

HEARD, McELROY, & VESTAL

LLC

CERTIFIED PUBLIC ACCOUNTANTS

333 TEXAS STREET, SUITE 1525
SHREVEPORT, LOUISIANA 71101
318-429-1525 PHONE • 318-429-2070 FAX

February 7, 2020

Mr. Daryl G. Purpera, CPA, CFE
Legislative Auditor
1600 3rd Street
Baton Rouge, LA 70804-9397

Dear Mr. Purpera,

Please find enclosed the amended audited financial statements of Workforce Development Board SDA-83, Inc. for the year ended June 30, 2019. These financial statements have been changed from those originally filed with your office on December 30, 2019 to correct the parish name of the designated grant recipient on page 8 from Franklin Parish Police Jury to Union Parish Police Jury. The remainder of the financial statements is unchanged.

Please contact me if additional information is needed.

Sincerely,



Aimee McFarland, CPA
Audit Partner

HMV

A PROFESSIONAL SERVICES FIRM
SHREVEPORT • MONROE • DELHI

hmv@hmvcpa.com E-MAIL
www.hmvcpa.com WEB ADDRESS

WORKFORCE DEVELOPMENT BOARD SDA-83, INC.

MONROE, LOUISIANA

JUNE 30, 2019

WORKFORCE DEVELOPMENT BOARD SDA-83, INC.

MONROE, LOUISIANA

TABLE OF CONTENTS

| | <u>Page</u> |
|--|-------------|
| Management's Discussion and Analysis (Unaudited) | i-iii |

AUDITED FINANCIAL STATEMENTS

| | |
|---|------|
| Independent Auditor's Report | 1-3 |
| Basic Financial Statements: | |
| Government-Wide Financial Statements: | |
| Statement of Net Position | 4 |
| Statement of Activities | 5 |
| Fund Financial Statements: | |
| Balance Sheet | 6 |
| Statement of Revenues, Expenses, and Changes in Fund Balances | 7 |
| Notes to the Financial Statements | 8-16 |

SUPPLEMENTARY FINANCIAL INFORMATION

| | |
|--|----|
| Schedule of Compensation, Benefits, and Other Payments to Agency Head | 17 |
| Combined Schedule of Expenses, Object Basis-Special Revenue Funds | 18 |
| Combined Schedule of Revenues, Expenses, and Changes in Fund Balance, by Parish, by Cost Category | 19 |
| Schedule of Expenditures of Federal Awards | 20 |
| Notes to the Schedule of Expenditures of Federal Awards | 21 |

WORKFORCE DEVELOPMENT BOARD SDA-83, INC.

MONROE, LOUISIANA

TABLE OF CONTENTS

| | <u>Page</u> |
|---|-------------|
| <u>OTHER REPORTS</u> | |
| 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 <i>Government Auditing Standards</i> | 22-23 |
| Independent Auditor's Report on Compliance for Each Major Program and on Internal Control Over Compliance Required by the Uniform Guidance | 24-25 |
| Schedule of Findings and Questioned Costs | 26 |
| Summary Schedule of Prior Audit Findings | 27 |
| Management's Corrective Action Plan | 28 |

MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)

MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)

Our discussion and analysis of the financial performance of Workforce Development Board SDA-83, Inc. provides an overview of the Board's financial activities for the fiscal year ended June 30, 2019. Please read it in conjunction with the Board's financial statements, which begin on Page 4.

USING THIS ANNUAL REPORT

This annual report consists of a series of financial statements. The Statement of Net Position and the Statement of Activities (on Pages 4 and 5) provide information about the activities of the Board as a whole. Fund financial statements start on Page 6. For governmental activities, these statements tell how these services were financed in the short-term as well as what remains for future spending. Fund financial statements also report the Board's operations in more detail than the government-wide statements by providing information about the Board's most significant funds. The accompanying financial statements present information on the funds maintained by the Board.

Reporting the Funds Maintained by the Board as a Whole

The Statement of Net Position and the Statement of Activities

These two statements report the Board's *net position* and changes in them. The Board's net position - the difference between assets and liabilities and deferred inflow of resources - is one way to measure the Board's financial health, or *financial position*. Over time, *increases or decreases* in the Board's net position are one indicator of whether its financial health is improving or deteriorating.

In the Statement of Net Position and the Statement of Activities, we record the activities in the funds maintained by the Board as governmental activities. These governmental activities consist mainly of expenses related to, and resources provided for, workforce development of youth and adults under the Federal Workforce Investment and Opportunity Act and Health Profession Opportunity Grant.

Reporting the Most Significant Funds Maintained by the Board

The fund financial statements provide detailed information about the most significant funds maintained by the Board - not necessarily the Board as a whole. The Board's funds use the following accounting approaches.

Governmental fund - All of the Board's expenses in workforce development are reported in governmental funds, which focus on how money flows into and out of these funds and the balances left at year-end that are available for spending. These funds are reported using an accounting method called *modified accrual basis*. The governmental fund statements provide a detailed *short-term view* of the Board's operations and the expenses paid from the fund. Governmental fund information can help you determine whether there are more or fewer financial resources that can be spent in the near future to finance certain Board expenses.

THE FUNDS MAINTAINED BY THE BOARD AS A WHOLE

The Board's total net position changed from a year ago, increasing from \$171,983 to \$364,049. This increase amounted to \$192,066, and was due to \$212,035 of restricted cash remaining at year end less \$19,969 relating to depreciation expense, net of the acquisition of capital assets less disposals. Current assets, current liabilities, and deferred inflow of resources increased by \$222,073, mainly as the result of the restricted cash received for the new Nursing Adjunct Faculty program.

