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ORLEANS PARISH JUVENILE COURT
NEW ORLEANS, LOUISIANA
FOR THE YEAR ENDED
DECEMBER 31, 1995

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the audited, or reviewed, entity and other appropriate public officials. The report is available for public inspection at the Baton Rouge office of the Legislative Auditor and, where appropriate, at the office of the parish clerk of court.

Release Date SEP 11 1996

Ericksen, Krentel, Canton & LaPorte, L.L.P.
CERTIFIED PUBLIC ACCOUNTANTS
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INDEPENDENT AUDITORS' REPORT

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Orleans Parish Juvenile Court
421 Loyola Avenue
New Orleans, Louisiana 70112

We have audited the accompanying general purpose financial statements of the Orleans Parish Juvenile Court, a component unit of the City of New Orleans, as of and for the year ended December 31, 1995, as listed in the table of contents. These general purpose financial statements are the responsibility of the Orleans Parish Juvenile Court's management. Our responsibility is to express an opinion on these general purpose financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards, the Louisiana Governmental Audit Guide, Government Auditing Standards, issued by the Comptroller General of the United States, and provisions of Office of Management and Budget Circular A-128, "Audits of State and Local Governments". Those standards and OMB Circular A-128 require that we plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the general purpose financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall general purpose financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

The Orleans Parish Juvenile Court has a bank account in its Non-Support agency fund that has never been reconciled due to the fact that an outstanding check listing could not be generated by the computer department of the City of New Orleans. We were not able to perform adequate alternative procedures to satisfy ourselves about the current year's cash balance because of the absence of this outstanding check listing.

Because of the significance of the matters discussed in the preceding paragraph, the scope of our work was not sufficient to enable us to express, and we do not express, an opinion on the general purpose financial statements referred to in the first paragraph.

Our audit was made for the purpose of forming an opinion on the general purpose financial statements taken as a whole. The combining statements listed in the table of contents are presented for purposes of additional analysis and are not a required part of the general purpose financial statements of the Orleans Parish Juvenile Court. Such information has been subjected to the auditing procedures applied in the audit of the general purpose financial statements. For reasons stated in the third paragraph of this report, we are unable to express, and do not express, an opinion on the combining statements referred to above.

In accordance with Government Auditing Standards, we have also issued a report dated April 19, 1996 on our consideration of the Orleans Parish Juvenile Court's internal control structure and a report dated April 19, 1996 on its compliance with laws and regulations.

April 19, 1996

Erickson, Krentel, Canton & LaPorte LLP
Certified Public Accountants

ORLEANS PARISH JUVENILE COURT
COMBINED BALANCE SHEET
ALL FUND TYPES AND ACCOUNT GROUPS
DECEMBER 31, 1995

ASSETS

	<u>Governmental Fund Types</u>		<u>Fiduciary Fund</u>	<u>Account Group</u>	<u>Total (Memorandum Only)</u>
	<u>General Fund</u>	<u>Special Revenue Fund</u>	<u>Agency</u>	<u>General Fixed Assets</u>	
Cash	\$ 657,582	\$ 151,297	\$ -	\$ -	\$ 808,879
Receivables:					
Grant	-	121,490	-	-	121,490
Fines	95	-	-	-	95
NSF checks	-	-	3,794	-	3,794
Interfund receivables	115,771	117,484	610,358	-	843,613
Interest receivable	362	-	-	-	362
Investments - at cost	195,078	-	-	-	195,078
Fixed assets	-	-	-	561,042	561,042
Total assets	\$ 968,888	\$ 390,271	\$ 614,152	\$ 561,042	\$ 2,534,353

LIABILITIES AND FUND EQUITY

LIABILITIES:

Accounts payable	\$ 8,543	\$ 80,728	\$ -	\$ -	\$ 89,271
Accrued expenses	1,627	5,649	-	-	7,276
Payroll taxes payable	2,176	-	-	-	2,176
Fines payable	520	-	6,536	-	7,056
Interfund payables	712,313	42,409	88,891	-	843,613
Bonds outstanding	-	-	264,871	-	264,871
Deposits payable	-	-	200	-	200
Unprocessed payments	-	-	151,393	-	151,393
Due to others	-	-	102,261	-	102,261
Total liabilities	725,179	128,786	614,152	-	1,468,117

FUND EQUITY:

Fund balance	243,709	261,485	-	-	505,194
Investment in general fixed assets	-	-	-	561,042	561,042
Total fund equity	243,709	261,485	-	561,042	1,066,236
Total liabilities and fund equity	\$ 968,888	\$ 390,271	\$ 614,152	\$ 561,042	\$ 2,534,353

See accompanying NOTES TO GENERAL PURPOSE FINANCIAL STATEMENTS

ORLEANS PARISH JUVENILE COURT
COMBINED STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE - GOVERNMENTAL FUND TYPES
FOR THE YEAR ENDED DECEMBER 31, 1995

	<u>General</u>	<u>Special Revenue</u>	<u>Total (Memorandum Only)</u>
REVENUES:			
Fines and fees	\$ 45,233	\$ 86,961	\$ 132,194
Court costs	310,359	-	310,359
Contractual services	-	38,750	38,750
Grants	16,938	671,176	688,114
Interest	12,074	-	12,074
Miscellaneous	<u>47,945</u>	<u>-</u>	<u>47,945</u>
Total revenues	<u>432,549</u>	<u>796,887</u>	<u>1,229,436</u>
EXPENDITURES:			
Personal services	186,566	512,863	699,429
Contractual services	208,371	56,958	265,329
Supplies	41,253	-	41,253
Program costs	-	82,566	82,566
Administrative costs	-	929	929
Machinery and equipment	16,873	-	16,873
Miscellaneous	<u>420</u>	<u>-</u>	<u>420</u>
Total expenditures	<u>453,483</u>	<u>653,316</u>	<u>1,106,799</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	<u>(20,934)</u>	<u>143,571</u>	<u>122,637</u>
OTHER FINANCING SOURCES (USES):			
Operating transfers in	85,029	-	85,029
Operating transfers out	<u>-</u>	<u>(85,029)</u>	<u>(85,029)</u>
Total other financing sources (uses)	<u>85,029</u>	<u>(85,029)</u>	<u>-</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES AND OTHER FINANCING SOURCES	64,095	58,542	122,637
FUND BALANCE, JANUARY 1 (AS RESTATED)	<u>179,614</u>	<u>202,943</u>	<u>382,557</u>
FUND BALANCE, DECEMBER 31	<u>\$ 243,709</u>	<u>\$ 261,485</u>	<u>\$ 505,194</u>

