

**COUNTY OF MONO**  
**STATE OF CALIFORNIA**

**SINGLE AUDIT REPORT**

**FOR THE YEAR ENDED**  
**JUNE 30, 2019**

**COUNTY OF MONO  
STATE OF CALIFORNIA**

**SINGLE AUDIT REPORT  
JUNE 30, 2019**

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

Board of Supervisors  
County of Mono  
Bridgeport, California

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, the business-type activities, each major fund, and the aggregate remaining fund information of the County of Mono, California (the "County"), as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise the County's basic financial statements and have issued our report thereon dated March 31, 2020.

**Internal Control over Financial Reporting**

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

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## **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the County'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 instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*. See Findings 2019-001 and 2019-002.

## **The County's Response to the Findings**

The County's response to the findings identified in our audit is described in the accompanying Schedule of Findings and Questioned Costs. The County's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

## **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 County'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 County's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*Price Pange & Company*

Clovis, California  
March 31, 2020



INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM  
AND ON INTERNAL CONTROL OVER COMPLIANCE, SCHEDULE OF EXPENDITURES OF  
FEDERAL AWARDS REQUIRED BY THE UNIFORM GUIDANCE, SUPPLEMENTAL SCHEDULE  
OF THE CALIFORNIA OFFICE OF EMERGENCY SERVICES (CALOES) AND THE DEPARTMENT  
OF CORRECTIONS AND REHABILITATION GRANTS EXPENDITURES, AND SUPPLEMENTAL  
SCHEDULE OF THE CALIFORNIA OFFICE OF EMERGENCY SERVICES (CALOES)  
AND THE BOARD OF STATE AND COMMUNITY CORRECTIONS GRANTS EXPENDITURES

To the Board of Supervisors  
County of Mono  
Bridgeport, California

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

We have audited the County of Mono, California's (the "County") compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of the County's major federal programs for the year ended June 30, 2019. The County'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 federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

***Auditor's Responsibility***

Our responsibility is to express an opinion on compliance for each of the County'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 the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). 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 the County's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of the County's compliance.

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

In our opinion, the County of Mono, California, 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.

### **Other Matters**

The results of our auditing procedures disclosed instances of noncompliance, which are required to be reported in accordance with the Uniform Guidance and which are described in the accompanying Schedule of Findings and Questioned Costs as Findings 2019-001 and 2019-002. Our opinion on each major federal program is not modified with respect to these matters.

The County's response to the noncompliance findings identified in our audit is described in the accompanying Schedule of Findings and Questioned Costs. The County's response was not subjected to the auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the response.

### **Report on Internal Control over Compliance**

Management of the County of Mono, California, is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the County'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 the County'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 a 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 and therefore, material weaknesses or significant deficiencies may exist that were not identified. We identified certain deficiencies in internal control over compliance, as described in the accompanying Schedule of Findings and Questioned Costs as Findings 2019-001 and 2019-002, to be significant deficiencies.

The County's response to the internal control over compliance finding identified in our audit is described in the accompanying Schedule of Findings and Questioned Costs. The County's response was not subjected to the auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the response.

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.

## **Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance and Supplemental Schedules**

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the County of Mono, California, as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise the County's basic financial statements. We issued our report thereon dated March 31, 2020, which contained unmodified opinions on those financial statements. Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements. The accompanying Schedule of Expenditures of Federal Awards is presented for purposes of additional analysis as required by the Uniform Guidance and is not a required part of the basic financial statements. The accompanying Supplemental Schedule of California Office of Emergency Services (CalOES) and the Department of Corrections and Rehabilitation Grants Expenditures, and Supplemental Schedule of California Office of Emergency Services (CalOES) and the Board of State and Community Corrections Grants Expenditures are presented for purposes of additional analysis as required by CalOES and are not a required part of the basic financial statements. Such 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. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the Schedule of Expenditures of Federal Awards, the Supplemental Schedule of California Office of Emergency Services (CalOES) and the Department of Corrections and Rehabilitation Grants Expenditures, and the Supplemental Schedule of California Office of Emergency Services (CalOES) and the Board of State and Community Corrections Grants Expenditures are fairly stated in all material respects in relation to the basic financial statements as a whole.