**Table 1
Net Position**

| | <u>Government-Wide Activities</u> | |
|------------------------------|-----------------------------------|-----------------------|
| | <u>2019</u> | <u>2018</u> |
| Current assets | 672,368 | 455,314 |
| Capital assets, net | <u>152,014</u> | <u>171,983</u> |
| Total assets | 824,382 | 627,297 |
| Current liabilities | <u>340,846</u> | <u>354,380</u> |
| Total liabilities | 340,846 | 354,380 |
| Deferred inflow of resources | <u>119,487</u> | <u>100,934</u> |
| Net position: | | |
| Investment in capital assets | 152,014 | 171,983 |
| Restricted | <u>212,035</u> | <u>-</u> |
| Total net position | <u><u>364,049</u></u> | <u><u>171,983</u></u> |

**Table 2
Changes in Net Position**

| | <u>Government-Wide Activities</u> | |
|---|-----------------------------------|------------------|
| | <u>2019</u> | <u>2018</u> |
| Revenues | | |
| Federal Grants and other | 4,662,127 | 4,957,420 |
| Local Grants | 224,500 | - |
| Expenses | | |
| General governmental-workforce development | <u>4,694,561</u> | <u>4,987,142</u> |
| Increase (decrease) in net position | <u>192,066</u> | <u>(29,722)</u> |

Substantially all revenues of the Board are from Federal cost-reimbursement grants, which fund the workforce development programs administered by the Board. Therefore, the amount of revenues generated depends upon the amount of program costs (excluding depreciation, but including the cost of capital assets acquired) incurred during the year. Such revenues decreased during the year by \$295,293 from \$4,957,420 in 2018 to \$4,662,127 in 2019. This decrease was the result of an decrease in total federal awards in 2019. The Board also began receiving local grants pertaining to a new program called Nursing Adjunct Faculty Project which amounted to \$224,500 in 2019.

CAPITAL ASSETS

At the end of 2019, the Board had invested \$152,014 in capital assets from those funds maintained by the Board.

Table 3
Capital Assets at Year End

| | Government-Wide Activities | |
|--------------------------------------|----------------------------|---------|
| | 2019 | 2018 |
| Furniture, equipment and vehicles | 734,981 | 738,928 |
| <u>Less-accumulated depreciation</u> | 582,967 | 566,945 |
| | 152,014 | 171,983 |

The years' major additions included:

| | | |
|-----------|--------|--------|
| Equipment | 38,791 | 29,733 |
| Furniture | - | - |
| | 38,791 | 29,733 |

FUTURE OPERATIONS

The Board expects to continue administering Workforce Investment and Opportunity Act grants and the Health Profession Opportunity Grant during fiscal year 2020.

CONTACTING THE BOARD'S FINANCIAL MANAGEMENT

This financial report is designed to provide our readers with a general overview of the finances for those funds maintained by the Board and to show the Board's accountability for the money it receives. If you have questions about this report or need additional financial information, please contact Workforce Development Board SDA-83, Inc. at 1504 Stubbs Avenue, Monroe, Louisiana 71201.

AUDITED FINANCIAL STATEMENTS

HEARD, McELROY, & VESTAL

LLC

CERTIFIED PUBLIC ACCOUNTANTS

333 TEXAS STREET, SUITE 1525
SHREVEPORT, LOUISIANA 71101
318-429-1525 PHONE • 318-429-2070 FAX

December 30, 2019

Workforce Development Board SDA-83 Inc.
Monroe, Louisiana

Independent Auditor's Report

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Workforce Development Board SDA-83 Inc., as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise the Board'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 the 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.

HMV

A PROFESSIONAL SERVICES FIRM
SHREVEPORT • MONROE • DELHI

hmv@hmvcpa.com E-MAIL
www.hmvcpa.com WEB ADDRESS

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Workforce Development Board SDA-83 Inc., as of June 30, 2019, and the respective changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the *Management's Discussion and Analysis* on Pages i-iii 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 Board's basic financial statements. The accompanying supplementary information, on pages 17-19, is presented for purposes of additional analysis and is not a required part of the basic financial statements. The accompanying schedule of expenditures of federal awards on pages 20-21 is presented for purposes of additional analysis as required by *Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, and is also not a required part of the financial statements.

The accompanying supplementary information 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 accompanying supplementary information 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 December 30, 2019, on our consideration of the Workforce Development Board SDA-83 Inc.'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 solely 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 effectiveness of 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 Board's internal control over financial reporting and compliance.

Shreveport, Louisiana

Heard, McElroy & Vestal, LLC

WORKFORCE DEVELOPMENT BOARD SDA-83, INC.

GOVERNMENT-WIDE STATEMENT OF NET POSITION

AT JUNE 30, 2019

| | <u>Governmental Activities</u> |
|---|------------------------------------|
| <u>Assets:</u> | |
| Cash | 99,363 |
| Grants receivable | 572,926 |
| Other accounts receivable | 79 |
| Capital assets, net of accumulated depreciation | <u>152,014</u> |
| Total assets | 824,382 |
| <u>Liabilities:</u> | |
| Accrued salaries and expenses | 234,450 |
| Payroll deductions payable | 3,055 |
| Accrued compensated absences | <u>103,341</u> |
| Total liabilities | 340,846 |
| <u>Deferred inflow of resources</u> | 119,487 |
| <u>Net position:</u> | |
| Investment in capital assets, net of debt | 152,014 |
| Restricted | <u>212,035</u> |
| Total net position | <u>364,049</u> |

The accompanying notes are an integral part of the financial statements.

WORKFORCE DEVELOPMENT BOARD SDA-83, INC.

GOVERNMENT-WIDE STATEMENT OF ACTIVITIES

FOR THE YEAR ENDED JUNE 30, 2019

| | <u>Expenses</u> | <u>Program Revenues</u> | <u>Net Revenue (Expense) and Change in Net Position</u> |
|--|------------------|-----------------------------|---|
| <u>Programs:</u> | | | |
| Workforce Investment and Opportunity Act | | | |
| WIOA-Adult | 907,764 | 918,130 | 10,366 |
| WIOA-Youth | 635,438 | 642,234 | 6,796 |
| WIOA-Dislocated Worker | 293,230 | 296,752 | 3,522 |
| Health Profession Opportunity Grant | 2,783,541 | 2,800,835 | 17,294 |
| Nursing Adjunct Faculty Project | 12,465 | 224,500 | 212,035 |
| Other (nonmajor) | 4,176 | 4,176 | - |
| | <u>4,636,614</u> | <u>4,886,627</u> | <u>250,013</u> |
| | | | |
| <u>General expense:</u> | | | |
| Depreciation | | | <u>57,947</u> |
| | | | |
| <u>Change in net position</u> | | | 192,066 |
| | | | |
| <u>Net position-beginning of year</u> | | | <u>171,983</u> |
| | | | |
| <u>Net position-end of year</u> | | | <u>364,049</u> |

The accompanying notes are an integral part of the financial statements.

