

**COUNTY OF EI DORADO**  
**CALIFORNIA EMERGENCY MANAGEMENT AGENCY**  
**GRANT AUDIT REPORTS FOR:**  
**Victim Witness Assistance**  
**Vertical Prosecution Block Grant**  
**Hi-Tech Theft Apprehension and Prosecution**  
**California Multi - Jurisdictional**  
**Methamphetamine Enforcement Team Program**  
**Evidence Based Probation Supervision Recovery Act Program**  
**JAG - OTP Drug Court**  
**FOR THE YEAR ENDED JUNE 30, 2012**

**COUNTY OF EL DORADO  
CALIFORNIA EMERGENCY MANAGEMENT AGENCY**

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**INDEPENDENT AUDITOR'S REPORT**

To the Board of Supervisors  
 County of El Dorado  
 Placerville, California

We have audited the accompanying Statement of Costs Claimed and Accepted and Statement of Approved Budget and Cumulative Revenues, Expenditures and County Match of the California Emergency Management Agency Programs (the "Financial Statements") for the grants awarded to the County of El Dorado (County) by the California Emergency Management Agency (Cal EMA) as of and for the year ended June 30, 2012 as noted below:

<u>Award Number</u>	<u>Grant Period</u>
VW11300090	07/01/11 to 06/30/12
VB08060090	07/01/08 to 06/30/12
HT08090340	07/01/08 to 12/31/11
MH08030570	01/01/09 to 12/31/11
ZP09010090	10/01/09 to 09/30/12
ZO09010090	10/01/09 to 09/30/11

The amounts included in the grant program statements are the responsibility of the County's management. Our responsibility is to express an opinion on these Financial Statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America, *Government Auditing Standards* issued by the Comptroller General of the United States, and the California Emergency Management Agency *Recipient Handbook*. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and the significant estimates made by management, as well as, evaluating the overall financial schedule presentation. We believe that our audit provides a reasonable basis for our opinion.

These schedules and statements present only the CalEMA grant programs and are not intended to, and do not, present the financial position of the County as of June 30, 2012 and the changes in fund balance thereof for the year ended in conformity with accounting principles generally accepted in the United States of America.

In our opinion, the Financial Statements referred to above present fairly, in all material respects, the financial operations of the County's Cal EMA programs as of and for the year ended June 30, 2012.

To the Board of Supervisors  
County of El Dorado

In accordance with *Government Auditing Standards*, we have also issued our report dated March 29, 2013 on our consideration of the County'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 for the Cal EMA programs. 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 the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

This report is intended solely for the information and use of the California Emergency Management Agency and El Dorado County's management and is not intended to be, and should not be, used by anyone other than these specified parties.

A handwritten signature in cursive script that reads "Gallina LLP".