See accompanying NOTES TO GENERAL PURPOSE FINANCIAL STATEMENTS

ORLEANS PARISH JUVENILE COURT
COMBINED STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCES - ACTUAL AND BUDGET
GOVERNMENTAL FUND TYPES
FOR THE YEAR ENDED DECEMBER 31, 1995

	General			Special Revenue		
	Actual	Budget	Variance- Favorable (Unfavorable)	Actual	Budget	Variance- Favorable (Unfavorable)
REVENUES:						
Fines and fees	\$ 45,233	\$ 41,700	\$ 3,533	\$ 86,961	\$ 81,985	\$ 4,976
Court costs	310,359	307,048	3,311	-	-	-
Contractual services	-	-	-	38,750	38,750	-
Grants	16,938	4,300	12,638	671,176	929,073	(257,897)
Interest income	12,074	3,000	9,074	-	-	-
Miscellaneous	47,945	49,900	(1,955)	-	-	-
Total revenues	432,549	405,948	26,601	796,887	1,049,808	(252,921)
EXPENDITURES:						
Personal services	186,566	204,000	17,434	512,863	689,017	176,154
Contractual services	208,371	246,133	37,762	56,958	55,531	(1,427)
Supplies	41,253	39,800	(1,453)	-	-	-
Program costs	-	-	-	82,566	222,141	139,575
Administrative costs	-	-	-	929	1,134	205
Machinery and equipment	16,873	9,300	(7,573)	-	-	-
Miscellaneous	420	2,500	2,080	-	-	-
Total expenditures	453,483	501,733	48,250	653,316	967,823	314,507
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(20,934)	(95,785)	74,851	143,571	81,985	61,586
OTHER FINANCING SOURCES (USES):						
Operating transfers in	85,029	95,785	(10,756)	-	-	-
Operating transfers out	-	-	-	(85,029)	(81,985)	(3,044)
Total other financing sources	85,029	95,785	(10,756)	(85,029)	(81,985)	(3,044)
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES AND OTHER FINANCING SOURCES	64,095	-	64,095	58,542	-	58,542
FUND BALANCE, JANUARY 1	228,491	-	228,491	202,943	-	202,943
Prior period adjustment	(48,877)	-	(48,877)	-	-	-
FUND BALANCE, DECEMBER 31	\$ 243,709	\$ -	\$ 243,709	\$ 261,485	\$ -	\$ 261,485

See accompanying NOTES TO GENERAL PURPOSE FINANCIAL STATEMENTS

ORLEANS PARISH JUVENILE COURT
NOTES TO GENERAL PURPOSE FINANCIAL STATEMENTS
DECEMBER 31, 1995

(1) SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The Louisiana Constitution of 1921 provided the foundation for the Orleans Parish Juvenile Court (the Court) as it exists today. The Court handles all juvenile violations, determines and obtains support obligations owed by absent parents to their families and children, and all other administrative and judicial matters involving juveniles in Orleans Parish, Louisiana.

Reporting Entity

Due to its fiscal dependency on the City of New Orleans, the Court has been determined to be a component unit of the reporting entity of the City of New Orleans. The accompanying financial statements present information only on the funds maintained by the Court and do not present information from the City of New Orleans, the general government services provided by that governmental unit, or the other governmental units that comprise the City of New Orleans' financial reporting entity. The court has no component units.

The accounting and reporting policies of the Court conform to generally accepted accounting principles as applicable to governmental units.

(a) Fund Accounting

The accounts of the Court are organized on the basis of funds and an account group, each of which is considered to be a separate accounting entity. The operations of each fund are accounted for by providing a separate set of self-balancing accounts which are comprised of each fund's assets, liabilities, fund equity, revenues, and expenditures. The following funds and accounting groups are used by the Court:

General Fund

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

Special Revenue Funds

Special Revenue Funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes.

ORLEANS PARISH JUVENILE COURT
NOTES TO GENERAL PURPOSE FINANCIAL STATEMENTS (CONTINUED)
DECEMBER 31, 1995

(1) SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Fiduciary Fund Types

Trust and Agency Funds

Trust and Agency Funds are used to account for assets held by the court in a trustee capacity or as an agent for individuals, other governments and/or other funds. Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations.

General Fixed Assets Account Group

The General Fixed Assets Account Group is used to account for fixed assets used in governmental fund types operations for control purposes. All fixed assets are valued at historical cost or estimated historical costs if actual historical cost is not available. Donated fixed assets are valued at their estimated fair value on the date of donation. No depreciation is recorded on general fixed assets.

(b) Basis of Accounting

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. All governmental funds are accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities 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 net current assets.

The modified accrual basis of accounting is used by all governmental fund types and agency funds. 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 collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures are recorded when the related fund liability is incurred.

ORLEANS PARISH JUVENILE COURT
NOTES TO GENERAL PURPOSE FINANCIAL STATEMENTS (CONTINUED)
DECEMBER 31, 1995

(1) SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

(c) Budgetary Data

For the year ended December 31, 1995, the Court adopted an annual budget for the General Fund and Special Revenue Funds.

Budgetary practices followed by the court include public notice of the proposed budget, public inspection of the proposed budget, and public hearings on the budget. Budgetary integration is used as a management control device.

(d) Cash

The Office is authorized under state law to deposit funds within a fiscal agent bank organized under the laws of the State of Louisiana, the laws of any other state in the Union, and the laws of the United States. Under state laws, these deposits must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. The market value of such pledged securities and federal deposit insurance must equal or exceed the amount on deposit with the fiscal agent.