WORKFORCE DEVELOPMENT BOARD SDA-83, INC.

BALANCE SHEET-GOVERNMENTAL FUNDS

AT JUNE 30, 2019

| <u>ASSETS</u> | <u>Workforce Investment and Opportunity Act- Adult</u> | <u>Workforce Investment and Opportunity Act- Youth</u> | <u>Workforce Investment and Opportunity Act- Dislocated Worker</u> |
|---|--|--|--|
| Cash | (238,581) | - | 6,422 |
| Due from grantor | 54,847 | 56,537 | 1,754 |
| Due from other funds | 241,555 | - | - |
| Other accounts receivable | 79 | - | - |
| Total assets | <u>57,900</u> | <u>56,537</u> | <u>8,176</u> |
| <u>LIABILITIES AND FUND BALANCES</u> | | | |
| <u>Liabilities:</u> | | | |
| Accrued salaries and expenses | 40,718 | 47,564 | 8,176 |
| Payroll deductions payable | 3,055 | - | - |
| Due to other funds | 14,127 | 8,973 | - |
| Total liabilities | <u>57,900</u> | <u>56,537</u> | <u>8,176</u> |
| <u>Deferred inflow of resources</u> | - | - | - |
| <u>Restricted fund balances</u> | - | - | - |
| Total liabilities, deferred inflows, and fund balances | <u>57,900</u> | <u>56,537</u> | <u>8,176</u> |

The accompanying notes are an integral part of the financial statements.

| Health Profession Opportunity Grant | Nursing Adjunct Faculty Project | Nonmajor Funds | Totals |
|--|------------------------------------|-------------------|----------------|
| 99,693 | 212,035 | 19,794 | 99,363 |
| 356,447 | - | - | 469,585 |
| - | - | - | 241,555 |
| - | - | - | 79 |
| <u>456,140</u> | <u>212,035</u> | <u>19,794</u> | <u>810,582</u> |

| | | | |
|----------------|----------------|---------------|----------------|
| 137,992 | - | - | 234,450 |
| - | - | - | 3,055 |
| <u>218,455</u> | <u>-</u> | <u>-</u> | <u>241,555</u> |
| 356,447 | - | - | 479,060 |
| 99,693 | - | 19,794 | 119,487 |
| - | <u>212,035</u> | - | <u>212,035</u> |
| <u>456,140</u> | <u>212,035</u> | <u>19,794</u> | <u>810,582</u> |

Total fund balances 212,035

Amounts reported for governmental activities in the statement of net assets are different because:

Grants receivable 103,341
Compensated absences payable (103,341)

Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds 152,014

Net assets of governmental activities 364,049

WORKFORCE DEVELOPMENT BOARD SDA-83, INC.

STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN FUND BALANCES

GOVERNMENTAL FUND TYPES

FOR THE YEAR ENDED JUNE 30, 2019

| | Workforce Investment and Opportunity Act- Adult | Workforce Investment and Opportunity Act- Youth | Workforce Investment and Opportunity Act- Dislocated Worker |
|--|--|--|---|
| <u>Revenues:</u> | | | |
| Federal grants | 918,130 | 642,234 | 296,752 |
| Local grants | - | - | - |
| Total revenues | 918,130 | 642,234 | 296,752 |
| <u>Expenses:</u> | | | |
| Administration | 71,384 | 65,147 | 38,869 |
| Program costs | 846,746 | 577,087 | 257,883 |
| Total expenses | 918,130 | 642,234 | 296,752 |
| <u>Excess of revenues over expenses</u> | - | - | - |
| <u>Fund balances at beginning of year</u> | - | - | - |
| <u>Fund balances at end of year</u> | - | - | - |

The accompanying notes are an integral part of the financial statements.

| Health Profession Opportunity Grant | Nursing Adjunct Faculty Project | Nonmajor Funds | Totals |
|---|------------------------------------|-------------------|------------------|
| 2,800,835 | - | 4,176 | 4,662,127 |
| - | 224,500 | - | 224,500 |
| <u>2,800,835</u> | <u>224,500</u> | <u>4,176</u> | <u>4,886,627</u> |
| 599,747 | - | 4,377 | 779,524 |
| 2,201,088 | 12,465 | (201) | 3,895,068 |
| <u>2,800,835</u> | <u>12,465</u> | <u>4,176</u> | <u>4,674,592</u> |
| - | 212,035 | - | 212,035 |
| - | - | - | - |
| <u>-</u> | <u>212,035</u> | <u>-</u> | <u>212,035</u> |
| Excess of revenues over expenses-total governmental funds | | | 212,035 |
| <p>Governmental funds report capital outlays as expenses. However, in the statement of activities, the cost of these assets is allocated over their estimated useful lives and reported as depreciation expense. This is the amount by which depreciation (\$57,947) and the book value of assets disposed (\$813) exceed capital outlay (\$38,791)</p> | | | (19,969) |
| Change in net assets of governmental activities | | | <u>192,066</u> |

WORKFORCE DEVELOPMENT BOARD SDA-83, INC.