*Price Pange & Company*

Clovis, California  
March 31, 2020

**COUNTY OF MONO**  
**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS**  
**FOR THE YEAR ENDED JUNE 30, 2019**

Federal Grantor/Pass-Through Grantor/Program Title	Federal CFDA Number	Pass-Through Grantor's Number	Passed Through to Subrecipients	Total Federal Disbursements Expenditures
<b>U.S. Department of Agriculture</b>				
Passed through USDA Forest Service: 2017 USDA Forest Service	10.304	--	\$ -	\$ 22,000
Passed through State Department of Public Health: WIC - Women, Infants, and Children (WIC)	10.557	--	-	237,811
Passed through State Department of Social Services State Administrative Matching Grants for Supplemental Nutrition Assistance Program	10.561	--	-	315,942
Passed through State Controller's Office: Schools and Roads - Grants to States	10.665	PL114-10	-	316,359
<b>Total U.S. Department of Agriculture</b>			-	<u>892,112</u>
<b>U.S. Department of Housing and Urban Development</b>				
Passed through State Dept. of Housing and Community Development:				
Community Development Block Grant/State's Program and Non-Entitlement Grants in Hawaii	14.228	05-STBG-1384	-	608,363
Community Development Block Grant/State's Program and Non-Entitlement Grants in Hawaii	14.228	10-STBG-6730	-	303,500
Community Development Block Grant/State's Program and Non-Entitlement Grants in Hawaii	14.228	15-CDBG-10576	33,769	33,769
Community Development Block Grant/State's Program and Non-Entitlement Grants in Hawaii	14.228	17-CDBG-12023	234,278	234,278
Subtotal CFDA 14.228			<u>268,047</u>	<u>1,179,910</u>
HOME Investment Partnership Program	14.239	13-HOME-8996	-	551,375
HOME Investment Partnership Program	14.239	06-HOME-2359	-	243,052
HOME Investment Partnership Program	14.239	09-HOME-6259	-	92,900
Subtotal CFDA 14.239			-	<u>887,327</u>
<b>Total U.S. Dept. of Housing and Urban Development</b>			<u>268,047</u>	<u>2,067,237</u>
<b>U.S. Department of the Interior</b>				
Bureau of Land Management: Direct Program:				
National Fish and Wildlife Foundation	15.663		-	229,567
Bureau of Land Management: Sagegrouse Cooperative Agreement	15.231	L14AC00107	-	74,515
<b>Total U.S. Department of the Interior</b>			-	<u>304,082</u>
<b>U.S. Department of Justice</b>				
Direct Program:				
Adult Drug Court Discretionary Grant Program-BJA	16.585	2015-DC-BX-0019	-	31,969
Adult Drug Court Discretionary Grant Program-BJA	16.585	2018-DC-BX-0014	-	34,234
Subtotal CFDA 16.585			-	<u>66,203</u>
Passed through State Office of Emergency Services:				
Victim Witness Assistance Program	16.575	VW17270260	-	8,964
Victim Witness Assistance Program	16.575	VW18280260	-	133,535
Subtotal CFDA 16.575			-	<u>142,499</u>
Passed through Board of State and Community Corrections Reducing Racial and Ethnic Disparities	16.540	BSCC 394-15	-	23,083
<b>Total U.S. Department of Justice</b>			-	<u>231,785</u>
<b>U.S. Department of Labor</b>				
Passed through Employment Development Department via Kern County ETR WIOA Cluster				
Workforce Investment Act - Adult	17.258	--	-	11,775
Workforce Investment Act - Youth	17.259	--	-	13,364
Workforce Investment Act - Dislocated Worker	17.278	--	-	24,524
Subtotal WIOA Cluster			-	<u>49,663</u>
<b>Total U.S. Department of Labor</b>			-	<u>49,663</u>
<b>U.S. Department of the Treasury</b>				
Passed through State Department of Public Health: CalFresh SSI Cash-out	10.561	--	-	16,278
<b>Total U.S. Department of the Treasury</b>			-	<u>16,278</u>

See Notes to the Schedule of Federal Awards.



