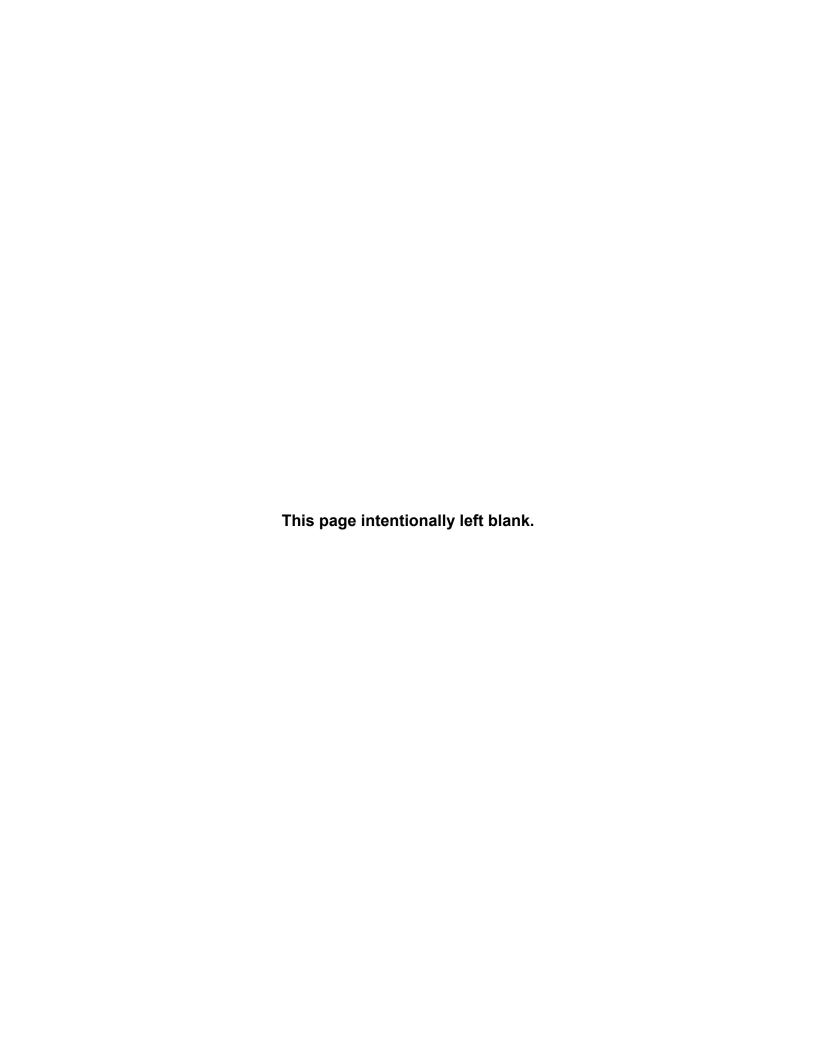




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INDEPENDENT ACCOUNTANTS' REPORT

Summit County Family and Children First Council Summit County
1100 Graham Road Circle
Stow. Ohio 44224

To the Executive Council:

We have audited the accompanying financial statements of Summit County Family and Children First Council, Summit County, Ohio, (the Council) as of and for the year ended December 31, 2003. These financial statements are the responsibility of the Council'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 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 discussed in Note 1, the Council prepares its financial statements on the basis of accounting prescribed or permitted by the Auditor of State, which is a comprehensive basis of accounting other than generally accepted accounting principles.

In our opinion, the financial statements referred to above present fairly, in all material respects, the combined fund cash balances of the Council as of December 31, 2003, and its combined cash receipts and disbursements for the year then ended on the basis of accounting described in Note 1.

As discussed in Note 5, the Council restated certain fund balances effective January 1, 2003 as a result of an error previously reported in the General Fund and as a result of including the Special Revenue Cluster Fund.

In accordance with *Government Auditing Standards*, we have also issued our report dated August 27, 2004 on our consideration of the Council's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be read in conjunction with this report in considering the results of our audit.

111 Second St., NW / Fourth Floor / Canton, OH 44702 Telephone: (330) 438-0617 (800) 443-9272 Fax: (330) 471-0001 Summit County Family and Children First Council Summit County Independent Accountants' Report Page 2

The accompanying Schedule of Receipts and Expenditures of Federal Awards is presented for additional analysis as required by U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, and is not a required part of the financial statements. We subjected this information to the auditing procedures applied in the audit of the financial statements and, in our opinion, is fairly stated, in all material respects, in relation to the financial statements taken as a whole.

This report is intended solely for the information and use of the audit committee, management, the Executive Council, federal awarding agencies and pass-through entities and other officials authorized to receive this report under § 117.26, Ohio Revised Code, and is not intended to be and should not be used by anyone other then these specified parties.

