

Brown County Schools Benefits Consortium  
Brown County  
Regular Audit  
For the Fiscal Year Ended June 30, 2012



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# Dave Yost • Auditor of State

Board of Commissioners  
Brown County Schools Benefits Consortium  
325 West State Street  
Georgetown, Ohio 45121

We have reviewed the *Independent Auditor's Report* of the Brown County Schools Benefits Consortium, prepared by Millhuff-Stang, CPA, Inc., for the audit period July 1, 2011 through June 30, 2012. Based upon this review, we have accepted these reports in lieu of the audit required by Section 117.11, Revised Code. The Auditor of State did not audit the accompanying financial statements and, accordingly, we are unable to express, and do not express an opinion on them.

The financial statements in the attached report are presented in accordance with a regulatory basis of accounting prescribed or permitted by the Auditor of State. Due to a February 2, 2005 interpretation from the American Institute of Certified Public Accountants (AICPA), modifications were required to the *Independent Auditor's Report* on your financial statements. While the Auditor of State does not legally require your government to prepare financial statements pursuant to Generally Accepted Accounting Principles (GAAP), the AICPA interpretation requires auditors to formally acknowledge that you did not prepare your financial statements in accordance with GAAP. The attached report includes an opinion relating to GAAP presentation and measurement requirements, but does not imply the statements are misstated under the non-GAAP regulatory basis. The *Independent Auditor's Report* also includes an opinion on the financial statements using the regulatory format the Auditor of State permits.

Our review was made in reference to the applicable sections of legislative criteria, as reflected by the Ohio Constitution, and the Revised Code, policies, procedures and guidelines of the Auditor of State, regulations and grant requirements. The Brown County Schools Benefits Consortium is responsible for compliance with these laws and regulations.

A handwritten signature in black ink that reads "Dave Yost".

Dave Yost  
Auditor of State

May 22, 2013

**Brown County Schools Benefits Consortium**  
**Brown County**  
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*For the Fiscal Year Ended June 30, 2012*

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## Independent Auditor's Report

Board Members  
Brown County Schools Benefits Consortium  
325 West State Street  
Georgetown, Ohio 45121

We have audited the accompanying financial statements of the Brown County Schools Benefits Consortium, Brown County, (the Consortium), as of and for the year ended June 30, 2012. These financial statements are the responsibility of the Consortium's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America 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 of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and the significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

As described more fully in Note 1, the Consortium has prepared these financial statements using accounting practices the Auditor of State prescribes or permits. These practices differ from accounting principles generally accepted in the United States of America (GAAP). Although we cannot reasonably determine the effects on the financial statements of the variances between these regulatory accounting practices and GAAP, we presume they are material.

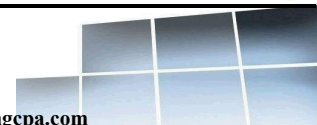
Instead of the combined funds the accompanying financial statements present, GAAP require presenting entity wide statements and also presenting the Consortium's larger (i.e. major) funds separately. While the Consortium does not follow GAAP, generally accepted auditing standards requires us to include the following paragraph if the statements do not substantially conform to GAAP presentation requirements. The Auditor of State permits, but does not require consortiums to reformat their statements. The Consortium has elected not to follow GAAP statement formatting requirements. The following paragraph does not imply the amounts reported are materially misstated under the accounting basis the Auditor of State permits. Our opinion on the fair presentation of the amounts reported pursuant to its non-GAAP basis is in the second following paragraph.

In our opinion, because of the effects of the matter discussed in the preceding two paragraphs, the financial statements referred to above for the year ended June 30, 2012 do not present fairly, in conformity with accounting principles generally accepted in the United States of America, the financial position of the Consortium as of June 30, 2012, or its changes in financial position or cash flows for the year then ended.

Also, in our opinion, the financial statements referred to above present fairly, in all material respects, the fund cash balances of the Consortium, as of June 30, 2012, and its cash receipts and disbursements for the year then ended on the accounting basis Note 1 describes.

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Brown County Schools Benefits Consortium  
Brown County  
Independent Auditor's Report  
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In accordance with *Government Auditing Standards*, we have also issued our report dated April 23, 2013 on our consideration of the Consortium's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.



Natalie Millhuff-Stang, CPA  
President/Owner  
Millhuff-Stang, CPA, Inc.