NOTES TO THE FINANCIAL STATEMENTS

JUNE 30, 2019

1. Summary of Significant Accounting Policies

The Workforce Development Board SDA-83, Inc. is a nonprofit organization that originally was formed on January 29, 1988 as Private Industry Council SDA-83, Inc., to administer the Job Training Partnership Act (JTPA) Program in Service Delivery Area (SDA) Eighty-Three, which is composed of the parishes of Caldwell, East Carroll, Franklin, Jackson, Madison, Richland, and Tensas. With the replacement of JTPA programs with the Workforce Investment Act, as mandated by federal law, Private Industry Council changed its name in 2000 to Workforce Investment Board SDA-83, Inc. Effective July 1, 2015, Workforce Investment Board SDA-82 merged with Workforce Investment Board SDA-83, which added the following parishes: Morehouse, Union, and West Carroll. In 2015, the Board changed its name to Workforce Development Board SDA-83. Workforce Development Board also administers a Disability Navigator grant and a Health Profession Opportunity grant. Service Delivery Area 83 is comprised of two elements:

- Workforce Development Board (WDB) - which consists of 21 members representing a cross-section of the SDA population. Board members are appointed by the chief elected official from recommendations by the ten parish police juries which comprise SDA-83 and other interested organizations and serve without benefit of compensation. The WDB is responsible for providing program guidance. The WDB serves as its own administrative entity and as such is responsible for administering the program.
- Designated Chief Elected Official - this is a police jury president elected by his peers from the Eighty-Third Planning District. His responsibilities include appointment of Board members, providing guidance for program development, and monitoring the operations of the administrative entity.

Although organized as a nonprofit organization, the Board follows governmental reporting standards, as set by the Governmental Accounting Standards Board, because Board members are appointed by a member of local government.

The Union Parish Police Jury is the designated grant recipient for the SDA. As grant recipient, the Union Parish Police Jury (1) has accepted full responsibility for funds expended under the grant, (2) has assured the Louisiana Department of Labor that all funds provided will be expended according to limitations set forth in federal and state regulations, and the approved job training plan, and (3) will reimburse the Louisiana Department of Labor for any questioned costs which are ultimately disallowed by the United States Department of Labor.

a. Presentation of Statements:

The Board's statements are prepared in accordance with accounting principles generally accepted (GAAP) in the United States of America as applicable to governmental entities. The Governmental Accounting Standards Board (GASB) is responsible for establishing GAAP for state and local governments through its pronouncements (Statements and Interpretations). Governments are also required to follow the pronouncements of the Financial Accounting Standards Board (FASB) issued through November 30, 1989 (when applicable) that do not conflict with or contradict GASB pronouncements.

1. Summary of Significant Accounting Policies (Continued)

The Board has the option to apply FASB pronouncements issued after that date to its business-type activities and enterprise funds; however, the Board has chosen not to do so because it does not have any business-type activities or enterprise funds. The more significant accounting policies established in GAAP and used by the Board are discussed below.

In June 1999, the Governmental Accounting Standards Board (GASB) adopted Statement No. 34, *Basic Financial Statements-and Management's Discussion and Analysis-for State and Local Governments*. Certain of the significant changes in the Statement include the following:

- A Management Discussion and Analysis (MD&A) section providing an analysis of the Board's overall financial position and results of operations.
- Governmental-Wide Financial statements prepared using full accrual accounting for all of the Board's activities.
- A change in the fund financial statements to focus on the major funds.

These and other changes are reflected in the accompanying financial statements (including notes to financial statements).

b. **Basic Financial Statements - Government-Wide Statements:**

The Board's basic financial statements include both Government-Wide (GWFS) (reporting the Board as a whole) and fund financial statements (FFS) (reporting the Board's major funds). Both the Government-Wide and Fund Financial Statements categorize primary activities as either governmental or business type. The Board's functions and programs have been classified as governmental activities. The Board does not have any business-type activities. Accordingly, the Government-Wide financial statements do not include any of these activities or funds.

The content and certain titles of the GWFS were changed upon the adoption by the Board in 2013 of GASB Statement No. 63, *Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position*. This statement provides reporting guidance for deferred outflows of resources and deferred inflows of resources, and adds them, when applicable, as elements of the GWFS, because they are distinct from assets and liabilities. In addition, because these additional elements may affect the residual amount of all of the elements presented in a statement of financial position, GASB 63 renames that measure as net position rather than net assets. The Board had no deferred outflows of resources at June 30, 2019.

Accordingly, the statement of net position presents information on all of the Board's assets, liabilities, and deferred inflows, 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 Board is improving or deteriorating.

1. Summary of Significant Accounting Policies (Continued)

In the Government-Wide Statement of Net Position, the governmental type activities column is reported on a full accrual, economic resource basis, which recognizes all long-term assets and receivables as well as long-term debt and obligations. The Board's net position is reported in three parts - investment in capital assets, net of related debt; restricted; and unrestricted. Investment in capital assets, net of related debt consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those capital assets. Restricted consist of net assets with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation. Unrestricted includes all other net assets that do not meet the definition of "restricted" or "investment in capital assets, net of related debt." The Board's policy is to use restricted resources first to finance its activities.

The GWFS reports both the gross and net cost of each of the Board's functions and significant programs. The Statement of Activities begins by presenting gross direct expenses, and then reduces the expenses by related program revenues, such as operating and capital grants and contributions, to derive the net cost of each function or program. The net cost of all programs is then increased by depreciation expense. Program revenues must be directly associated with the function or program to be used to directly offset its cost. Operating grants include operating-specific and discretionary (either operating or capital) grants, while the capital grants column reflects capital-specific grants. The Board did not receive any capital-specific grants this year.

The Board allocates its indirect costs among various functions and programs in accordance with the Uniform Guidance.

The Government-Wide Statements focus upon the Board's ability to sustain operations and the change in its net assets resulting from the current year's activities.

c. **Basic Financial Statements - Fund Financial Statements:**

The financial transactions of the Board are reported in individual funds in the Fund Financial Statements. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, equity, revenues, and expenditures. Resources are allocated to and accounted for in individual funds based upon the purpose for which they are to be spent and the means by which spending activities are controlled. The various funds are reported by generic classification within the financial statements.

The Board uses governmental fund types. The focus of the governmental funds' measurement (in the fund statements) is on determination of financial position and changes in financial position (sources, uses, and balances of financial resources) rather than on net income. An additional emphasis is placed on major funds within the governmental fund types. A fund is considered major if it is the primary operating fund of the Board or if its total assets, liabilities, revenues, or expenditures are at least 10% of the corresponding total for all funds of that category or type.

The assets, liabilities, and fund balances of the Board are reported in self-balancing special revenue fund groups as follows:

1. Summary of Significant Accounting Policies (Continued)

Major Special Revenue Funds

Workforce Investment and Opportunity Act Youth

The Workforce Investment and Opportunity Act Youth Fund accounts for funds used in the WIOA program. This program attempts to implement major reforms of the job training system to help increase employment, earnings and retention of participants, and reduce welfare dependency. A key component of this program is the One-Stop service delivery system.