**COUNTY OF MONO**  
**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS**  
**FOR THE YEAR ENDED JUNE 30, 2019**  
(Continued)

Federal Grantor/Pass-Through Grantor/Program Title	Federal CFDA Number	Pass-Through Grantor's Number	Passed Through to Subrecipients	Total Federal Disbursements Expenditures
<b>U.S. Department of Health and Human Services</b>				
Passed through California Dept. of Aging Via Inyo County				
Aging Cluster				
Aging Title III Part B	93.044	--	-	10,573
Aging Title III Part C	93.045	--	-	35,510
Nutrition Services Incentive Program	93.053	--	-	6,981
Subtotal Aging Cluster			-	<u>53,064</u>
Passed through State Department of Social Services:				
Kinship Guardianship Assistance Payment Program	93.090	--	-	1,219
Family Preservation and Support Services	93.556	--	-	9,910
TANF Cluster				
Temporary Assistance for Needy Families	93.558	--	-	572,013
Child Welfare Services - State Grants	93.645	--	-	10,663
Foster Care - Title IV-E	93.658	--	-	383,832
Adoption Assistance	93.659	--	-	45,517
In-Home Supportive Services	93.667	--	-	56,570
Independent Living	93.674	--	-	2,936
Subtotal TANF Cluster			-	<u>1,071,531</u>
Passed through California Secretary of State:				
Help America Vote Act (HAVA)	93.618	17G26125	-	6,327
Help America Vote Act (HAVA)	93.618	18G26126	-	6,176
Help America Vote Act (HAVA)	93.618	18G30126	-	116,000
Subtotal CFDA 93.618			-	<u>128,503</u>
Passed through State Department of Health Services:				
Public Health Emergency Preparedness	93.069	--	-	100,078
Pandemic Flu	93.268	--	-	49,177
Immunization	93.268	--	-	36,250
Subtotal CDFA 93.268			-	<u>85,427</u>
Maternal and Child Health Services	93.994	--	-	134,402
California Children's Services	93.767	--	-	200,061
Health Care Program for Children in Foster Care	93.767	--	-	12,436
Children's Health and Disability Prevention	93.767	--	-	4,499
Subtotal CFDA 93.767			-	<u>216,996</u>
Medicaid Cluster				
Medical Assistance Program	93.778	--	-	351,374
Hospital Emergency Preparedness and Response	93.889	--	-	106,404
Subtotal Medicaid Cluster			-	<u>457,778</u>
Ryan White/HIV Care Formula	93.917	--	-	40,430
HIV/AIDS Surveillance	93.917	--	-	3,000
Subtotal CFDA 93.917			-	<u>43,430</u>
Passed through State Department of Alcohol and Drug Programs:				
Block Grants for Prevention and Treatment of Substance Abuse (SAPT)	93.959	--	-	421,521
<b>Total U.S. Department of Health and Human Services</b>			-	<u>2,723,859</u>
<b>U.S. Department of Homeland Security</b>				
Passed through State Office of Emergency Services:				
Hazard Mitigation Grant Program	97.039	FEMA-4240-DR-CA	-	44,090
2018 Emergency Management Performance Grant (EMPG)	97.042	--	-	124,750
2018 State Homeland Security Grant	97.067	--	-	88,701
<b>Total U.S. Department of Homeland Security</b>			-	<u>257,541</u>
<b>Total Expenditures of Federal Awards</b>			<u>\$ 268,047</u>	<u>\$ 6,542,557</u>

See Notes to the Schedule of Federal Awards.

**COUNTY OF MONO**  
**NOTES TO THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS**  
**FOR THE YEAR ENDED JUNE 30, 2019**

**NOTE 1 – REPORTING ENTITY**

The accompanying Schedule of Expenditures of Federal Awards presents the activity of all federal awards programs of the County of Mono. The County of Mono (the “County”) reporting entity is defined in Note 1 to the County’s basic financial statements. All federal awards received directly from federal agencies as well as federal awards passed through other government agencies are included in the schedule. The information in this schedule is presented in accordance with the requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the schedule presents only a selected portion of the operations of the County, it is not intended to and does not present the financial position, changes in net position or cash flows of the County.

**NOTE 2 – BASIS OF ACCOUNTING**

The accompanying Schedule of Expenditures of Federal Awards is prepared using the modified accrual basis of accounting for program expenditures accounted for in governmental funds and the accrual basis of accounting for expenditures accounted for in proprietary funds, as described in Note 1 of the County’s basic financial statements.