Roseville, California  
March 29, 2013

**COUNTY OF EL DORADO  
CALIFORNIA EMERGENCY MANAGEMENT AGENCY**

Statement of Costs Claimed and Accepted  
For the Year Ended June 30, 2012

Grant Name and Number/ Grant Term/Audit Period	Expenditures Claimed and Accepted For Period Ended June 30, 2012			Share of Expenditures Current Year		
	Costs Claimed	Costs Accepted	Questioned Costs	Federal Share	State Share	County Share
<b>Victim Witness Assistance - VW11300090:</b>						
Grant Term: 07/01/11-06/30/12						
Audit Period: 07/01/11-06/30/12						
Personal services	\$ 170,518	\$ 170,518	\$ --	\$ 81,584	\$ 88,934	\$ --
Operating expenses	5,347	5,347	--	5,347	--	--
Totals	<u>\$ 175,865</u>	<u>\$ 175,865</u>	<u>\$ --</u>	<u>\$ 86,931</u>	<u>\$ 88,934</u>	<u>\$ --</u>
<b>Vertical Prosecution Block Grant - VB08060090:</b>						
Grant Term: 07/01/08-06/30/12						
Audit Period: 07/01/11-06/30/12						
Personal services	\$ 75,002	\$ 75,002	\$ --	\$ --	\$ 75,002	\$ --
Operating expenses	4,737	3,981	756 *	--	3,981	--
Totals	<u>\$ 79,739</u>	<u>\$ 78,983</u>	<u>\$ 756</u>	<u>\$ --</u>	<u>\$ 78,983</u>	<u>\$ --</u>
<b>Hi-Tech Theft Apprehension and Prosecution - HT08090340 (See Note 4):</b>						
Passed Through County of Sacramento						
Grant Term: 07/01/08-12/31/11						
Audit Period: 07/01/11-12/31/11						
Personal services	\$ 17,500	\$ 17,500	\$ --	\$ --	\$ 17,500	\$ --
Totals	<u>\$ 17,500</u>	<u>\$ 17,500</u>	<u>\$ --</u>	<u>\$ --</u>	<u>\$ 17,500</u>	<u>\$ --</u>
<b>California Multi-jurisdictional Methamphetamine Enforcement Team - MH08030570 (See Note 4):</b>						
Passed Through County of Yolo						
Grant Term: 01/01/09-12/31/11						
Audit Period: 07/01/11-12/31/11						
Personal services	\$ 28,099	\$ 28,099	\$ --	\$ --	\$ 28,099	\$ --
Equipment	40,700	40,700	--	--	40,700	--
Totals	<u>\$ 68,799</u>	<u>\$ 68,799</u>	<u>\$ --</u>	<u>\$ --</u>	<u>\$ 68,799</u>	<u>\$ --</u>
<b>Evidence Based Probation Supervision Recovery Act Program - ZP09010090:</b>						
Grant Term: 10/01/09-09/30/12						
Audit Period: 07/01/11-06/30/12						
Personal services	\$ 88,667	\$ 88,667	\$ --	\$ 88,667	\$ --	\$ --
Operating expenses	4,361	4,361	--	4,361	--	--
Totals	<u>\$ 93,028</u>	<u>\$ 93,028</u>	<u>\$ --</u>	<u>\$ 93,028</u>	<u>\$ --</u>	<u>\$ --</u>
<b>JAG - OTP Drug Court - ZO09010090:</b>						
Grant Term: 10/01/09-09/30/11						
Audit Period: 07/01/11-09/30/11						
Personal services	\$ 10,409	\$ 10,409	\$ --	\$ 10,409	\$ --	\$ --
Operating expenses	10,670	8,372	2,298 **	8,372	--	--
Totals	<u>\$ 21,079</u>	<u>\$ 18,781</u>	<u>\$ 2,298</u>	<u>\$ 18,781</u>	<u>\$ --</u>	<u>\$ --</u>

\* This amount was claimed but not reimbursed.

\*\*Questioned cost of \$2,298 is calculated as \$2,758 (over-claimed cost) net of \$460 (current year cost claimed in prior year; see prior year questioned cost). Cumulatively amount due back to CalEMA is \$2,758 (prior year questioned cost \$460 plus current year questioned cost \$2,298).

**COUNTY OF EL DORADO  
CALIFORNIA EMERGENCY MANAGEMENT AGENCY**

Statement of Approved Budget and Cumulative Revenues, Expenditures, and County Match  
For the Period July 1, 2011 through June 30, 2012