Workforce Investment and Opportunity Act Adults and Dislocated Workers

This group of funds also accounts for funds used in the WIOA program. Programs included in these funds seek to improve employment, retention, and earnings of WIOA participants and increase their educational and occupational skill attainment, and reduce welfare dependency.

Health Profession Opportunity Grant

This group of funds accounts for resources used to provide direct training, education, and related activities to prepare low-income individuals for employment in the healthcare field. Targeted occupations include those that pay well and are expected to either experience labor shortages or be in high demand.

Nursing Adjunct Faculty Project

This group of funds accounts for resources used to hire six (6) adjunct faculty with three (3) State Board Approved Nationally Accredited Nursing Schools in the region.

d. Measurement Focus and Basis of Accounting:

Basis of accounting refers to when revenues or expenditures/expenses are recognized in the accounts and reported in the financial statements. It relates to the timing of the measurements made regardless of the measurement focus applied.

i. Accrual Basis - Government-Wide Financial Statements (GWFS):

The Statement of Net Position and the Statement of Activities display information about the Board as a whole. Both of these statements have been prepared using the economic measurement focus and the accrual basis of accounting. Revenues, expenses, gains, losses, assets, and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place.

ii. Modified Accrual Basis - Fund Financial Statements (FFS):

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. Governmental fund types use the flow of current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual; i.e., when they are 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 pay liabilities of the current period. The Board considers all revenues "available" if they are collected within 60 days after year-end. Expenditures are generally recorded under the modified accrual basis of accounting when the related liability is incurred.

1. Summary of Significant Accounting Policies (Continued)

e. Budgets:

Revenue and expense of Workforce Development Board SDA-83, Inc. consists almost entirely of Federal grant funds. These funds are accounted for in various special revenue funds according to the program or the function of the grant. Such grants cover multiple fiscal years, and are budgeted for on that basis. Consequently, no budgetary comparison schedules are presented in this report.

f. Capital Assets:

The accounting and reporting treatment applied to the capital assets associated with a fund are determined by its measurement focus. Capital assets are long-lived assets that have been purchased or acquired with an original cost of at least \$250 and that have an estimated useful life of greater than one year. When purchased or acquired, these assets are recorded as capital assets in the Government-Wide Statement of Net Position. In contrast, in the Fund Financial Statements, capital assets are recorded as expenditures of the fund that provided the resources to acquire the asset. If the asset was purchased, it is recorded in the books at its cost. If the asset was donated, then it is recorded at its estimated fair market value at the date of donation.

For capital assets recorded in the Government-Wide Financial Statements, depreciation is computed and recorded using the straight-line method for the asset's estimated useful life. The estimated useful lives of the various classes of depreciable capital assets are as follows:

| | |
|-------------------------|-----------|
| Furniture and equipment | 3-7 years |
| Vehicles | 5 years |

Salvage values have not been estimated by management when calculating how much of an asset's cost needs to be depreciated except for vehicles.

Depreciation is not computed or recorded on capital assets for purposes of the Fund Financial Statements.

g. Cash and Cash Equivalents:

Cash includes amounts in demand deposits and petty cash. At June 30, 2019, the Board had cash (book balances) as follows:

| | |
|-----------------|---------------|
| Demand deposits | 99,163 |
| Petty cash | <u>200</u> |
| Total | <u>99,363</u> |

It is the policy of the Board to require that fiscal agent banks pledge securities to cover bank deposits in excess of federal deposit insurance. The pledged securities are the market value of investment debt securities held by a custodial bank in the name of the fiscal agent bank, rather than in the name of the Board. However, the fiscal agent bank receives authorization from the Board before pledged securities are released.

1. Summary of Significant Accounting Policies (Continued)

h. Accrued Compensated Absences:

Employees of the Workforce Development Board SDA-83, Inc. earn from 12 to 25 days of annual leave each year, depending on length of service. There is no limit to the amount of days of annual leave that may be accumulated. Employees who have been employed for more than six months will be paid for accumulated annual leave up to 50 days upon termination of employment.

Employees earn 12 days of sick leave each year. Unused sick leave may be accumulated to a maximum of 80 days. Employees are not paid for accumulated sick leave upon termination of employment.

At June 30, 2019, employees have accumulated and vested approximately \$103,341 in employee leave benefits computed in accordance with ASC 710. The cost of leave privileges is recognized as a current-year expense when the leave is earned.

i. Prepaid Expenses:

Expenditures for insurance and other items that extend over more than one accounting period are expensed as incurred.

j. Interfund Activity:

Loans between funds are reported as interfund receivables and payables, and are subject to elimination upon consolidation.

k. Allocation of Indirect Expenses:

The Board reports all direct expenses by function and programs of functions in the Statement of Activities. Direct expenses are those that are clearly identifiable with a function or program. Indirect expenses are allocated to the various functions based primarily on relative personnel time.

l. Management's Use of Estimates:

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results may differ from those estimates.

2. Due from Grantor

Due from grantor at June 30, 2019, in the amount of \$469,585, consists of reimbursements for expenses incurred mainly under the various Department of Labor and Department of Health and Human Services programs.

3. Deferred Compensation Plan

Workforce Development Board, SDA-83, Inc. offers its employees a deferred compensation plan created in accordance with Internal Revenue Code Section 457. All employees of the Board are eligible to participate in the Master Deferred Compensation Plan for Planning and Economic Development Organizations. Employees may defer up to 6% of their gross salary until future years which the Board will match as an employer contribution. They may also elect to defer additional amounts, which will not be matched by the Board. Employer's contributions to the plan for the year ended June 30, 2019, totaled approximately \$57,000.

The Board does not administer the plan or maintain custody of plan assets. All amounts of compensation deferred under the plan, all property and rights purchased with those amounts, and all income attributable to those amounts, property, or rights are (until paid or made available to the employee or other beneficiary) solely the property and rights of the Board (without being restricted to the provisions of benefits under the plan), not subject to the claims of the Board's general creditors. Participants' rights under the plan are equal to the fair market value of the deferred account for each participant. Deferred compensation amounts are administered and invested in debt mutual funds by a professional trustee. It is the Board's opinion that the Plan does not meet the requirements for inclusion as an employee benefit trust fund.