**NOTE 3 – RELATIONSHIP TO BASIC FINANCIAL STATEMENTS**

The amounts reported in the accompanying Schedule of Expenditures of Federal Awards agree, in all material respects, to amounts reported within the County’s financial statements. Federal award revenues are reported principally in the County’s financial statements as intergovernmental revenues in the General and Special Revenue funds.

**NOTE 4 – RELATIONSHIP TO FEDERAL FINANCIAL REPORTS**

The amounts reported in the accompanying Schedule of Expenditures of Federal Awards agree, in all material respects, with the amounts reported in the related federal financial assistance reports.

**NOTE 5 - INDIRECT COST RATE**

The County of Mono did not elect to use the 10 percent *de minimis* indirect cost rate as described in 2 CFR §200.414. Uniform Guidance, §200.510(6), requires the County of Mono to disclose whether or not it elected to use the 10 percent *de minimis* cost rate that §200.414(f) allows for nonfederal entities that have never received a negotiated indirect cost rate.

**NOTE 6 – PASS-THROUGH ENTITIES’ IDENTIFYING NUMBER**

When federal awards were received from a pass-through entity; the Schedule of Expenditures of Federal Awards shows, if available, the identifying number assigned by the pass-through entity. When the County determined that no identifying number is assigned for the program or the County was unable to obtain an identifying number from the pass-through entity, the County has indicated “--” as the pass-through identifying number.

**COUNTY OF MONO  
NOTES TO THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
FOR THE YEAR ENDED JUNE 30, 2019**

**NOTE 7 – DEPARTMENT OF AGING FEDERAL/STATE SHARE**

The California Department of Aging (CDA) requires agencies who receive CDA funding to display state-funded expenditures discretely along with federal expenditures. The County expended the following state and federal amounts under these grants:

<u>CFDA</u>	<u>Federal Expenditures</u>	<u>State Expenditures</u>
93.044	\$ 10,573	\$ -
93.045	35,510	41,744
93.053	6,981	-
	<u>\$ 53,064</u>	<u>\$ 41,744</u>

**NOTE 8 – LOANS WITH CONTINUING COMPLIANCE REQUIREMENTS**

The programs listed below had federally funded loans outstanding as of July 1, 2018 and June 30, 2019:

<u>CFDA</u>	<u>Program Title</u>	<u>Amount Outstanding</u>	
		<u>July 1, 2018</u>	<u>June 30, 2019</u>
14.228	Community Development Block Grant/State's Program and Non-Entitlement Grants in Hawaii	\$ 911,863	\$ 911,863
14.239	HOME Investment Partnership Program	<u>887,327</u>	<u>887,327</u>
	Total Amount Outstanding	<u>\$ 1,799,190</u>	<u>\$ 1,799,190</u>

**COUNTY OF MONO  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
FOR THE YEAR ENDED JUNE 30, 2019**

**SECTION I – SUMMARY OF AUDITOR’S RESULTS**

**Financial Statements**

Type of auditor's report issued: Unmodified

Internal control over financial reporting:  
 Material weaknesses identified? \_\_\_\_\_ Yes  X  No  
 Significant deficiencies identified that  
 are not considered to be material weaknesses? \_\_\_\_\_ Yes  X  None reported

Noncompliance material to financial statements noted? \_\_\_\_\_ Yes  X  No

**Federal Awards**

Internal control over major programs:  
 Material weaknesses identified? \_\_\_\_\_ Yes  X  No  
 Significant deficiencies identified that  
 are not considered to be material weaknesses?  X  Yes \_\_\_\_\_ None reported

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

Any audit findings disclosed that are required  
 to be reported in accordance with 2CFR  
 section 200.516(a)?  X  Yes \_\_\_\_\_ No

**Identification of Major Programs:**

<u>CFDA Number</u>	<u>Name of Federal Program or Cluster</u>
14.228	Community Development Block Grant
14.239	Home Investment Partnerships Program
16.575	Victim Witness Assistance
93.959	Block Grants for Prevention and Treatment of Substance Abuse

Dollar threshold used to distinguish between Type A  
 and Type B programs: \$750,000

Auditee qualified as low-risk auditee? \_\_\_\_\_ Yes  X  No

**COUNTY OF MONO  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
FOR THE YEAR ENDED JUNE 30, 2019**

**SECTION II – FINANCIAL STATEMENT FINDINGS**

None reported.