Grant Name and Number/ Grant Term/Audit Period	Budget	Expenditures, Revenues, and Match			Budget to Actual Variance
		For the Period Through June 30, 2011	For the Period July 1, 2011 Through June 30, 2012	Cumulative as of June 30, 2012	
<b>Victim Witness Assistance - VW11300090:</b>					
Grant Term: 07/01/11-06/30/12					
Audit Period: 07/01/11-06/30/12					
Personal Services	\$ 170,518	\$ --	\$ 170,518	\$ 170,518	\$ --
Operating Expenses	5,347	--	5,347	5,347	--
Total Expenditures	<u>175,865</u>	<u>--</u>	<u>175,865</u>	<u>175,865</u>	<u>--</u>
Revenues Earned	<u>\$ 175,865</u>	<u>\$ --</u>	<u>\$ 175,865</u>	<u>\$ 175,865</u>	<u>\$ --</u>
<b>Vertical Prosecution Block Grant - VB08060090:</b>					
Grant Term: 07/01/08-06/30/12					
Audit Period: 07/01/11-06/30/12					
Personal Services	\$ 309,512	\$ 234,510	\$ 75,002	\$ 309,512	\$ --
Operating Expenses	3,981	--	3,981	3,981	--
Total Expenditures	<u>313,493</u>	<u>234,510</u> ***	<u>78,983</u>	<u>313,493</u>	<u>--</u>
Revenues Earned	<u>\$ 313,493</u>	<u>\$ 234,510</u> ***	<u>\$ 78,983</u>	<u>\$ 313,493</u>	<u>\$ --</u>
<b>Hi-Tech Theft Apprehension and Prosecution - HT08090340 (See Note 4):</b>					
Passed Through County of Sacramento					
Grant Term: 07/01/08-12/31/11					
Audit Period: 07/01/11-12/31/11					
Personal Services	\$ 192,500	\$ 175,000	\$ 17,500	\$ 192,500	\$ --
Total Expenditures	<u>192,500</u>	<u>175,000</u>	<u>17,500</u>	<u>192,500</u>	<u>--</u>
Revenues Earned	<u>\$ 192,500</u>	<u>\$ 175,000</u>	<u>\$ 17,500</u>	<u>\$ 192,500</u>	<u>\$ --</u>
<b>California Multi-jurisdictional Methamphetamine Enforcement Team - MH08030570 (See Note 4):</b>					
Passed Through County of Yolo					
Grant Term: 01/01/09-12/31/11					
Audit Period: 07/01/11-12/31/11					
Personal services	\$ 128,072	\$ 104,076	\$ 28,099	\$ 132,175	\$ (4,103)
Operating expenses	28,340	28,032	--	28,032	308
Equipment	158,740	113,935	40,700	154,635	4,105
Total Expenditures	<u>315,152</u>	<u>246,043</u>	<u>68,799</u>	<u>314,842</u>	<u>310</u>
Revenues Earned	<u>\$ 315,152</u>	<u>\$ 246,043</u>	<u>\$ 68,799</u>	<u>\$ 314,842</u>	<u>\$ 310</u>
<b>Evidence Based Probation Supervision Recovery Act Program - ZP09010090:</b>					
Grant Term: 10/01/09-09/30/12					
Audit Period: 07/01/11-06/30/12					
Personal services	\$ 214,117	\$ 105,730	\$ 88,667	\$ 194,397	\$ 19,720
Operating expenses	6,330	1,969	4,361	6,330	--
Total Expenditures	<u>220,447</u>	<u>107,699</u>	<u>93,028</u>	<u>200,727</u>	<u>19,720</u>
Revenues Earned	<u>\$ 220,447</u>	<u>\$ 107,699</u>	<u>\$ 93,028</u>	<u>\$ 200,727</u>	<u>\$ 19,720</u>

\*\*\* No grant activity during 07/01/10-06/30/11

**COUNTY OF EL DORADO  
CALIFORNIA EMERGENCY MANAGEMENT AGENCY**

Statement of Approved Budget and Cumulative Revenues, Expenditures, and County Match  
For the Period July 1, 2011 through June 30, 2012

Grant Name and Number/ Grant Term/Audit Period	Budget	Expenditures, Revenues, and Match			Budget to Actual Variance
		For the Period Through June 30, 2011	For the Period July 1, 2011 Through June 30, 2012	Cumulative as of June 30, 2012	
<b><u>JAG - OTP Drug Court - ZO09010090:</u></b>					
Grant Term: 10/01/09-09/30/11					
Audit Period: 07/01/11-09/30/11					
Personal Services	\$ 65,766	\$ 48,672	\$ 10,409	\$ 59,081	\$ 6,685
Operating Expenses	227,888	208,907	8,372	217,279	10,609
Total Expenditures	<u>293,654</u>	<u>257,579</u>	<u>18,781</u>	<u>276,360</u>	<u>17,294</u>
Revenues Earned	<u>\$ 293,654</u>	<u>\$ 257,579</u>	<u>\$ 18,781</u>	<u>\$ 276,360</u>	<u>\$ 17,294</u>
Total Payment Received (actual claims filed)				<u>\$ (279,118)</u>	
Overpayment - Due back to CalEMA				<u>\$ 2,758</u>	

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**COUNTY OF EL DORADO  
CALIFORNIA EMERGENCY MANAGEMENT AGENCY**

Notes to Financial Statements  
For the Year Ended June 30, 2012

**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

Financial Schedule Presentation

The schedules present only the financial activities of the County of El Dorado's California Emergency Management Agency (Cal EMA) grants for the period from July 1, 2011 through June 30, 2012 and are not intended to present fairly the financial position or changes in financial position of the County of El Dorado in accordance with accounting principles generally accepted in the United States of America.

