes funds that are legally or contractually required to be maintained intact such as the corpus of a permanent fund or foundation.

*Restricted* - amounts that are required by external parties to be used for a specific purpose. Constraints are externally imposed by creditors, grantors, contributors or laws, regulations or enabling legislation.

*Committed* - amounts constrained on use imposed by formal action of the government's highest level of decision making authority (i.e., Board, Council, etc.).

*Assigned* - amounts intended to be used for specific purposes. This is determined by the governing body, the budget or finance committee or a delegated municipality official.

*Unassigned* - all other resources; the remaining fund balance after nonspendable, restrictions, commitments, and assignments. This class only occurs in the General Fund, except for cases of negative fund balances. Negative fund balances are always reported as unassigned, no matter which fund the deficit occurs in.

### Fund Balance Classification Policies and Procedures

For committed fund balance, the Department's highest level of decision-making authority is the Board of Public Health. The formal action that is required to be taken to establish a fund balance commitment is a board resolution.

For assigned fund balance, the Board of Public Health is authorized to assign amounts to a specific purpose. Currently, assigned fund balance is determined through the budget and any residual amounts of fund balance in governmental funds other than the General Operating Fund.

For the classification of fund balances, the Department considers restricted amounts to have been spent when an expenditure is incurred for the purposes for which both restricted and unrestricted fund balance is available. Also for the classification of fund balances, the Department considers committed, assigned, or unassigned amounts to have been spent when an expenditure is incurred for purposes for which amounts in any of those unrestricted fund balance classifications could be used.

**NOTE N: DETAILS OF FUND BALANCE CLASSIFICATIONS - CONTINUED**

| | | |
|---|---|---|
| Fund Balance | | |
| Nonspendable | | |
| Prepaids | $ | 50,886 |
| Committed | | |
| Vacation and sick leave | | 573,285 |
| Equipment | | 565,253 |
| Self-insurance bonds | | 13,950 |
| Retirement | | 608,830 |
| Unemployment | | 55,000 |
| Training | | 35,000 |
| BRFS (Behavioral Risk Factor Survey) | | 11,522 |
| Facility development | | 124,580 |
| Donated leave | | 2,236 |
| Health insurance | | 160,000 |
| Potential claims | | 12,234 |
| Family planning medicaid full cost reimbursement | | 20,000 |
| Unassigned | | 406,042 |
| TOTAL FUND BALANCE | $ | 2,638,818 |

**NOTE O: CHANGES IN ACCOUNTING PRINCIPLES**

GASB Statement No. 68, *Accounting and Financial Reporting for Pensions*, was implemented during the year. The statement requires governments providing defined benefit pensions to recognize their unfunded pension benefit obligation as a liability for the first time, and to more comprehensively and comparably measure the annual costs of pension benefits. The statement also enhances accountability and transparency through revised note disclosures and required supplementary information (RSI).

GASB Statement No. 71, *Pension Transition for Contributions Made Subsequent to the Measurement Date - An Amendment of GASB Statement No. 68*, was implemented during the year as it is required to be applied simultaneously with the provisions of GASB Statement No. 68. The statement addresses an issue regarding the application of the transition provisions of GASB Statement No. 68 and amends paragraph 137 of GASB Statement No. 68 and requires that, at transition, a government recognize a beginning deferred outflow of resources for its pension contributions, if any, made subsequent to the measurement date of the beginning net pension liability.

**NOTE P: UPCOMING ACCOUNTING PRONOUNCEMENTS**

In March 2015, the GASB issued Statement No. 72, *Fair Value Measurement and Application*. The statement addresses accounting and financial reporting issues related to fair value measurements. The definition of fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. The statement provides guidance for determining a fair value measurement for financial reporting purposes. The statement also provides guidance for applying fair value to certain investments and disclosures related to all fair value measurements. The Department is currently evaluating the impact this standard will have on the financial statements when adopted for the 2015-2016 fiscal year.

**NOTE P: UPCOMING ACCOUNTING PRONOUNCEMENTS - CONTINUED**

In June 2015, the GASB issued Statement No. 73, *Accounting and Financial Reporting for Pension and Related Assets That Are Not within the Scope of GASB Statement 68, and Amendments to Certain Provisions of GASB Statements 67 and 68*. The statement establishes requirements for those pensions and pension plans that are not administered through a trust meeting specified criteria. The Department is currently evaluating the impact this standard will have on the financial statements when adopted during the 2016-2017 fiscal year.