**SECTION III - FEDERAL AWARD FINDINGS AND QUESTIONED COSTS**

**Finding 2019-001 (Significant Deficiency)**

**Program:** Block Grants for the Prevention and Treatment of Substance Abuse

**CFDA Number:** 93.959

**Federal Agency:** Department of Health and Human Services

**Passed-Through:** State Department of Health Care Services

**Award Number:** 17-94143

**Passed-Through:** State Department of Health Care Services

**Award Year:** FY 2018

**Compliance Requirement:** Activities Allowed or Unallowed/Allowable Costs – Payroll

**Questioned Costs:** Unknown

**Criteria:**

In accordance with 2 CFR §200.303(a), a non-federal entity must establish and maintain effective internal control over the federal award that provides reasonable assurance that the non-federal entity is managing the federal award in compliance with federal statutes, regulations, and the terms and conditions of the federal award. 2CFR Part 200, Subpart F (Uniform Guidance) Section 200.430 requires that personnel expenses (payroll) charged to the federal awards must be based on records that accurately reflect the work performed. These records must be supported by a system of internal controls which provides reasonable assurance that the charges are accurate, allowable, and properly allocated.

**Conditions Found:**

Out of the 40 payroll samples selected for testing, we noted the following exceptions:

- We were unable to determine how payroll was tracked and charged from the County's timekeeping system, to the ShareCare Time Study system, to the Quarterly Federal Financial Management Reports (QFFMR) for all of the employees who provide direct services related to this program for the entire fiscal year.
- There was no evidence to support that the hours reported in the ShareCare Time Study system were complete, accurate, or reviewed.
- For the employees who have an indirect cost allocation charged to this program, we were unable to determine how payroll was tracked and charged from the County's timekeeping system to the QFFMR for all of the employees who provide indirect services related to this program for the entire fiscal year.

**Cause:**

The County's Behavioral Health Department did not have adequate documentation or systems in place to support how payroll was recorded and reported on the QFFMR. The Department also had internal personnel changes which also caused this issue as there was no documentation available for how the QFFMR's were prepared and supported.

**COUNTY OF MONO  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
FOR THE YEAR ENDED JUNE 30, 2019**

**SECTION III - FEDERAL AWARD FINDINGS AND QUESTIONED COSTS (Continued)**

**Finding 2019-001 (Significant Deficiency) (Continued)**

**Effect:**

Payroll related charges that are being reported on the QFFMR's are not supported. The Behavioral Health Department may not be able to fully rely on the ShareCare Time Study system as there is no evidence to support the data is accurate and complete.

**Recommendation:**

We recommend the Behavioral Health Department create a formal process so hours worked by Direct-charge employees are fully utilizing the ShareCare Time Study system. The ShareCare reports should be reviewed for accuracy and completeness. In addition, there should be evidence of that review and documented as such. Those reports will then be the basis for tracking the payroll charges being submitted on the QFFMR's. Another process should also be created to detail how Indirect-charge employees' time is tracked and reported on the QFFMR's. All related reports should be reviewed for accuracy, completeness, and allowability in accordance with the program's grant contract agreement, and should include evidence that this review took place and who performed it.

**Views of Responsible Officials and Planned Corrective Actions:**

The County concurs – see Corrective Action Plan.

**COUNTY OF MONO  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
FOR THE YEAR ENDED JUNE 30, 2019**

**SECTION III - FEDERAL AWARD FINDINGS AND QUESTIONED COSTS (Continued)**

**Finding 2019-002 (Significant Deficiency)**

**Program:** Block Grants for the Prevention and Treatment of Substance Abuse

**CFDA Number:** 93.959

**Federal Agency:** Department of Health and Human Services

**Passed-Through:** State Department of Health Care Services

**Award Number:** 17-94143

**Passed-Through:** State Department of Health Care Services

**Award Year:** FY 2018

**Compliance Requirement:** Reporting

**Questioned Costs:** Unknown

**Criteria:**

In accordance with 2 CFR §200.303(a), a non-federal entity must establish and maintain effective internal control over the federal award that provides reasonable assurance that the non-federal entity is managing the federal award in compliance with federal statutes, regulations, and the terms and conditions of the federal award. Per the program grant award agreement, the County shall submit the QFFMR and a quarterly general ledger detail 60 days after quarter-end.