Basis of Accounting

The accompanying Financial Statements are prepared in accordance with the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when they become both measurable and available and expenditures are recognized when the related liability is incurred.

**NOTE 2: USE OF ESTIMATES**

Management uses estimates and assumptions in preparing financial statements. Those estimates and assumptions affect the reported amounts of revenues and expenditures. Actual results could differ from these estimates.

**NOTE 3: CONTINGENCIES**

The grants are awarded by Cal EMA and are subject to audit by Cal EMA. It is uncertain whether an audit of the grants by Cal EMA could produce deficiencies in costs claimed under the grants and, therefore, could result in funds being returned to Cal EMA.

**NOTE 4: GRANTS PASSED THROUGH THE GRANT ADMINISTRATIVE AGENCIES (RECIPIENTS)**

The County of El Dorado received the High Technology Theft Apprehension and Prosecution Grant (award number HT08090340) and the California Multi-jurisdictional Methamphetamine Enforcement Team Grant (award number MH08030570) from the grant administrative agencies (recipients), the County of Sacramento and the County of Yolo, respectively. Further, the budget and expenditure amounts reported under personal services for these grants in the accompanying Financial Statements are reported as operating expenses to Cal EMA by the grant administrative agencies. Similarly, a portion of the budget and expenditure amounts reported under equipment in grant award number MH08030570 are reported as operating expenses to Cal EMA by the grant administrative agency.

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**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**

To the Board of Supervisors  
County of El Dorado  
Placerville, California

We have audited the accompanying Statement of Costs Claimed and Accepted and Statement of Approved Budget and Cumulative Revenues, Expenditures and County Match of the California Emergency Management Agency Programs (the "Financial Statements") for the grants awarded by the California Emergency Management Agency (Cal EMA) to the County of El Dorado (County) as of and for the year ended June 30, 2012, and have issued our report thereon dated March 29, 2013. 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.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the County's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the Financial Statements, but not for the purpose of expressing an opinion on the effectiveness of the County's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the County's internal control over financial reporting.

A *deficiency in internal control* 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 County's financial statements will not be prevented, or detected and corrected on a timely basis.

Our consideration of internal control over financial reporting 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 financial reporting that might be deficiencies, significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the County's financial statements are free of 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*.

To the Board of Supervisors  
County of El Dorado

This report is intended solely for the information and use of the California Emergency Management Agency and the County's management and is not intended to be, and should not be, used by anyone other than these specified parties.

A handwritten signature in cursive script that reads "Gallina LLP".

Roseville, California  
March 29, 2013



**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE WITH  
REQUIREMENTS APPLICABLE TO THE GRANTS AWARDED BY  
THE CALIFORNIA EMERGENCY MANAGEMENT AGENCY AND  
ON INTERNAL CONTROL OVER COMPLIANCE**

To the Board of Supervisors  
County of El Dorado  
Placerville, California

Compliance

We have audited the compliance of the County of El Dorado (County) with the types of compliance requirements described in the California Emergency Management Agency *Recipient Handbook* that are applicable to programs listed in the accompanying Financial Statements of the California Emergency Management Agency Programs (the "Programs") for the year ended June 30, 2012. Compliance with the requirements of laws, regulations, contracts, and grants applicable to these Programs is the responsibility of the County's management. Our responsibility is to express an opinion on the County's compliance based on our audit.

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America, the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and the California Emergency Management Agency *Recipient Handbook*. Those standards 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 the Programs occurred. An audit includes examining, on a test basis, evidence about the County's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination of the County's compliance with those requirements.