At December 31, 1995, the carrying amount of the Court's deposits was \$808,879 and the bank balance was \$828,040. Of the bank balances, \$100,000 was covered by federal depository insurance, and \$728,040 was covered by collateral held by the pledging institutions' agent in the Office's name.

(e) Investments

The Office is authorized under state law to invest in U.S. bonds, treasury notes, and other federally insured investments. Investments are stated at the lower of cost or fair market value.

(f) Total Columns on Combined Statements - Overview

Total columns on the combined statements are captioned memorandum only to indicate that they are presented only to facilitate financial analysis. Data in these columns do not present financial position, results of operations, or changes in financial position in conformity with generally accepted accounting principles. Nor is such data comparable to a consolidation. Interfund eliminations have not been made in the aggregation of this data.

ORLEANS PARISH JUVENILE COURT
NOTES TO GENERAL PURPOSE FINANCIAL STATEMENTS (CONTINUED)
DECEMBER 31, 1995

(2) INTERFUND RECEIVABLES AND PAYABLES

Interfund receivables and payables at December 31, 1995 are as follows:

	<u>Interfund Receivables</u>	<u>Interfund Payables</u>
General fund	\$ 115,771	\$ 712,313
JIPS	-	26,473
Weekend detention	286	14,981
Case processing	34,225	-
Bond escrow	14,578	100
Special probation	55,958	-
Hearing officers	12,437	286
FINS	-	569
Non-Support	283,541	33,681
Restitution	4,082	60
OIDP	1,840	18
Bond	265,071	-
Transcript	1,723	1,723
Traffic	<u>54,101</u>	<u>53,409</u>
	<u>\$ 843,613</u>	<u>\$ 843,613</u>

(3) INVESTMENTS

Investments of the Court at December 31, 1995 are as follows:

	<u>Carrying Value</u>	<u>Fund</u>
<u>U.S. Treasury Bill:</u>		
Held by the Court's agent in the Court's name	<u>\$ 195,078</u>	General- Concentration
Total U.S. Treasury Bills	<u>\$ 195,078</u>	

The market value of the U.S. Treasury bill was not materially different from its carrying value at December 31, 1995.

ORLEANS PARISH JUVENILE COURT
NOTES TO GENERAL PURPOSE FINANCIAL STATEMENTS (CONTINUED)
DECEMBER 31, 1995

(4) CHANGES IN GENERAL FIXED ASSETS

Fixed assets are accounted for in the General Fixed Asset Account Group, rather than in the governmental fund. No depreciation has been provided on fixed assets. All fixed assets are valued at historical cost or estimated cost if historical cost is not available. The balance at December 31, 1995 consists of \$401,130 of historical costs, and \$159,912 of estimated costs. The General Fixed Asset Account Group is not a fund. It is concerned only with the measurement of financial position and does not involve measurement of results of operations. A summary of changes in general fixed assets follows:

	Balance December 31, <u>1994</u>	<u>Additions</u>	<u>Deletions</u>	Balance December 31, <u>1995</u>
Furniture and fixtures	\$ 149,919	\$ 3,445	\$ -	\$ 153,364
Equipment	82,856	-	-	82,856
Computer equipment	298,740	13,428	-	312,168
Autos and vans	<u>12,654</u>	<u>-</u>	<u>-</u>	<u>12,654</u>
Total	<u>\$ 544,169</u>	<u>\$ 16,873</u>	<u>\$ -</u>	<u>\$ 561,042</u>

(5) LEASES

The Court has a cancelable operating lease for the rental and maintenance of a copy machine. The total amount charged to copier expense as a result of this lease was \$15,699 for the year ended December 31, 1995.

In 1993, the Court entered into a capital lease for computer equipment. This lease expired, and final payment was made on it in December 1995. The total amount charged to equipment lease under this lease was \$26,232 for the year ended December 31, 1995.

(6) BONDS OUTSTANDING

Bonds outstanding represent monies paid by defendants for their release from court custody. The amount of each bond will be reimbursed to the defendant upon his/her appearance for trial and/or will be forfeited towards arrearages due for fines, fees, or non-support.

ORLEANS PARISH JUVENILE COURT
NOTES TO GENERAL PURPOSE FINANCIAL STATEMENTS (CONTINUED)
DECEMBER 31, 1995

(7) EXPENSES OF THE COURT NOT INCLUDED IN THE FINANCIAL STATEMENTS

The accompanying financial statements do not include certain portions of the Court's expenses paid directly by other governmental entities. Expenses for the Court, paid by the City of New Orleans include court room space, office space, utilities, certain capital improvements, and major portions of the salaries and related benefits of the Court's administrative and support staff.

Salaries of the Court's judges are paid by the State of Louisiana.

(8) CONCENTRATIONS OF CREDIT RISK

Financial instruments that potentially subject the Court to concentrations of credit risk consist principally of investments in U.S. Treasuries. Investments in U.S. Treasuries totalled \$195,078 at December 31, 1995.

(9) ECONOMIC DEPENDENCY

The Court is economically dependent on the City of New Orleans for the payment of the expenses described in Note 7. Should the City of New Orleans be unable to pay the expenses in 1996, the operations of the Court would be adversely effected.

(10) RESTATEMENT

The fund balance of the General Fund has been adjusted, in the current year, due to the understatement of interfund payables in prior years.