**Conditions Found:**

We found the following exceptions during our review of the reporting requirement:

- The quarters ending September 2018, March 2019, and June 2019 were submitted past the 60 day window.
- There is no supporting documentation for how the amounts listed on the QFFMR's were derived or calculated for the quarters ending September 2018 and December 2018.

**Cause:**

The County's Behavioral Health Department did not have adequate documentation or systems in place to support how (and if) this requirement was being met. The Department also had internal personnel changes which also caused this issue as there was no documentation available for how this requirement was being tracked.

**Effect:**

As this is a requirement noted in the program grant award agreement, the County could potentially delay or lose funding from this program if not supported or reported correctly. In addition, not having support or documentation for the QFFMR's will create issues when preparing the subsequent versions of those reports for the next fiscal year.

**Recommendation:**

We recommend the Behavioral Health Department use the general ledger as a basis for the amounts reported on the QFFMR, and begin developing a reconciling worksheet to assist in the preparation of the QFFMR every quarter. We also recommend the reports be reviewed and submitted within the 60 day window after quarter end.

**Views of Responsible Officials and Planned Corrective Actions:**

The County concurs – see Corrective Action Plan.

**COUNTY OF MONO  
SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS  
FOR THE YEAR ENDED JUNE 30, 2019**

**FINANCIAL STATEMENT FINDINGS**

None reported.

**FEDERAL AWARD FINDINGS AND QUESTIONED COSTS**

None reported.





**MONO COUNTY BEHAVIORAL HEALTH DEPARTMENT**

**COUNTY OF MONO**

P. O. BOX 2619 MAMMOTH LAKES, CA 93546 (760) 924-1740 FAX: (760) 924-1741

**COUNTY OF MONO  
CORRECTIVE ACTION PLAN  
YEAR ENDED JUNE 30, 2019**

Finding Number	Planned Corrective Action	Anticipated Completion Date	Responsible Contact Person
2019-001	Mono County Behavioral Health (MCBH) will ensure staff, including indirect personnel, track all time associated with the SABG grant in its electronic health record. Time associated with the SABG grant will be reviewed every quarter at a minimum.	April 1, 2020	Debra Stewart, Substance Use Disorders Counselor III  Jessica Workman, Accountant II
2019-002	<p>MCBH agrees with the condition found that the quarters ending September 2018, March 2019, and June 2019 were submitted past the 60 day window. This was due to a staff transition and lack of cross-training.</p> <p>MCBH has now completed Q3 and Q4 QFFMRS and submitted them to the state. MCBH now has a procedure for ensuring that all QFFMRs are submitted on time to the state along with the required general ledger detail.</p> <p>MCBH agrees with the condition found that there is no supporting documentation for how the amounts listed on the QFFMRS were derived or calculated for Q1 or Q2.</p> <p>MCBH resolved this problem in Q3 and Q4 by creating internal back-up tracking documents that can be traced to the general ledger. MCBH now has a process for generating internal documentation that explains how each QFFMR was developed and will continue doing this moving forward.</p>	April 1, 2020	Amanda Greenberg, MHA Coordinator  Jessica Workman, Accountant II

  
Robin Roberts (Mar 18, 2020)  
Robin K. Roberts  
Director, Mono County Behavioral Health

  
Janet Dutcher (Mar 17, 2020)  
Jane Dutcher  
Director of Finance

**COUNTY OF MONO**  
**SUPPLEMENTAL SCHEDULE OF THE CALIFORNIA OFFICE OF EMERGENCY SERVICES (CALOES)**  
**AND THE DEPARTMENT OF CORRECTIONS AND REHABILITATION GRANTS EXPENDITURES**  
**FOR THE YEAR ENDED JUNE 30, 2019**