4. Leases

The Board leases its facilities space and certain equipment under agreements that have expiration dates on a monthly or an annual basis. Rent expense under all leases totaled approximately \$129,607 for the year ended June 30, 2019. Future minimum rentals for the next five years and in the aggregate, are as follows:

| | |
|---------------|--------|
| June 30, 2020 | 61,800 |
| June 30, 2021 | 20,250 |
| June 30, 2022 | 12,000 |
| June 30, 2023 | - |
| June 30, 2024 | - |
| | <hr/> |
| | 94,050 |
| | <hr/> |

5. Third Party Reimbursements

The Board receives substantially all of its funding from third party reimbursements under contracts with the Louisiana Department of Labor and the U.S. Departments of Labor and Health and Human Services for services provided as described in Note 1. In order to receive funding, the Board must comply with contract provisions.

6. Income Tax Status

As a nonprofit organization, Workforce Development Board SDA-83, Inc. is exempt from income taxation under Section 501(c)(3) of the Internal Revenue Code, but is subject to annual filing requirements with the Internal Revenue Service that includes information on its financial operations. The Board is required to review various tax positions it has taken with respect to its exempt status and determine whether in fact it continues to qualify as a tax-exempt entity. It must also consider whether it has nexus in jurisdictions in which it has income and whether a tax return is required in those jurisdictions. In addition, as a tax-exempt entity, the Board must assess whether it has any tax positions associated with unrelated business income subject to income tax. The Board does not expect any of these tax positions to change significantly over the next twelve months. Any penalties related to late filing or other requirements would be recognized as penalties expense in the Board's accounting records.

Workforce Development Board SDA-83, Inc. is subject to the filing requirements of U.S. federal Form 990, and remains subject to examination by the Internal Revenue Service for the tax fiscal years 2016 and beyond.

7. **Fair Values of Financial Instruments**

The Board's financial instruments consist of cash, receivables, and current payables. Because such instruments are generally short-term in nature, their market values approximate their book values.

8. **Risk Management**

The Board is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The Board has purchased commercial insurance to cover or reduce the risk of loss that might arise should one of these incidents occur. No settlements were made during the year that exceeded the Board's insurance coverage.

9. **Board of Directors' Compensation**

The Board of Directors is a voluntary board; therefore, no compensation is paid to any member. However, board members are reimbursed for any necessary out-of-town travel expenses incurred.

10. **Federally Assisted Programs**

Substantially all of the Board's programs are federally assisted programs. These programs are audited in accordance with the Single Audit Act, as amended in 1996. Audits of prior years have not resulted in any disallowed costs; however, grantor agencies may provide for further examinations. Based on prior experience, the Board's management believes that further examinations would not result in any significant disallowed costs.

In accordance with the Single Audit Act, as amended in 1996, and the *Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, a schedule of expenditures of federal awards is presented in the supplementary financial information portion of this report.

11. **Economic Dependency**

The Board receives almost all of its revenue from funds provided through grants administered by the federal government. The grant amounts are appropriated each year by the federal and state governments. If significant budget cuts are made at the federal and/or state level, the amount of the funds the Board receives could be reduced significantly and have an adverse impact on its operations. Management is not aware of any actions that will adversely affect the amount of funds the Board will receive in the next fiscal year.

12. **Changes in Capital Assets**

A summary of changes in capital assets is as follows:

| | Balance 6/30/2018 | Additions | Deletions | Balance 6/30/2019 |
|--------------------------------|----------------------|-----------|-----------|----------------------|
| General fixed assets, at cost: | | | | |
| Furniture and equipment | 708,795 | 38,791 | 42,738 | 704,848 |
| Vehicles | 30,133 | - | - | 30,133 |
| | 738,928 | 38,791 | 42,738 | 734,981 |
| Accumulated depreciation | 566,945 | 57,947 | 41,925 | 582,967 |
| Net capital assets | 171,983 | (19,156) | 813 | 152,014 |

13. Changes in Compensated Absences

The following is a summary of transactions relating to the Board's accrued compensated absences during the year.

| | Balance 6/30/2018 | Increase | Balance 6/30/2019 |
|------------------------------|----------------------|------------|----------------------|
| Accrued compensated absences | <u>102,922</u> | <u>419</u> | <u>103,341</u> |

14. Subsequent Events

The Board has evaluated events and transactions that may warrant disclosure subsequent to fiscal year end through December 30, 2019, the date which the financial statements were available to be issued, and noted none.

SUPPLEMENTARY FINANCIAL INFORMATION

WORKFORCE DEVELOPMENT BOARD SDA-83, INC.

SCHEDULE OF COMPENSATION, BENEFITS, AND OTHER PAYMENTS TO AGENCY HEAD

FOR THE YEAR ENDED JUNE 30, 2019

Agency Head: Terri Mitchell

| | |
|---|--------|
| Salary | 91,243 |
| Benefits-health insurance | 8,208 |
| Benefits-retirement | 5,475 |
| Conference travel and meals reimbursement | 1,415 |
| Car allowance-fuel | 1,389 |

WORKFORCE DEVELOPMENT BOARD SDA-83, INC.