ORLEANS PARISH JUVENILE COURT
COMBINING BALANCE SHEET
GOVERNMENTAL FUND TYPE - SPECIAL REVENUE FUNDS
DECEMBER 31, 1995

ASSETS

	<u>JIPS</u>	<u>Weekend Detention Fund</u>	<u>Case Processing Fund</u>	<u>Bond Escrow Fund</u>	<u>Special Probation Fund</u>	<u>Hearing Officers Fund</u>	<u>FINS Fund</u>	<u>Total (Memorandum Only)</u>
Cash	\$ 28,136	\$ 10,982	\$ -	\$ -	\$ -	\$ 109,134	\$ 3,045	\$ 151,297
Receivable - grant	1,057	6,642	-	-	-	113,791	-	121,490
Interfund receivables	-	286	34,225	14,578	55,958	12,437	-	117,484
Total assets	\$ 29,193	\$ 17,910	\$ 34,225	\$ 14,578	\$ 55,958	\$ 235,362	\$ 3,045	\$ 390,271

LIABILITIES AND FUND BALANCE

<u>LIABILITIES:</u>								
Accounts payable	\$ 1,242	\$ 540	\$ -	\$ -	\$ -	\$ 78,946	\$ -	\$ 80,728
Accrued expenses	2,572	311	-	-	-	1,193	1,573	5,649
Interfund payables	26,473	14,981	-	100	-	286	569	42,409
Total liabilities	30,287	15,832	-	100	-	80,425	2,142	128,786
<u>FUND BALANCE</u>	<u>(1,094)</u>	<u>2,078</u>	<u>34,225</u>	<u>14,478</u>	<u>55,958</u>	<u>154,937</u>	<u>903</u>	<u>261,485</u>
Total liabilities and fund balance	\$ 29,193	\$ 17,910	\$ 34,225	\$ 14,578	\$ 55,958	\$ 235,362	\$ 3,045	\$ 390,271

ORLEANS PARISH JUVENILE COURT
COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES
IN FUND BALANCE - GOVERNMENTAL FUND TYPE - SPECIAL REVENUE FUNDS
FOR THE YEAR ENDED DECEMBER 31, 1995

	JIPS	Weekend and After School Detention Fund	Case Processing Fund	Bond Escrow Fund	Special Probation Fund	Hearing Officers Fund	FINS Fund	Total (Memorandum Only)
REVENUES:								
Fines and fees	\$ -	\$ -	\$ 49,608	\$ 3,210	\$ 34,143	\$ -	\$ -	\$ 86,961
Contractual services	-	-	-	-	-	-	38,750	38,750
Grants	202,701	50,554	-	-	-	417,921	-	671,176
Miscellaneous	-	-	-	-	-	-	-	-
Total revenues	202,701	50,554	49,608	3,210	34,143	417,921	38,750	796,887
EXPENDITURES:								
Personal services	105,940	29,582	-	-	-	339,739	37,602	512,863
Contractual services	40,069	16,889	-	-	-	-	-	56,958
Program costs	57,786	1,186	39	157	-	23,263	135	82,566
Administrative costs	-	819	-	-	-	-	110	929
Total expenditures	203,795	48,476	39	157	-	363,002	37,847	653,316
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(1,094)	2,078	49,569	3,053	34,143	54,919	903	143,571
OTHER FINANCING SOURCES (USES):								
Operating transfers out	-	-	(50,230)	-	(34,800)	-	-	(85,029)
Total other financing sources (uses)	-	-	(50,230)	-	(34,800)	-	-	(85,029)
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES AND OTHER FINANCING SOURCES (USES)	(1,094)	2,078	(661)	3,053	(657)	54,919	903	58,542
FUND BALANCE, JANUARY 1	-	-	34,886	11,425	56,615	100,018	-	202,943
FUND BALANCE, DECEMBER 31	(1,094)	2,078	34,225	14,478	55,958	154,937	903	261,485

See Auditors' Report

ORLEANS PARISH JUVENILE COURT
 COMBINING BALANCE SHEET
 FIDUCIARY FUND TYPE
 DECEMBER 31, 1995

ASSETS

	Non-Support Fund	Restitution Fund	Orleans Indigent Defender Program Fund	Bond Fund	Transcript Deposit Fund	Traffic Fund	Total (Memorandum) Only
<u>RECEIVABLE:</u>							
NSF checks	\$ 3,794	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,794
Interfund receivables	283,541	4,082	1,840	265,071	1,723	54,101	610,358
Total assets	<u>\$ 287,335</u>	<u>\$ 4,082</u>	<u>\$ 1,840</u>	<u>\$ 265,071</u>	<u>\$ 1,723</u>	<u>\$ 54,101</u>	<u>\$ 614,152</u>

LIABILITIES AND FUND BALANCE

Fines payable	\$ -	\$ 4,022	\$ 1,822	\$ -	\$ -	\$ 692	\$ 6,536
Interfund payables	33,681	60	18	-	1,723	53,409	88,891
Bonds outstanding	-	-	-	264,871	-	-	264,871
Deposits payable	-	-	-	200	-	-	200
Unprocessed payments	151,393	-	-	-	-	-	151,393
Due to others	102,261	-	-	-	-	-	102,261
Total liabilities	287,335	4,082	1,840	265,071	1,723	54,101	614,152
<u>FUND BALANCE</u>	-	-	-	-	-	-	-
Total liabilities and fund balance	<u>\$ 287,335</u>	<u>\$ 4,082</u>	<u>\$ 1,840</u>	<u>\$ 265,071</u>	<u>\$ 1,723</u>	<u>\$ 54,101</u>	<u>\$ 614,152</u>

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INDEPENDENT AUDITORS' REPORT ON
SCHEDULE OF FEDERAL FINANCIAL ASSISTANCE

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*PROFESSIONAL CORPORATION

J.V. LECLERE KRENTEL (Ret. 1993)
RONALD H. ACKERMANN (Ret. 1995)

Orleans Parish Juvenile Court
421 Loyola Avenue
New Orleans, Louisiana 70112

We have audited the general purpose financial statements of the Orleans Parish Juvenile Court, a component unit of the City of New Orleans, as of and for the year ended December 31, 1995, and have issued our report thereon dated April 19, 1996. These general purpose financial statements are the responsibility of the Orleans Parish Juvenile Court's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards, the Louisiana Governmental Audit Guide, Government Auditing Standards, issued by the Comptroller General of the United States, and the provisions of Office of Management and Budget Circular A-128, "Audits of State and Local Governments". Those standards and OMB Circular A-128 require that we plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

Our audit was conducted for the purpose of forming an opinion on the general purpose financial statements of the Orleans Parish Juvenile Court taken as a whole. The accompanying Schedule of Federal Financial Assistance is presented for purposes of additional analysis and is not a required part of the general purpose financial statements. The information in that schedule has been subjected to the auditing procedures applied in the audit of the general purpose financial statements and, in our opinion, is fairly presented in all material respects in relation to the general purpose financial statements taken as a whole.