In June 2015, the GASB issued Statement No. 74, *Financial Reporting for Postemployment Benefit Plans Other Than Pension Plans*. The statement follows the framework for financial reporting of defined benefit OPEB plans in Statement No. 45 by requiring a statement of fiduciary net position and a statement of changes in fiduciary net position. The statement requires more extensive note disclosures and RSI related to the measurement of the OPEB liabilities for which assets have been accumulated, including information about the annual money-weighted rates of return on plan investments. The Department is currently evaluating the impact this standard will have on the financial statements when adopted during the 2016-2017 fiscal year.

In June 2015, the GASB issued Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*. The statement replaces the requirements of GASB Statement No. 45, *Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions*. The statement requires governments providing other postemployment benefits (OPEB) to recognize their unfunded OPEB obligations as a liability for the first time, and to more comprehensibly and comparably measure the annual costs of OPEB benefits. The statement also enhances accountability and transparency through revised note disclosures and required supplementary information (RSI). The Department is currently evaluating the impact this standard will have on the financial statements when adopted during the 2017-2018 fiscal year.

In June 2015, the GASB issued Statement No. 76, *The Hierarchy of Generally Accepted Accounting Principles for State and Local Governments*. The statement supersedes Statement No. 55, *The Hierarchy of Generally Accepted Accounting Principles for State and Local Governments*. The statement reduces the GAAP hierarchy to two categories of authoritative GAAP and addresses the use of authoritative and nonauthoritative literature in the event that the accounting treatment for a transaction or other event is not specified within a source of authoritative GAAP. The Department is currently evaluating the impact this standard will have on the financial statements when adopted during the 2015-2016 fiscal year.

# REQUIRED SUPPLEMENTARY INFORMATION

Mid-Michigan District Health Department

General Operating Fund

BUDGETARY COMPARISON SCHEDULE

Year Ended September 30, 2015

| | Budgeted Amounts | | | Variance with Final Budget Positive |
| --- | --- | --- | --- | --- |
| | Original | Final | Actual | (Negative) |
| REVENUES | | | | |
| Licenses and permits | $ 548,544 | $ 569,600 | $ 577,430 | $ 7,830 |
| Intergovernmental | | | | |
| Federal/State | 2,743,360 | 2,605,641 | 2,615,666 | 10,025 |
| Local | 293,660 | 460,000 | 467,187 | 7,187 |
| Charges for services | 943,422 | 1,751,900 | 1,727,513 | (24,387) |
| Interest | 5,000 | 3,000 | 1,314 | (1,686) |
| Other | 7,700 | 58,800 | 61,716 | 2,916 |
| TOTAL REVENUES | 4,541,686 | 5,448,941 | 5,450,826 | 1,885 |
| EXPENDITURES | | | | |
| Current | | | | |
| Salaries and wages | 3,225,608 | 3,229,500 | 3,254,907 | (25,407) |
| Fringe benefits | 1,269,991 | 1,236,100 | 1,232,212 | 3,888 |
| Supplies and materials | 598,000 | 509,000 | 464,549 | 44,451 |
| Contractual services | 119,400 | 144,100 | 171,548 | (27,448) |
| Communications | 64,970 | 69,000 | 68,303 | 697 |
| Travel and training | 142,000 | 186,000 | 178,221 | 7,779 |
| Insurance | 34,000 | 35,000 | 33,124 | 1,876 |
| Building and equipment lease and rentals | 327,770 | 368,500 | 363,885 | 4,615 |
| Printing and advertising | 7,950 | 12,000 | 11,835 | 165 |
| Postage | 22,800 | 24,000 | 19,984 | 4,016 |
| Other | 33,540 | 40,500 | 15,065 | 25,435 |
| Capital outlay | 51,800 | 985,714 | 134,355 | 851,359 |
| TOTAL EXPENDITURES | 5,897,829 | 6,839,414 | 5,947,988 | 891,426 |
| EXCESS OF REVENUES (UNDER) EXPENDITURES | (1,356,143) | (1,390,473) | (497,162) | 893,311 |
| OTHER FINANCING SOURCES | | | | |
| County appropriations - regular | 1,100,473 | 1,100,473 | 1,100,469 | (4) |
| County appropriations - other | 250,670 | 290,000 | 288,738 | (1,262) |
| Cigarette tax | 5,000 | - | - | -0- |
| TOTAL OTHER FINANCING SOURCES | 1,356,143 | 1,390,473 | 1,389,207 | (1,266) |
| NET CHANGE IN FUND BALANCE | -0- | -0- | 892,045 | 892,045 |
| Fund balance, beginning of year | 1,746,773 | 1,746,773 | 1,746,773 | -0- |
| Fund balance, end of year | $ 1,746,773 | $ 1,746,773 | $ 2,638,818 | $ 892,045 |