April 23, 2013

**Brown County Schools Benefits Consortium**  
**Brown County**

*Statement of Cash Receipts, Cash Disbursements and Changes in Fund Cash Balances*  
*For the Fiscal Year Ended June 30, 2012*

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Operating Cash Receipts:	
Charges for Services	<u>\$13,344,822</u>
Total Operating Cash Receipts	13,344,822
Operating Cash Disbursements:	
Purchased Services	<u>13,104,783</u>
Total Operating Cash Disbursements	<u>13,104,783</u>
Operating Cash Receipts Over Operating Cash Disbursements	240,039
Non-Operating Cash Receipts:	
Interest	<u>3,194</u>
Total Non-Operating Cash Receipts	<u>3,194</u>
Net Receipts Over Disbursements	243,233
Fund Cash Balance, July 1	<u>1,239,441</u>
Fund Cash Balance, June 30	<u><u>\$1,482,674</u></u>

The notes to the financial statements are an integral part of this statement.

**Brown County Schools Benefits Consortium**

**Brown County**

*Notes to the Financial Statements*

*For the Fiscal Year Ended June 30, 2012*

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**1. Summary of Significant Accounting Policies**

**A. Description of the Entity**

The Brown County Schools Benefits Insurance Consortium, Brown County, Ohio (the Consortium), a Regional Council of Governments organized under Ohio Revised Code, Chapter 167, was established for the purpose of establishing and carrying out a cooperative health program. The Consortium is established for the purpose of exercising the rights and privileges conveyed to it by the Bylaws of the Consortium.

The Brown County Schools Benefits Consortium is a legally separate consortium. The Consortium is in a jointly governed organization with member governmental entities. The Consortium was formed for the purpose of establishing and carrying out a cooperative health program for its member governmental entities. The governing board consists of the superintendent or other designee appointed by each of the members of the Consortium.

The Consortium utilizes the Brown County Educational Service Center (the Educational Service Center) as its fiscal agent. The financial activity for the Consortium is reflected as an agency fund of the fiscal agent.

Management believes the financial statements included in this report represent all of the financial activity of the Consortium over which the Consortium has the ability to exercise direct operating control.

The Consortium is an insurance-purchasing pool for health insurance. Effective August 1, 2009, the Consortium changed its third party administrator from Humana of Ohio to United Health Care. Members are fully insured by United Health Care who has full responsibility over claims. United Health Care bills the Consortium monthly for the premium payment.

The dental insurance plan is a self-insurance pool sponsored by the Educational Service Center and administered by a third party administrator. The Consortium utilizes Dental Care Plus as their third party administrator. Claims are made to the third party administrator by covered individuals. The third party administrator processes the claims, approves or denies, and makes payments to dental care providers. The third party administrator submits a list of claims paid to the Consortium, who in turn submits payments to the third party administrator. Stop loss coverage for dental is not considered necessary because there is a maximum benefit in place.

Membership in the Consortium is dependent upon each member enrolling at least 75 percent of its employees who are determined to be eligible for enrollment in the insurance plan. If a member withdraws from the Consortium, it would not receive a refund of premiums paid to the Consortium and it may not rejoin until three years from the effective date of its termination. New school districts may become members of the Consortium only upon the evaluation of approval by the Directors of the Consortium, which consists of the districts' Superintendents or their designees.

**B. Basis of Accounting**

These financial statements follow the basis of accounting prescribed or permitted by the Auditor of State, which is similar to the cash receipts and disbursements basis of accounting. Receipts are recognized when received in cash rather than when earned, and disbursements are recognized when paid rather than when a liability is incurred. These statements include adequate disclosure of material matters, as prescribed or permitted by the Auditor of State.



**Brown County Schools Benefits Consortium**

**Brown County**

*Notes to the Financial Statements*

*For the Fiscal Year Ended June 30, 2012*

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**1. Summary of Significant Accounting Policies (Continued)**

**C. Cash and Investments**

The Consortium's cash is held and invested by the Educational Service Center, who acts as custodian of Consortium monies. The Consortium's assets are held in the Educational Service Center's cash and investment pool consisting of demand deposits and Star Ohio. The investment in Star Ohio (the State Treasurer's investment pool) is valued at amounts reported by the State Treasurer.