April 19, 1996

Ericksen, Krentel, Canton & LaPorte LLP
Certified Public Accountants

ORLEANS PARISH JUVENILE COURT
 SCHEDULE OF FEDERAL FINANCIAL ASSISTANCE
 FOR THE YEAR ENDED DECEMBER 31, 1995

<u>Federal Grantor/ Pass-through Grantor/ Program Title</u>	<u>Federal CFDA Number</u>	<u>Pass-through Grantor's Number</u>	<u>Disbursements/ Expenditures</u>
OTHER FEDERAL ASSISTANCE - NON MAJOR PROGRAMS			
<u>U.S. Department of Justice</u>			
Louisiana Commission on Law Enforcement			
Juvenile Intensive Probation Supervision	16.579	93-B9-B.11-0231 94-B9-B.11-0074	\$ 114,630 <u>36,313</u> 150,943
Weekend and After School Detention	16.540	94-JP-J.3-0231	<u>50,554</u> 201,497
Total U.S. Department of Justice			
<u>U.S. Department of Health and Human Services</u>			
Louisiana Department of Social Services			
Hearing Officers	93.563	355-5095\5605 355-6130\6465	114,846 <u>133,435</u> 248,281
Childrens Trust Fund	93.672	370-2047\05752	<u>4,738</u>
Total U.S. Department of Health and Human Services			
<u>\$ 454,516</u>			
Total Federal Financial Assistance			

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J.V. LECLERE KRENTEL (Ret. 1993)
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**INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL
STRUCTURE BASED ON AN AUDIT OF GENERAL PURPOSE
FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH
GOVERNMENT AUDITING STANDARDS**

Orleans Parish Juvenile Court
421 Loyola Avenue
New Orleans, Louisiana 70112

We have audited the general purpose financial statements of the Orleans Parish Juvenile Court, a component unit of the City of New Orleans, as of and for the year ended December 31, 1995 and have issued our report thereon dated April 19, 1996.

We have conducted our audit in accordance with generally accepted auditing standards, the Louisiana Governmental Audit Guide, and 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 general purpose financial statements are free of material misstatement.

The management of the Orleans Parish Juvenile Court is responsible for establishing and maintaining an internal control structure. In fulfilling this responsibility, estimates and judgments by management are required to assess the expected benefits and related costs of internal control structure policies and procedures. The objectives of an internal control structure are to provide management with reasonable, but not absolute, assurance that assets are safeguarded against loss from unauthorized use or disposition, and that transactions are executed in accordance with management's authorization and recorded properly to permit the preparation of financial statements in accordance with generally accepted accounting principles. Because of inherent limitations in any internal control structure, errors or irregularities may nevertheless occur and not be detected. Also, projection of any evaluation of the structure to future periods is subject to the risk that procedures may become inadequate because of changes in conditions or that the effectiveness of the design and operation of policies and procedures may deteriorate.

In planning and performing our audit of the general purpose financial statements of the Orleans Parish Juvenile Court, for the year ended December 31, 1995, we obtained an understanding of the internal control structure. With respect to the internal control structure, we obtained an understanding of the design of relevant policies and procedures and whether they have been placed in operation, and we assessed control risk in order to determine our auditing procedures for the purpose of expressing an opinion on the general purpose financial statements and not to provide an opinion on the internal control structure. Accordingly, we do not express such an opinion.

We noted certain matters involving the internal control structure and its operation that we consider to be reportable conditions under standards established by the American Institute of Certified Public Accountants. Reportable conditions involve matters coming to our attention relating to significant deficiencies in the design or operation of the internal control structure that, in our judgement, could adversely affect the entity's ability to record, process, summarize, and report financial data consistent with the assertions of management in the general purpose financial statements. The following are considered to be reportable conditions:

1) Bank Reconciliations

We noted that monthly bank account reconciliations were not prepared on a timely basis for several of the bank accounts maintained by the Court. This could lead to errors or defalcations not being identified or corrected on a timely basis.

Management's Response

An accountant has been retained by the Court and has been assigned the responsibility of preparing bank account reconciliations. All reconciliations are now prepared on a timely basis.

2) Trial Balances

During our audit we noted that trial balances were not prepared for any fund other than the Judicial Expense fund. The timely preparation of trial balances will assist the Court in reporting on its financial condition and operations, aid in the identification of errors, and assist management in making decisions regarding financial matters.

Management's Response

An accountant has been assigned the responsibility of preparing trial balances, for all funds, on a monthly basis. Computerized accounting software has been purchased to assist in the preparation of trial balances and financial statements.

3) Control of Blank Checks and Check Signing Machine

Blank checks and the check signing machine are being stored in unsecured locations in the Finance Department office. Blank checks should be kept in a locked box or cabinet accessible only to those with proper authorization and, periodically, the checks should be accounted for.

Management's Response

Blank checks will be moved to a secure location and access to the checks will be restricted. A log will be established to monitor check usage. A log will also be established to track and monitor usage of the check signing machine.

4) Outstanding Check List

An outstanding check list was not prepared for one of the bank accounts in the Non-Support fund. The balance reported in this account can not be verified since there is no outstanding check list.

Management's Response

The Court is attempting to obtain or prepare an outstanding check list for this account. Information on this account has been difficult to obtain because the account was closed in 1983. The City of New Orleans maintained the Court's records at the time the account was closed and a search of the City's records has not revealed any information on the account. The Court's judicial administrator is currently attempting to locate information on the account through a review of archival data maintained by the City.

A material weakness is a reportable condition in which the design or operation of one or more of the internal control structure elements does not reduce to a relatively low level the risk that errors or irregularities in amounts that would be material in relation to the general purpose financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions.