Mid-Michigan District Health Department

SCHEDULE OF CHANGES IN DEPARTMENT'S NET PENSION LIABILITY AND RELATED RATIOS

Last Measurement Date (Ultimately ten years will be displayed)
(Amounts were determined as of 12/31 each year)

| | 2014 |
|---|---|
| Total Pension Liability | |
| Service cost | $ 257,983 |
| Interest | 720,117 |
| Changes of benefit terms | - |
| Difference between expected and actual experience | - |
| Changes of assumptions | - |
| Benefit payments, including employee refunds | (443,826) |
| Other | (1) |
| Net Change in Total Pension Liability | 534,273 |
| Total Pension Liability, beginning | 8,821,617 |
| Total Pension Liability, ending | $ 9,355,890 |
| Plan Fiduciary Net Position | |
| Contributions-employer | $ 251,231 |
| Contributions-employee | 87,771 |
| Net Investment income | 477,547 |
| Benefit payments including employee refunds | (443,826) |
| Administrative expense | (17,561) |
| Net Change in Plan Fiduciary Net Position | 355,162 |
| Plan Fiduciary Net Position, beginning | 7,568,427 |
| Plan Fiduciary Net Position, ending | $ 7,923,589 |
| Department's Net Pension Liability | $ 1,432,301 |
| Plan Fiduciary Net Position as a percentage of the Total Pension Liability | 85% |
| Covered employee payroll | $ 3,042,883 |
| Department's Net Pension Liability as a percentage of covered employee payroll | 47% |

Mid-Michigan District Health Department

SCHEDULE OF DEPARTMENT CONTRIBUTIONS

Last Fiscal Year (Ultimately ten fiscal years will be displayed)
(Amounts were determined as of 9/30 each fiscal year)

| | 2015 |
|---|---|
| Actuarially determined contributions | $ 247,903 |
| Contributions in relation to the actuarially determined contribution | 247,903 |
| Contribution deficiency (excess) | $ -0- |
| Covered employee payroll | $ 3,147,994 |
| Contributions as a percentage of covered employee payroll | 8% |

Mid-Michigan District Health Department

OTHER POST-EMPLOYMENT BENEFITS

Year Ended September 30, 2015

Schedule of Funding Progress

| Actuarial Valuation Date | Actuarial Value of Assets | Actuarial Accrued Liability (AAL) | Unfunded AAL (UAAL) | Funded Ratio | Covered Payroll | UAAL as a % of Covered Payroll |
|---|---|---|---|---|---|---|
| 9/30/2015 | $ - | $ 412,176 | $ 412,176 | 0% | $ 914,691 | 45% |
| 9/30/2012 | - | 308,900 | 308,900 | 0% | 731,319 | 42% |
| 9/30/2009 | - | 1,082,988 | 1,082,988 | 0% | 744,592 | 145% |

Schedule of Employer Contributions

| Year ended September 30, | Annual OPEB Cost | Percent Contributed |
|---|---|---|
| 2015 | $ 52,180 | 0% |
| 2014 | 55,594 | 0% |
| 2013 | 52,228 | 0% |