COMBINED SCHEDULE OF EXPENSES, OBJECT BASIS

FOR THE YEAR ENDED JUNE 30, 2019

| | <u>Workforce Investment and Opportunity Act- Adult</u> | <u>Workforce Investment and Opportunity Act- Youth</u> | <u>Workforce Investment and Opportunity Act- Dislocated Worker</u> |
|---|--|--|--|
| <u>Expenses:</u> | | | |
| Accounting and auditing fees | 1,700 | 13,700 | 1,700 |
| Bank service charges | 834 | 135 | 83 |
| Board meetings and travel | 1,739 | 556 | 1,388 |
| Building and equipment maintenance | 1,005 | 906 | 387 |
| Business services | 1,099 | 331 | 281 |
| Childcare | - | - | - |
| Conference registration | 1,952 | 1,936 | 423 |
| Consulting fees | 4,618 | 2,300 | 2,895 |
| Contract services | - | - | - |
| Equipment rental | 2,317 | 1,192 | 1,122 |
| Building rental and lease | 41,958 | 19,655 | 18,660 |
| Janitorial | 3,658 | 2,593 | 1,676 |
| Legal | 129 | 26 | 114 |
| Liability insurance | 4,937 | 3,251 | 1,421 |
| Needs-based payments supportive services | 101,217 | 25,248 | 5,726 |
| Office supplies | 10,004 | 7,787 | 3,927 |
| On-the-job training wages | 31,422 | 10,073 | - |
| One-Stop operator | 8,656 | 6,003 | 2,752 |
| Outreach | 9 | 22 | 2 |
| Other operating expenses | - | 33,001 | - |
| Payroll and related | 484,124 | 289,873 | 198,074 |
| Per diem - staff travel | 31,342 | 23,596 | 13,022 |
| Postage and delivery | 658 | 392 | 398 |
| Printing | 4,965 | 1,343 | 683 |
| Professional memberships and dues | 343 | 219 | 137 |
| Publications and subscriptions | 856 | 526 | 1,562 |
| Purchases of equipment >\$250 | 10,364 | 6,796 | 3,523 |
| Recruitment supplies | - | - | - |
| Software | - | - | - |
| Staff development | 1,397 | 145 | 77 |
| Tuition and registration | 140,531 | 50,340 | 23,385 |
| Utilities | 26,296 | 17,134 | 13,334 |
| Work experience | - | 123,155 | - |
| Total expenses | <u>918,130</u> | <u>642,234</u> | <u>296,752</u> |

| Health Profession Opportunity Grant | Nursing Adjunct Faculty Project | Nonmajor Funds | Totals |
|--|------------------------------------|----------------|------------------|
| 19,000 | - | - | 36,100 |
| (529) | - | 182 | 705 |
| 1,300 | - | - | 4,983 |
| 2,319 | - | 1 | 4,618 |
| (495) | - | - | 1,216 |
| 135,620 | - | - | 135,620 |
| (596) | - | - | 3,715 |
| 16,213 | - | - | 26,026 |
| 372,191 | 12,000 | - | 384,191 |
| 3,846 | - | - | 8,477 |
| 40,857 | - | - | 121,130 |
| 8,123 | - | - | 16,050 |
| 12 | 438 | - | 719 |
| 7,633 | - | - | 17,242 |
| 452,611 | - | - | 584,802 |
| 17,751 | - | 276 | 39,745 |
| 3,765 | - | - | 45,260 |
| - | - | - | 17,411 |
| 822 | - | - | 855 |
| - | - | - | 33,001 |
| 896,309 | - | (2,157) | 1,866,223 |
| 60,897 | 27 | 1,449 | 130,333 |
| 1,801 | - | (3) | 3,246 |
| (696) | - | - | 6,295 |
| 165 | - | 25 | 889 |
| (1,096) | - | - | 1,848 |
| 18,108 | - | - | 38,791 |
| - | - | - | - |
| - | - | 4,215 | 4,215 |
| (1,026) | - | - | 593 |
| 700,784 | - | - | 915,040 |
| 45,146 | - | 188 | 102,098 |
| - | - | - | 123,155 |
| <u>2,800,835</u> | <u>12,465</u> | <u>4,176</u> | <u>4,674,592</u> |

WORKFORCE DEVELOPMENT BOARD SDA-83, INC.

COMBINED SCHEDULE OF REVENUES, EXPENSES, AND CHANGES IN

FUND BALANCE, BY PARISH, BY COST CATEGORY

FOR THE YEAR ENDED JUNE 30, 2019

| | <u>Caldwell</u> | <u>East Carroll</u> | <u>Franklin</u> | <u>Jackson</u> | <u>Madison</u> |
|--|-----------------|-------------------------|-----------------|----------------|----------------|
| <u>Revenues:</u> | | | | | |
| Federal grants | 118,173 | 136,662 | 342,048 | 118,252 | 172,430 |
| Local grants | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Total revenues | 118,173 | 136,662 | 342,048 | 118,252 | 172,430 |
| <u>Expenses:</u> | | | | | |
| Administration | - | - | - | - | - |
| Program costs | <u>118,173</u> | <u>136,662</u> | <u>342,048</u> | <u>118,252</u> | <u>172,430</u> |
| Total expenses | <u>118,173</u> | <u>136,662</u> | <u>342,048</u> | <u>118,252</u> | <u>172,430</u> |
| <u>Excess of revenues over expenses</u> | - | - | - | - | - |
| <u>Fund balance at beginning of year</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| <u>Fund balance at end of year</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |

| <u>Morehouse</u> | <u>Richland</u> | <u>Tensas</u> | <u>Union</u> | <u>West Carroll</u> | <u>Unallocated</u> | <u>Total</u> |
|------------------|-----------------|---------------|----------------|-------------------------|--------------------|------------------|
| 366,406 | 271,226 | 46,026 | 345,134 | 100,721 | 2,645,049 | 4,662,127 |
| - | - | - | - | - | 224,500 | 224,500 |
| <u>366,406</u> | <u>271,226</u> | <u>46,026</u> | <u>345,134</u> | <u>100,721</u> | <u>2,869,549</u> | <u>4,886,627</u> |
| - | - | - | - | - | 779,524 | 779,524 |
| <u>366,406</u> | <u>271,226</u> | <u>46,026</u> | <u>345,134</u> | <u>100,721</u> | <u>1,877,990</u> | <u>3,895,068</u> |
| <u>366,406</u> | <u>271,226</u> | <u>46,026</u> | <u>345,134</u> | <u>100,721</u> | <u>2,657,514</u> | <u>4,674,592</u> |
| - | - | - | - | - | 212,035 | 212,035 |
| - | - | - | - | - | - | - |
| <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>212,035</u> | <u>212,035</u> |

WORKFORCE DEVELOPMENT BOARD SDA-83, INC.