Ericksen, Krentel, Canton & LaPorte, L.L.P.

CERTIFIED PUBLIC ACCOUNTANTS

Orleans Parish Juvenile Court

April 19, 1996

Page 3

Our consideration of the internal control structure would not necessarily disclose all matters in the internal control structure that might be reportable conditions and, accordingly, would not necessarily disclose all reportable conditions that are also considered to be material weaknesses as defined above. However, we noted the following matter involving the internal control structure and its operation that we consider to be a material weakness as defined above. This condition was considered in determining the nature, timing, and extent of the procedures to be performed in our audit of the financial statements of the Orleans Parish Juvenile Court, for the year ended December 31, 1995.

The lack of an outstanding check list for one of the Non-Support fund bank accounts detailed above, as reportable condition number 4, is considered to be a material weakness. This condition was considered to be a material weakness in the prior year and has not been corrected.

We also noted other matters involving the internal control structure and its operations that we have reported to the management of the Orleans Parish Juvenile Court, in a separate letter dated April 19, 1996.

This report is intended for the information of management and those governmental agencies required to receive this report. However, this report is a matter of public record and its distribution is not limited.

April 19, 1996

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**INDEPENDENT AUDITORS' REPORT ON COMPLIANCE
BASED ON AN AUDIT OF GENERAL PURPOSE
FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH
GOVERNMENT AUDITING STANDARDS**

Orleans Parish Juvenile Court
421 Loyola Avenue
New Orleans, Louisiana 70112

We have audited the general purpose financial statements of the Orleans Parish Juvenile Court, a component unit of the City of New Orleans, as of and for the year ended December 31, 1995, and have issued our report thereon dated April 19, 1996.

We conducted our audit in accordance with generally accepted auditing standards, the Louisiana Governmental Audit Guide, and 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 general purpose financial statements are free of material misstatement.

Compliance with laws, regulations, contracts, and grants applicable to the Orleans Parish Juvenile Court, is the responsibility of the Orleans Parish Juvenile Court's management. As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we performed tests of the Orleans Parish Juvenile Court's compliance with certain provisions of laws, regulations, contracts, and grants. However, the objective of our audit of the general purpose financial statements was not to provide an opinion on overall compliance with such provisions. Accordingly, we do not express such an opinion.

The results of our tests disclosed no instances of noncompliance that are required to be reported under Government Auditing Standards.

This report is intended for the information of management, and those governmental agencies required to receive this report. However, this report is a matter of public record and its distribution is not limited.

April 19, 1996

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**INDEPENDENT AUDITORS' REPORT ON THE INTERNAL
CONTROL STRUCTURE USED IN ADMINISTERING
FEDERAL FINANCIAL ASSISTANCE PROGRAMS**

Orleans Parish Juvenile Court
421 Loyola Avenue
New Orleans, Louisiana 70112

We have audited the general purpose financial statements of the Orleans Parish Juvenile Court, a component unit of the City of New Orleans as of and for the year ended December 31, 1995, and have issued our report thereon dated April 19, 1996.

We conducted our audit in accordance with generally accepted auditing standards, the Louisiana Governmental Audit Guide, Government Auditing Standards, issued by the Comptroller General of the United States; and Office of Management and Budget (OMB) Circular A-128, "Audits of State and Local Governments". Those standards and OMB Circular A-128 require that we plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement.

In planning and performing our audit for the year ended December 31, 1995, we considered the Orleans Parish Juvenile Court's internal control structure in order to determine our auditing procedures for the purpose of expressing our opinion on the Orleans Parish Juvenile Court's general purpose financial statements and to report on the internal control structure in accordance with OMB Circular A-128. This report addresses our consideration of internal control structure policies and procedures relevant to compliance with requirements applicable to federal financial assistance programs. We have addressed internal control structure policies and procedures relevant to our audit of the general purpose financial statements in a separate report dated April 19, 1996.

The management of the Orleans Parish Juvenile Court is responsible for establishing and maintaining an internal control structure. In fulfilling this responsibility, estimates and judgments by management are required to assess the expected benefits and related costs of internal control structure policies and procedures. The objectives of an internal control structure are to provide management with reasonable, but not absolute, assurance that assets are safeguarded against loss from unauthorized use or disposition, that transactions are executed in accordance with management's authorization and recorded properly to permit the preparation of general purpose financial statements in accordance with generally accepted accounting principles, and that federal financial assistance programs are managed in compliance with applicable laws and regulations. Because of inherent limitations in any internal control structure, errors, irregularities, or instances of noncompliance may nevertheless occur and not be detected. Also, projection of any evaluation of the structure to future periods is subject to the risk that procedures may become inadequate because of changes in conditions or that the effectiveness of the design and operation of policies and procedures may deteriorate.

For the purpose of this report, we have classified the significant internal control structure policies and procedures used in administering federal financial assistance programs in the following categories:

Activity Cycles

- * Revenue/receipts
- * Purchases/disbursements

General Requirements

- * Political Activity
- * Civil Rights
- * Cash Management
- * Federal Financial Reports
- * Allowable costs/cost principles
- * Drug-free Workplace Act
- * Administrative requirements

Specific Requirements

- * Types of services allowed or not allowed
- * Eligibility
- * Matching, level of effort, or earmarking
- * Reporting
- * Cost allocation
- * Special requirements, where applicable

For all of the internal control structure categories listed above, we obtained an understanding of the design of relevant policies and procedures and determined whether they have been placed in operation, and we assessed control risk.

During the year ended December 31, 1995, the Orleans Parish Juvenile Court had no major federal financial assistance programs and expended 56.54% of its total federal financial assistance under the following nonmajor federal financial assistance program:

U.S. Department of Health and Human Services
Hearing Officers Program

We performed test of controls, as required by OMB Circular A-128, to evaluate the effectiveness of the design and operation of internal control structure policies and procedures that we have considered relevant to preventing or detecting material noncompliance with specific requirements, general requirements, and requirements governing claims for advances and reimbursements and amounts claimed or used for matching that are applicable to each of the aforementioned nonmajor programs. Our procedures were less in scope than would be necessary to render an opinion on these internal control structure policies and procedures. Accordingly, we do not express such an opinion.