# OTHER SUPPLEMENTARY INFORMATION

Mid-Michigan District Health Department

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

Year Ended September 30, 2015

| Federal Grantor/Pass-Through Grantor/Program Title | CFDA Number | Pass-Through Grantors Number | Expenditures |
|---|---|---|---|
| U.S. DEPARTMENT OF AGRICULTURE | | | |
| Passed-through Michigan Department of Community Health | | | |
| Special Nutrition Program for Women, Infants, and Children[(a)] | 10.557 | | |
| FY 14-15 Breastfeeding and Resident Services | | IW100342 | $ 673,901 |
| FY 14-15 Breastfeeding Services | | W500342 | 90,360 |
| | | | 764,261 |
| U.S. ENVIRONMENTAL PROTECTION AGENCY | | | |
| Passed-through Michigan Department of Environmental Quality | | | |
| State Drinking Water Revolving Loan Fund Program | 66.468 | | |
| FY 14-15 | | FS97548712 | 635 |
| U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES | | | |
| Passed-through Michigan Department of Community Health | | | |
| Public Health Emergency Preparedness | 93.069 | | |
| FY 14-15 Bioterrorism - Hosp Preparedness+ | | U90TP000528 | 139,071 |
| Family Planning Services (Family Planning) | 93.116 | | |
| FY14 | | U52PS500499 | 25 |
| FY15 | | U52PS004693 | 75 |
| | | | 100 |
| Family Planning Services (Family Planning) | 93.217 | | |
| FY 14-15 | | GFPHPA050173 41 | 108,641 |
| Immunization Grants | 93.268 | | |
| FY 14-15 IAP | | H23 CCH522556 | 80,428 |
| FY 14-15 Immunization MCIR | | H23 CIP000854-01 | 5,000 |
| FY 14-15 Vaccine Supply | | N/A | 191,685 |
| | | | 277,113 |
| Drug-Free Communities Support Program Grants | 93.276 | | |
| Clinton Substance Abuse Prevention Coalition | | 5H79SP020468-02 | 37,514 |
| Immunization Grants | 93.539 | | |
| FY14-15 IAP | | H23 IP000752 | 8,178 |
| Medical Assistance Program | 93.778 | | |
| FY 14-15 CSHCS Outreach & Advocacy | | 05 U05M15ADM | 56,500 |
| FY 14-15 CSHCS Medicaid Outreach | | 05 U05M15ADM | 34,263 |
| FY 14-15 MAP - Medicaid Outreach | | 05 U05M15ADM | 179,268 |
| | | | 270,031 |

Mid-Michigan District Health Department

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS - CONTINUED

Year Ended September 30, 2015

| Federal Grantor/Pass-Through Grantor/Program Title | CFDA Number | Pass-Through Grantors Number | Expenditures |
|---|---|---|---|
| U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES - CONTINUED | | | |
| Passed-through Michigan Department of Community Health - continued | | | |
| Preventive Health and Health Support Block Grant | 93.991 | | |
| FY 14-15 Local Health Department Service Sharing Support | | 2B101T009028 | $ 23,459 |
| Maternal and Child Health Services Block Grant to the States | 93.994 | | |
| FY 14-15 Family Planning - Women | | B1MIMCHS | 72,766 |
| FY 14-15 Family Planning - Adolescents | | B1MIMCHS | 12,438 |
| FY 14-15 Family Planning Services | | B1MIMCHS | 46,772 |
| | | | 131,976 |
| TOTAL U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES | | | 996,083 |
| TOTAL EXPENDITURES OF FEDERAL AWARDS | | | $ 1,760,979 (b) |

## NOTE A: BASIS OF PRESENTATION

The accompanying Schedule of Expenditures of Federal Awards (SEFA) includes the Federal grant activity of the Mid-Michigan District Health Department and is presented on the modified accrual basis of accounting. The information in this schedule is presented in accordance with the requirements of OMB Circular A-133, *Audits of States, Local Governments, and Nonprofit Organizations*.

## NOTE B: SUMMARY OF SIGNIFICANT EXPLANATIONS OF SCHEDULE

The following descriptions identified below as (a) - (b) represent explanations that cross reference to amounts on the Schedule of Expenditures of Federal Awards:

(a) Denotes program tested as "major program".

(b) The following reconciles the federal revenues reported in the September 30, 2015, fund financial statements to the expenditures of the Department administered federal programs reported on the Schedule of Expenditures of Federal Awards:

| | |
|---|---|
| Federal/State Revenue (per financial statements) | $ 2,615,666 |
| Less: Difference between vaccines administered (revenue per financial statements) and vaccines received (expenditures per SEFA as instructed by grantor agency) | (35,562) |
| Less: Portions of grant funding considered "State" funding | (819,125) |
| | $ 1,760,979 |

Principals

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Aaron M. Stevens, CPA
Eric J. Glashouwer, CPA
Alan D. Panter, CPA
William I. Tucker IV, CPA

ABRAHAM & GAFFNEY, P.C.
Certified Public Accountants

3511 Coolidge Road
Suite 100
East Lansing, MI 48823
(517) 351-6836
FAX: (517) 351-6837

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

Board of Public Health
Mid-Michigan District Health Department
Stanton, Michigan

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Governmental Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities and the major fund of the Mid-Michigan District Health Department (the Department) as of and for the year ended September 30, 2015, and the related notes to the financial statements, which collectively comprise the Department's basic financial statements and have issued our report thereon dated March 10, 2016.

**Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the Department's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Department's internal control. Accordingly, we do not express an opinion on the effectiveness of Department's internal control.

A *deficiency in internal controls* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during out audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

**Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Department's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the 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.*

**Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Department's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Department's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Abraham & Gaffney, P.C.

ABRAHAM & GAFFNEY, P.C.
Certified Public Accountants

March 10, 2016

Principals

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3511 Coolidge Road
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East Lansing, MI 48823
(517) 351-6836
FAX: (517) 351-6837

INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY OMB CIRCULAR A-133

Board of Public Health
Mid-Michigan District Health Department
Stanton, Michigan

**Report on Compliance for Each Major Federal Program**

We have audited the Mid-Michigan District Health Department's (the Department) compliance with the types of compliance requirements described in the *OMB Circular A-133 Compliance Supplement* that could have a direct and material effect on each of the Department's major federal programs for the year ended September 30, 2015. The Department's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

***Management's Responsibility***

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to its federal programs.

***Auditor's Responsibility***

Our responsibility is to express an opinion on compliance for each of the Department's major federal programs based on our audit of the types of compliance requirements referred to above. 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 Nonprofit 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 federal program occurred. An audit includes examining, on a test basis, evidence about the Department'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 on compliance for each major federal program. However, our audit does not provide a legal determination of the Department's compliance.

***Opinion on Each Major Federal Program***

In our opinion, the Mid-Michigan District Health Department complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended September 30, 2015.

## Report on Internal Control Over Compliance

Management of the Department is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the Department's internal control over compliance with types of requirements that could have a direct and material effect on each major federal program to determine our auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with OMB Circular A-133, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Department's internal control over compliance.

A *deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of OMB Circular A-133. Accordingly, this report is not suitable for any other purpose.

Abraham & Gaffney, P.C.

ABRAHAM & GAFFNEY, P.C.
Certified Public Accountants

March 10, 2016

Mid-Michigan District Health Department

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

Year Ended September 30, 2015

## Section I - Summary of Auditor's Results

***Financial Statements***

Type of auditor's report issued: Unmodified

Internal control over financial reporting:

| | | | | |
|---|---|---|---|---|
| Material weakness(es) identified? | ____ | Yes | X | No |
| Significant deficiency(ies) identified? | ____ | Yes | X | None reported |
| Noncompliance material to financial statements noted? | ____ | Yes | X | No |

***Federal Awards***

Internal control over major programs:

| | | | | |
|---|---|---|---|---|
| Material weakness(es) identified? | ____ | Yes | X | No |
| Significant deficiency(ies) identified? | ____ | Yes | X | None reported |

Type of auditor's report issued on compliance for major programs: Unmodified

| | | | | |
|---|---|---|---|---|
| Any audit findings disclosed that are required to be reported with Section 510(a) of Circular A-133? | ____ | Yes | X | No |

Identification of major programs:

| CFDA Number(s) | Name of Federal Program or Cluster |
|---|---|
| 10.557 | Special Nutrition Program for Women, Infants, and Children |

Dollar threshold used to distinguish between Type A and Type B programs: $ 300,000

| | | | | |
|---|---|---|---|---|
| Auditee qualified as low-risk auditee? | X | Yes | ____ | No |

## Section II - Financial Statement Findings

None noted.

## Section III - Federal Award Findings

None noted.

Mid-Michigan District Health Department

SUMMARY SCHEDULE OF PRIOR YEAR AUDIT FINDINGS

Year Ended September 30, 2015

FINDINGS/NONCOMPLIANCE

Control Deficiencies Related to Internal Controls Over the Financial Statements.

No prior audit findings noted.

Findings Related to Compliance with Requirements Applicable to the Financial Statements.

No prior audit findings noted.

Findings Related to Compliance with Requirements Applicable to Federal Awards and Internal Control Over Compliance in Accordance with OMB Circular A-133.

No prior audit findings noted.