**D. Budgetary Process**

The member governments of the Consortium are required by Ohio law to adopt an annual budget. The Consortium itself does not adopt a budget, the Educational Service Center, the Consortium's fiscal agent, is no longer required under State statute to file budgetary information with the State Department of Education.

**2. Cash and Investments**

The Educational Service Center is the fiscal agent for the Consortium. The Educational Service Center maintains deposits and specific investments for the Consortium. The Ohio Revised Code prescribes allowable deposits and investments. The carrying amount of deposits and investments held by the Brown County Educational Service Center for the Consortium at June 30 was as follows:

Cash:		
Demand Deposits		\$1,481,369
Investments:		
Star Ohio		<u>1,305</u>
Total Cash and Investments		<u>\$1,482,674</u>

*Deposits:* Deposits are either insured by the Federal Depository Insurance Corporation or by a collateral pool established by the financial institution to secure the repayment of all public monies with the institution.

*Investments:* Investments in Star Ohio are not evidenced by securities that exist in physical or book-entry form.

**3. Risk Management**

The Brown County Schools Benefits Consortium is a Regional Council of Governments organized under Ohio Revised Code, Chapter 167, for the purpose of establishing and carrying out a cooperative health and dental insurance program. The Consortium, which is open to any board of education of any school district in the State of Ohio, is governed by a Board of Directors who selects qualified insurance companies that provide the health insurance program that is adequate to meet the needs of each member school under its benefit plan for its employees. The Board of Directors is composed of one representative from each member school.

As of August 1, 2000, the Consortium became an insurance purchasing pool for medical insurance. The Consortium contracted with United Health Care effective August 1, 2009 to provide fully funded medical insurance for its members. Each member district pays a fee based on their employee membership and related premiums.

**Brown County Schools Benefits Consortium**

**Brown County**

*Notes to the Financial Statements*

*For the Fiscal Year Ended June 30, 2012*

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**3. Risk Management (Continued)**

The Consortium is self-insured for dental insurance. Membership rates are charged based on claims approved by the third party administrator (Dental Care Plus). Member schools may withdraw from the Consortium at the end of any fiscal year, and may be removed for failure to make the required payments. The obligation for the payment of any negative balance in a member's account and the remaining claims of any of its eligible members is the responsibility of each individual school upon withdrawal from the Consortium.

**4. Loss Reserve**

Since the dental program is self-insured, the loss reserve must be equal to or less than the actual fund balance. The dental fund balance as of June 30, 2012 was \$341,329.

The loss reserve from the dental third party administrator, Dental Care Plus, that includes the run off or total accruals as of June 30, 2012 totaled \$110,600.

The self-funded dental program meets the loss reserve.



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**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***

Members of the Board  
Brown County Schools Benefits Consortium  
325 West State Street  
Georgetown, Ohio 45121

We have audited the financial statements of the Brown County Schools Benefits Consortium, Brown County, (the Consortium), as of and for the year ended June 30, 2012, and have issued our report thereon dated April 23, 2013, wherein we noted the Consortium prepared its financial statements using accounting practices the Auditor of State prescribes or permits rather than accounting practices generally accepted in the United States of America. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

**Internal Control Over Financial Reporting**

Management of the Consortium is responsible for establishing and maintaining effective internal control over financial reporting. In planning and performing our audit, we considered the Consortium's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Consortium's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Consortium's internal control over financial reporting.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the Consortium's financial statements will not be prevented, or detected and corrected on a timely basis.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be deficiencies, significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined previously.

Brown County Schools Benefits Consortium  
Brown County

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*

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### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Consortium's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

We noted certain matters that we reported to management of the Consortium in a separate letter dated April 23, 2013.

This report is intended solely for the information and use of management, the Board, and others within the Consortium and is not intended to be and should not be used by anyone other than these specified parties.



Natalie Millhuff-Stang, CPA  
President/Owner  
Millhuff-Stang, CPA, Inc.

April 23 2013



# Dave Yost • Auditor of State

**BROWN COUNTY SCHOOLS BENEFITS CONSORTIUM**

**BROWN COUNTY**

**CLERK'S CERTIFICATION**

**This is a true and correct copy of the report which is required to be filed in the Office of the Auditor of State pursuant to Section 117.26, Revised Code, and which is filed in Columbus, Ohio.**

*Susan Babbitt*

**CLERK OF THE BUREAU**

**CERTIFIED  
JUNE 4, 2013**