We noted certain matters involving the internal control structure and its operation that we consider to be reportable conditions under standards established by the American Institute of Certified Public Accountants. Reportable condition involve matters coming to our attention relating to significant deficiencies in the design or operation of the internal control structure that, in our judgment, could adversely affect the Orleans Parish Juvenile Court's ability to administer federal financial assistance programs in accordance with applicable laws and regulations. The following are the reportable conditions noted:

- A) Bank account reconciliations were not prepared on a timely basis for the Juvenile Intensive Probation Supervision, Weekend Detention, and Hearing Officers grant fund bank accounts.

Orleans Parish Juvenile Court

April 19, 1996

Page 3

- B) Trial balances were not prepared on a timely basis for the Juvenile Court Intensive Probation Supervision, Weekend Detention, and Hearing Officers grant funds.
- C) Two timesheets for the Weekend Detention Program Director were not signed by court management to indicate their approval/review of the timesheets.

A material weakness is a reportable condition in which the design or operation of one or more of the internal control structure elements does not reduce to a relatively low level the risk that noncompliance with laws and regulations that would be material to the federal financial assistance program may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions.

Our consideration of the internal control structure policies and procedures used in administering federal financial assistance would not necessarily disclose all matters in the internal control structure that might be reportable conditions and, accordingly, would not necessarily disclose all reportable conditions that are also considered to be material weaknesses as defined above. However, we believe none of the reportable conditions described above is a material weakness.

We also noted other matters involving the internal control structure and its operations that we have reported to the management of the Orleans Parish Juvenile Court, in a separate letter dated April 19, 1996.

This report is intended solely for the use of management and those governmental agencies required to receive this report. However, this report is a matter of public record and its distribution is not limited.

April 19, 1996

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**INDEPENDENT AUDITORS' REPORT ON COMPLIANCE
WITH THE GENERAL REQUIREMENTS APPLICABLE TO
FEDERAL FINANCIAL ASSISTANCE PROGRAMS**

J.V. LECLERE KRENTEL (Ret. 1993)
RONALD H. ACKERMANN (Ret. 1995)

Orleans Parish Juvenile Court
421 Loyola Avenue
New Orleans, Louisiana 70112

We have audited the general purpose financial statements of the Orleans Parish Juvenile Court, a component unit of the City of New Orleans, as of and for the year ended December 31, 1995, and have issued our report thereon dated April 19, 1996.

We have applied procedures to test the Orleans Parish Juvenile Court's compliance with the following requirements applicable to its federal financial assistance programs, which are identified in the Schedule of Federal Financial Assistance, for the year ended December 31, 1995:

- * Political Activity
- * Civil Rights
- * Cash Management
- * Federal Financial Reports
- * Allowable costs/cost principles
- * Drug-free Workplace Act
- * Administrative requirements

Our procedures were limited to the applicable procedures described in the Office of Management and Budget's "Compliance Supplement for Single Audits of State and Local Governments". Our procedures were substantially less in scope than an audit, the objective of which is the expression of an opinion on the Orleans Parish Juvenile Court's compliance with the requirements listed in the preceding paragraph. Accordingly, we do not express such an opinion.

With respect to the items tested, the results of those procedures disclosed no material instances of noncompliance with the requirements listed in the second paragraph of this report. With respect to items not tested, nothing came to our attention that caused us to believe that the Orleans Parish Juvenile Court had not complied, in all material respects, with those requirements. Also, the results of our procedures did not disclose any immaterial instances of noncompliance with those requirements.

This report is intended for the information of management, and those governmental agencies required to receive this report. However, this report is a matter of public record and its distribution is not limited.

April 19, 1996

Ericksen, Krentel, Canton & LaPorte LLP
Certified Public Accountants

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**INDEPENDENT AUDITORS' REPORT ON COMPLIANCE
WITH SPECIFIC REQUIREMENTS APPLICABLE TO NONMAJOR
FEDERAL FINANCIAL ASSISTANCE PROGRAM TRANSACTIONS**

J.V. LECLERE KRENTEL (Ret. 1993)
RONALD H. ACKERMANN (Ret. 1995)

Orleans Parish Juvenile Court
421 Loyola Avenue
New Orleans, Louisiana 70112

We have audited the general purpose financial statements of the Orleans Parish Juvenile Court, a component unit of the City of New Orleans, as of and for the year ended December 31, 1995, and have issued our report thereon dated April 19, 1996.

In connection with our audit of the general purpose financial statements of the Orleans Parish Juvenile Court, and with our consideration of the Orleans Parish Juvenile Court's control structure used to administer federal financial assistance programs, as required by Office of Management and Budget Circular A-128, "Audits of State and Local Governments", we selected certain transactions applicable to certain nonmajor federal financial assistance programs for the year ended December 31, 1995. As required by OMB Circular A-128, we have performed auditing procedures to test compliance with the requirements governing types of services allowed or unallowed; eligibility; matching, level of effort, or earmarking; reporting; cost allocation; and special requirements that are applicable to those transactions. Our procedures were substantially less in scope than an audit, the objective of which is the expression of an opinion on the Orleans Parish Juvenile Court's compliance with these requirements. Accordingly, we do not express such an opinion.

With respect to the items tested, the results of those procedures disclosed no material instances of noncompliance with the requirements listed in the preceding paragraph. With respect to items not tested, nothing came to our attention that caused us to believe that the Orleans Parish Juvenile Court had not complied, in all material respects, with those requirements. However, the results of our procedures disclosed immaterial instances of non-compliance with those requirements, which are described in the accompanying Schedule of Findings and Questioned Costs.

This report is intended for the information of management, and those governmental agencies required to receive this report. However, this report is a matter of public record and its distribution is not limited.