In our opinion, the County complied, in all material respects, with the compliance requirements referred to above that could have an effect on these programs for the year ended June 30, 2012. However, the results of our auditing procedures disclosed an instance of noncompliance with those requirements, which are required to be reported in accordance with California Emergency Management Agency *Recipient Handbook* and which is described in the accompanying schedule of findings as item 2012-01.

Internal Control Over Compliance

The management of the County is responsible for establishing and maintaining effective internal control over compliance with the requirements of laws, regulations, contracts, and grants applicable to these Programs. In planning and performing our audit, we considered the County's internal control over compliance with the requirements that could have a direct and material effect on the California Emergency Management Agency Programs in order to determine our auditing procedures for the purpose of expressing our opinion on compliance, 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 County's internal control over compliance with the California Emergency Management Agency *Recipient Handbook*.

To the Board of Supervisors  
County of El Dorado

Our consideration of internal control over compliance was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control over compliance that might be significant deficiencies or material weaknesses and therefore, there can be no assurance that all deficiencies, significant deficiencies, or material weaknesses have been identified. However, as discussed below, we identified a certain deficiency in internal control over compliance that we consider to be a material weakness.

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 this 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 reasonable possibility that material noncompliance with a compliance requirement will not be prevented, or detected on a timely basis. We consider the deficiency described in the accompanying schedule of findings as item 2012-01 to be a material weakness.

The County's response to the finding identified in our audit is described in the accompanying schedule of findings. We did not audit the County's response and, accordingly, we express no opinion on the response.

The purpose of this report is solely to describe the scope of our testing of compliance with the types of compliance requirements applicable to each of the County's programs and our testing of internal control over compliance and the results of our testing, and to provide an opinion on the County's compliance but not to provide an opinion on the effectiveness of the County's internal control over compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the County's compliance with requirements applicable to each program and its internal control over compliance. Accordingly, this report is not suitable for any other purpose.



Roseville, California  
March 29, 2013

**COUNTY OF EL DORADO  
CALIFORNIA EMERGENCY MANAGEMENT AGENCY**

**SCHEDULE OF FINDINGS  
AND  
SUMMARY SCHEDULE OF PRIOR YEAR FINDINGS**

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**COUNTY OF EL DORADO  
CALIFORNIA EMERGENCY MANAGEMENT AGENCY**

Schedule of Findings  
For the Year Ended June 30, 2012

**Finding** 2012-01  
**Program Title:** Vertical Prosecution Block Grants  
**Award Number:** VB08060090  
**Type** Reporting and Compliance

Criteria

Under section 6320.2 of the 2012 Recipient Handbook issued by the California Emergency Management Agency (the "CalEMA"), the grantee is required to submit a Report of Expenditures and Requests for Funds (CalEMA 2-201) within 30 calendar days of the end of the report period, whether or not funds are being requested.

Condition

During the performance of our audit, we noted that the Department did not submit the quarterly Report of Expenditures and Request for Funds (CalEMA 2-201) within 30 calendar days of the end of the reporting period, whether or not funds were being requested for the 1<sup>st</sup> quarter for the Vertical Prosecution Block Grants.

Questioned Costs

No costs are questioned.

Cause

The Department did not have proper oversight to ensure this report must be submitted within 30 days of the end of the quarter, whether or not funds are being requested.

Effect of Condition

Late submission of quarterly Report of Expenditures and Request for Funds (CalEMA 2-201) may result in the withholding or disallowance of grant payments, the reduction or termination of grant funds, and/or the denial of future grant funding.

Recommendation

We recommend the Department implement procedures to monitor the preparation, review and submittal of reports within 30 days of the end of the reporting period.

Management Corrective Action Plan – District Attorney's Office

The Chief Administrative Office is working directly with the Department to prepare an inventory of grant reporting requirements and deadlines. The Principle Analyst assigned to the Department will coordinate with the District Attorney to ensure reports are filed in a timely manner.

The contact person for the Corrective Action Plan is below:

James Clinchard  
Assistant District Attorney  
Tel. (530) 333-5349

**COUNTY OF EL DORADO  
CALIFORNIA EMERGENCY MANAGEMENT AGENCY**

Summary Schedule of Prior Year Findings  
For the Year Ended June 30, 2012

There were no audit findings for the year ended June 30, 2011.