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

FOR THE YEAR ENDED JUNE 30, 2019

| <u>Federal Grantor/ Pass-Through Grantor Name/ Program Title</u> | <u>Federal CFDA Number</u> | <u>Revenue Recognized</u> | <u>Expenditures</u> |
|--|------------------------------------|-------------------------------|---------------------|
| United States Department of Labor: | | | |
| Passed through Louisiana Department of Labor: | | | |
| Workforce Investment and Opportunity Act-Adult Program | 17.258 | 918,130 | 918,130 |
| Workforce Investment and Opportunity Act-Youth Activities | 17.259 | 642,234 | 642,234 |
| Workforce Investment and Opportunity Act-Dislocated Workers | 17.278 | <u>296,752</u> | <u>296,752</u> |
| Total Employment Services Cluster | | 1,857,116 | 1,857,116 |
| Disability Program Navigator | 17.266 | <u>4,176</u> | <u>4,176</u> |
| | | 4,176 | 4,176 |
| United States Department of Health and Human Services: | | | |
| Health Profession Opportunity Grant | 93.093 | <u>2,800,835</u> | <u>2,800,835</u> |
| | | <u>2,800,835</u> | <u>2,800,835</u> |
| Total Federal Awards | | <u>4,662,127</u> | <u>4,662,127</u> |

The accompanying notes are an integral part of this schedule.

WORKFORCE DEVELOPMENT BOARD SDA-83, INC.

NOTES TO THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

FOR THE YEAR ENDED JUNE 30, 2019

1. Basis of Presentation:

The accompanying schedule of expenditures of federal awards includes the federal grant activity of Workforce Development Board SDA-83, Inc. and is presented on the accrual basis of accounting, which is the same basis of accounting used for the presentation of the financial statements. The information in this schedule is presented in accordance with the requirements of *Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*.

Workforce Development Board SDA-83, Inc. has elected not to use the 10% de minimis cost rate as allowed under the Uniform Guidance.

Workforce Development Board SDA-83, Inc. did not expend any federal awards in the form of noncash assistance during the fiscal year.

OTHER REPORTS

HEARD, McELROY, & VESTAL

LLC

CERTIFIED PUBLIC ACCOUNTANTS

333 TEXAS STREET, SUITE 1525
SHREVEPORT, LOUISIANA 71101
318-429-1525 PHONE • 318-429-2070 FAX

December 30, 2019

Workforce Development Board SDA-83, Inc.
Monroe, Louisiana

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

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 *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, each major fund, and aggregate remaining fund information of Workforce Development Board SDA-83, Inc., as of and for the year ended June 30, 2019, and have issued our report thereon dated December 30, 2019.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered Workforce Development Board SDA-83, Inc.'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 Workforce Development Board SDA-83, Inc.'s internal control. Accordingly, we do not express an opinion on the effectiveness of Workforce Development Board SDA-83, Inc.'s internal control.

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 a 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 our 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 Workforce Development Board SDA-83, Inc.'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 entity'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 entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Heard, McElroy & Vestal, LLC

Shreveport, Louisiana

HEARD, McELROY, & VESTAL

LLC

CERTIFIED PUBLIC ACCOUNTANTS

333 TEXAS STREET, SUITE 1525
SHREVEPORT, LOUISIANA 71101
318-429-1525 PHONE • 318-429-2070 FAX

December 30, 2019

Workforce Development Board SDA-83, Inc.
Monroe, Louisiana

Independent Auditor's Report on Compliance for Each Major Program and on Internal Control Over Compliance Required by the Uniform Guidance

Report on Compliance for Each Major Federal Program

We have audited Workforce Development Board SDA-83, Inc.'s compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of Workforce Development Board SDA-83, Inc.'s major federal programs for the year ended June 30, 2019. Workforce Development Board SDA-83, Inc.'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 Workforce Development Board SDA-83, Inc.'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 *Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*. Those standards and the Uniform Guidance 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 Workforce Development Board SDA-83, Inc.'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 Workforce Development Board SDA-83, Inc.'s compliance.



Opinion on Each Major Federal Program

In our opinion, Workforce Development Board SDA-83, Inc. 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 June 30, 2019.

Report on Internal Control Over Compliance

Management of Workforce Development Board SDA-83, Inc. 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 Workforce Development Board SDA-83, Inc.'s internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the 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 the Uniform Guidance, 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 Workforce Development Board SDA-83, Inc.'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 the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Heard, McElroy & Kestel, LLC

Shreveport, Louisiana

WORKFORCE DEVELOPMENT BOARD SDA-83, INC.

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

FOR THE YEAR ENDED JUNE 30, 2019

A. Summary of Audit Results

1. The auditor's report expresses an unmodified opinion on the basic financial statements of Workforce Development Board SDA-83, Inc.
2. No instances of noncompliance were disclosed during the audit.
3. No material weaknesses in internal control over financial reporting are reported.
4. No material weaknesses in internal control over compliance, relating to the audit of a major federal award program, are reported.
5. The auditor's report on compliance for the major federal award programs for Workforce Development Board SDA-83, Inc. expresses an unmodified opinion.
6. There were no audit findings relative to major federal award programs for Workforce Development Board SDA-83, Inc.
7. The program tested as a major program included:

| <u>Program</u> | <u>CFDA No.</u> |
|--|-----------------|
| Workforce Investment and Opportunity Act-Adult Program | 17.258 |
| Workforce Investment and Opportunity Act-Youth Program | 17.259 |
| Workforce Investment and Opportunity Act-Dislocated Worker Program | 17.278 |

8. The threshold for distinguishing Types A and B programs was \$750,000.
9. Workforce Development Board SDA-83, Inc. was determined to be a low-risk auditee.

B. Findings - Financial Statement Audit

None

C. Findings and Questioned Costs - Major Federal Award Programs

None

WORKFORCE DEVELOPMENT BOARD SDA-83, INC.

SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS

FOR THE YEAR ENDED JUNE 30, 2019

No findings were reported in the prior year.

WORKFORCE DEVELOPMENT BOARD SDA-83, INC.

MANAGEMENT'S CORRECTIVE ACTION PLAN

FOR THE YEAR ENDED JUNE 30, 2019

No findings were reported for the current year.