April 19, 1996

Ericksen, Krentel, Canton & LaPorte LLP
Certified Public Accountants

ORLEANS PARISH JUVENILE COURT
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED DECEMBER 31, 1995

CURRENT YEAR FINDINGS:

Questioned
Costs

DEPARTMENT OF JUSTICE

1. Weekend and After School Detention
CFDA Number 16.540
Grant Number 94-JP-J.3-0231

- A) **Statement of Condition:** August 1995 to
December 1995 reimbursement requests were
incorrect.

Effect of Condition: Excess reimbursements
were requested.

\$ (2,022)

Cause of Condition: Duplication of certain
fringe benefit payments in the calculation
of other direct costs

Recommendation: Have reimbursement requests
reviewed to verify accuracy.

Response: Reimbursement requests will be
reviewed for accuracy.

- B) **Statement of Condition:** August 1995
reimbursement request was incorrect.

Effect of Condition: Reimbursable
expenditures were understated.

81

Cause of Condition: The payment of
an invoice for parking was excluded
from the expenditures.

Recommendation: Reconcile expenditures
on reimbursement request to actual cash
disbursements.

Response: Expenditures on reimbursement
request will be reconciled to actual cash
disbursements on a monthly basis.

ORLEANS PARISH JUVENILE COURT
SCHEDULE OF FINDINGS AND QUESTIONED COSTS (Continued)
FOR THE YEAR ENDED DECEMBER 31, 1995

C) **Statement of Condition:** Actual expenditures for the year ended December 31, 1995 exceeded the expenditures reported on grant reimbursement requests.

Effect of Condition: Reimbursable expenditures were understated.

158

Cause of Condition: Actual cash disbursements were not accurately reported.

Recommendation: Reconcile expenditures on reimbursement request to actual cash disbursements.

Response: Expenditures on reimbursement request will be reconciled to actual cash disbursements on a monthly basis.

2. Juvenile Intensive Probation Supervision
CFDA Number 16.579
Grant Numbers 93-B9-B.11-0231 \ 94-B9-B.11-0074

A) **Statement of Condition:** Actual expenditures for the year ended December 31, 1995 exceeded the expenditures reported on grant reimbursement requests.

Effect of Condition: Reimbursable expenditures were understated.

798

Cause of Condition: Actual cash disbursements were not accurately reported.

Recommendation: Reconcile expenditures on reimbursement request to actual cash disbursements.

Response: Expenditures on reimbursement request will be reconciled to actual cash disbursements on a monthly basis.

Total Department of Justice

\$ (985)

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*PROFESSIONAL CORPORATION

J.V. LECLERE KRENTEL (Ret. 1993)
RONALD H. ACKERMANN (Ret. 1995)

MANAGEMENT LETTER

April 19, 1996

To the Judges of the
Orleans Parish Juvenile Court
421 Loyola Avenue
New Orleans, Louisiana 70112

Dear Judges:

In planning and performing our audit of the financial statements of the Orleans Parish Juvenile Court for the year ended December 31, 1995, we considered its internal control structure in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control structure.

However, during our audit we became aware of several matters that are opportunities for strengthening internal controls and operating efficiency. This letter summarizes our comments regarding those matters. A separate report dated April 19, 1996 contains our report on reportable conditions in the Orleans Parish Juvenile Court's internal control structure. This letter does not affect our report dated April 19, 1996, on the general purpose financial statements of the Orleans Parish Juvenile Court.

The following are items we noted:

- 1) **Grant Reimbursement Requests**
Requests for reimbursements from grantor agencies are not being filed on a timely basis. This could cause the Court to be denied reimbursement of funds that have been expended and puts a strain on the Court's cash flows since most grant revenues are received after expenditures are made.

Management's Response

Management will provide oversight to insure that the reports are prepared timely.

Judges of the Orleans Parish Juvenile Court

April 19, 1996

Page 2

2) Accounting Manual

The court does not have an accounting procedures manual. Written procedures, instructions, and assignments of duties will prevent or reduce misunderstandings, errors, inefficient or wasted effort, duplicated or omitted procedures, and other situations that can result in inaccurate or untimely accounting records. An accounting manual should aid in the training of new employees and possibly allow for delegation of some accounting functions to other employees. It will take some time and effort for the Court to develop an accounting manual but we believe this time will be more than offset by time saved later in training and supervising personnel.

Management's Response

The Court agrees that an accounting manual would be a useful and efficient management tool. The Court will begin gathering information and have an accounting manual prepared in the near future.

3) Unclaimed Bonds

Louisiana Revised Statutes allow the Court to appropriate and use, for necessary expenses and operations, all sums of money represented by cash bonds held by the Court that have been unclaimed for more than five years. Before any such unclaimed bonds are appropriated, the Court must publish a notice in the official journal of Orleans Parish seeking information concerning the party at interest. The Court has not attempted to appropriate the unclaimed bonds, and therefore is not taking advantage of the opportunity to generate additional operating revenues. We suggest that the Court compile, and regularly update, a listing of unclaimed bonds and use this listing to conduct the procedures necessary to appropriate the outstanding bonds.

Management's Response

Court staff members have been instructed to begin gathering information on the unclaimed bonds. As soon as the listing of unclaimed bonds is completed it will be published and the Court will appropriate any bonds which remain unclaimed after publication of the notice.

4) Vehicle Use Policies

The Court allows certain employees to use vans, owned by the Court, as take home vehicles. The court does not have any written policies concerning personal use of these vehicles. We believe the Court should implement policies that require the preparation and review of mileage logs on each vehicle owned by the court so that personal usage of the vehicles can be tracked.

Judges of the Orleans Parish Juvenile Court
April 19, 1996
Page 3

Management's Response

The Court will review the practice of allowing the use of the vans as take home vehicles, and will discuss implementing the policies needed to track their usage.

We will review the status of these comments during our next audit engagement. We have already discussed these comments with various Court personnel, and will be pleased to discuss them in further detail at your convenience, to perform any additional study of these matters, or to assist you in implementing the recommendations.

Ericksen, Krentel, Canton & LaPorte, L.L.P.
Certified Public Accountants