Program	Expenditures Claimed			Share of Expenditures Current Year		
	For the Period Through June 30, 2018	For the Year Ended June 30, 2019	Cumulative As of June 30, 2019	Federal Share	State Share	County Share
<b>2017 HSGP</b>						
Personnel services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Operating expenses	-	-	-	-	-	-
Equipment	89,990	-	89,990	-	-	-
Total	<u>\$ 89,990</u>	<u>\$ -</u>	<u>\$ 89,990</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>2018 HSGP</b>						
Personnel services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Operating expenses	-	-	-	-	-	-
Equipment	-	88,701	88,701	88,701	-	-
Total	<u>\$ -</u>	<u>\$ 88,701</u>	<u>\$ 88,701</u>	<u>\$ 88,701</u>	<u>\$ -</u>	<u>\$ -</u>
<b>2017 EMPG</b>						
Personnel services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Operating expenses	-	-	-	-	-	-
Equipment	255,574	-	255,574	-	-	-
Total	<u>\$ 255,574</u>	<u>\$ -</u>	<u>\$ 255,574</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>2018 EMPG</b>						
Personnel services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Personnel services	-	-	-	-	-	-
Equipment	-	249,500	249,500	124,750	-	124,750
Total	<u>\$ -</u>	<u>\$ 249,500</u>	<u>\$ 249,500</u>	<u>\$ 124,750</u>	<u>\$ -</u>	<u>\$ 124,750</u>
<b>HMGP; FEMA-4240-DR-CA</b>						
Personnel services	\$ -	\$ 3,858	\$ 3,858	\$ 3,858	\$ -	\$ -
Operating expenses	-	40,232	40,232	40,232	-	-
Equipment	-	-	-	-	-	-
Total	<u>\$ -</u>	<u>\$ 44,090</u>	<u>\$ 44,090</u>	<u>\$ 44,090</u>	<u>\$ -</u>	<u>\$ -</u>

**COUNTY OF MONO**  
**SUPPLEMENTAL SCHEDULE OF THE CALIFORNIA OFFICE OF EMERGENCY SERVICES (CALOES)**  
**AND THE BOARD OF STATE AND COMMUNITY CORRECTIONS GRANTS EXPENDITURES**  
**FOR THE YEAR ENDED JUNE 30, 2019**

Program	For the Period Through June 30, 2018	For the Year Ended June 30, 2019	Cumulative As of June 30, 2019	Federal Share	State Share	County Share
<b>Victim/Witness Assistance VW17-270-260</b>						
Personnel services	\$ 118,527	\$ -	\$ 118,527	\$ -	\$ -	\$ -
Operating expenses	9,685	2,623	12,308	2,623	-	-
Equipment	-	15,959	15,959	6,341	9,618	-
Total	<u>\$ 128,212</u>	<u>\$ 18,582</u>	<u>\$ 146,794</u>	<u>\$ 8,964</u>	<u>\$ 9,618</u>	<u>\$ -</u>
<b>Victim/Witness Assistance VW18-280-260</b>						
Personnel services	\$ -	\$ 108,690	\$ 108,690	\$ 108,690	\$ -	\$ -
Operating expenses	-	31,168	31,168	23,798	7,370	-
Equipment	-	9,116	9,116	1,047	8,069	-
Total	<u>\$ -</u>	<u>\$ 148,974</u>	<u>\$ 148,974</u>	<u>\$ 133,535</u>	<u>\$ 15,439</u>	<u>\$ -</u>
<b>R.E.D. Grant; 394-17</b>						
Personnel services	\$ 41,885	\$ 8,023	\$ 49,908	\$ 8,023	\$ -	\$ -
Operating expenses	39,981	15,060	55,041	15,060	-	-
Equipment	20,737	-	20,737	-	-	-
Total	<u>\$ 102,603</u>	<u>\$ 23,083</u>	<u>\$ 125,686</u>	<u>\$ 23,083</u>	<u>\$ -</u>	<u>\$ -</u>
<b>JJCPA</b>						
Personnel services	\$ 32,652	\$ 32,652	\$ 65,304	\$ -	\$ 32,652	\$ -
Operating expenses	85	160	245	-	160	-
Equipment	-	-	-	-	-	-
Total	<u>\$ 32,737</u>	<u>\$ 32,812</u>	<u>\$ 65,549</u>	<u>\$ -</u>	<u>\$ 32,812</u>	<u>\$ -</u>
<b>YOBG</b>						
Personnel services	\$ 15,500	\$ 69,542	\$ 85,042	\$ -	\$ 69,542	\$ -
Operating expenses	5,245	56,977	62,222	-	56,977	-
Equipment	-	1,424	1,424	-	1,424	-
Total	<u>\$ 20,745</u>	<u>\$ 127,943</u>	<u>\$ 148,688</u>	<u>\$ -</u>	<u>\$ 127,943</u>	<u>\$ -</u>