Betty Montgomery Auditor of State

Betty Montgomery

August 27, 2004

COMBINED STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND CHANGES IN FUND CASH BALANCES - ALL GOVERNMENTAL FUND TYPES FOR THE YEAR ENDED DECEMBER 31, 2003

	Governmental Fund Types		Totala
	General	Special Revenue	Totals (Memorandum Only)
Cash Receipts: Intergovernmental Local Revenue Reimbursements Investment earnings Miscellaneous	\$22,000 <u>56</u>	\$2,991,961 388,000 636,324 33	\$3,013,961 388,000 636,324 33 56
Total Cash Receipts	22,056	4,016,318	4,038,374
Cash Disbursements: Salaries Benefits Travel Contracted Services Supplies Other	9,308 2,292 520 6,893	221,911 64,828 5,630 3,664,101 13,370 92,618	231,219 67,120 6,150 3,670,994 13,370 92,793
Total Cash Disbursements	19,188	4,062,458	4,081,646
Total Cash Receipts Over/(Under) Cash Disbursements	2,868	(46,140)	(43,272)
Other Financing Receipts/(Disbursements): Transfers-In Transfers-Out	37,628 (25,233)	93,770 (106,165)	131,398 (131,398)
Total Other Financing Receipts/(Disbursements)	12,395	(12,395)	0
Excess of Cash Receipts and Other Financing Receipts Over/(Under) Cash Disbursements and Other Financing Disbursements Fund Cash Balances, January 1(Restated See Note 5)	15,263 27,326	(58,535) 125,750	(43,272) 153,076
Fund Cash Balances, December 31	\$42,589	\$67,215	\$109,804

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

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NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2003

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Description of the Entity

The Ohio Rev. Code Section 121.37, created the Ohio Family and Children First Cabinet Council and permitted counties to establish county family and children first councils. Statutory membership of a county family and children first executive council consists of the following individuals:

- a. The director of the board of alcohol, drug addiction, and mental health services that serves the county, or, in the case of a county that has a board of alcohol and drug addiction services and a community mental health board, the directors of both boards;
- b. The health commissioner of the board of health of each city or general health district in the county, or their designees;
- c. The director of the county department of human services;
- d. The executive director of the county agency responsible for the administration of children services pursuant to Ohio Revised Code Section 5153.15:
- e. The superintendent of the county board of mental retardation and developmental disabilities;
- f. The county's juvenile court judge senior in service;
- g. The superintendent of the city, exempted village, or local school district with the largest number of pupils residing in the county, as determined by the department of education, which shall notify each county of its determination at least biennially;
- h. A school superintendent representing all other school districts with territory in the county, as designated at a biennial meeting of the superintendents of those districts;
- i. A representative of the largest city in the county;
- i. The chair of the board of county council, or an individual designated by the board:
- k. A representative of the regional office of the department of youth services;
- A representative of the county's head start agencies, as defined in Ohio Revised Code Section 3301.31;
- m. A representative of the county's early intervention collaborative established pursuant to the federal early intervention program operated under the "Education of the Handicapped Act Amendments of 1986"; and
- n. At least three individuals representing the interests of families in the county. Where possible, the number of members representing families shall be equal to twenty percent of the council's remaining membership.

In addition, a county family and children first council may invite any other local public or private agency or group that funds, advocates, or provides services to children to have a representative become a permanent or temporary member of the council.

A county council's statutory responsibilities include the following:

- a. Refer to the State cabinet council those children for whom the council cannot provide adequate services;
- b. Make periodic reports to the State cabinet council regarding the number of children referred to the county council and the progress made in meeting the needs of each child;
- c. Develop a plan that reviews and adjusts existing programs, fills service gaps where possible, or invents new approaches to achieve better results for families and children;

NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2003 (Continued)

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

A. Description of the Entity (Continued)

- d. Participate in the development of a countywide, comprehensive, coordinated, multidisciplinary, inter-agency system for infants and toddlers with developmental disabilities or delays and their families, as established pursuant to federal grants received and administered by the department of health for early intervention services under the "Education of the Handicapped Act Amendments of 1986";
- e. Maintain an accountability system to monitor the council's progress in achieving its purposes; and
- f. Establish a mechanism to ensure ongoing input from a broad representation of families who are receiving services within the county system.

The Summit County Family and Children First Council (FCFC) also participates with a standing committee referred to as the Summit County Cluster for Youth (SCY). The FCFC cooperates with other local and State agencies for the common purpose to provide youth serving agencies in Summit County with the capacity to jointly resolve problems associated with the delivery of services to youth who exhibit more than one emotional, physical, or developmental difficulty and thus require the services of more than one system.

The SCY Executive Council consists of the Chief Executive Officers of the funding agencies which are Summit County Children Services Board, Summit County Juvenile Court, County of Summit Board of MRDD, and Child Guidance Centers (private not-for-profit). Each member has one vote and a consensus is to be sought on all issues. The funding agencies each retain responsibility of the cluster fund with oversight by the FCFC Executive Council.

On an annual basis, each of the four funding agencies signs an agreement with the FCFC to pay an amount to fund the Special Revenue Cluster Fund. In addition, each funding agency agrees to pay other costs as approved by the SCY Executive Council on a child-by-child basis. The child cost agreements are signed by the head of the respective agency and the Director of the FCFC.

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.

NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2003 (Continued)

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

C. Fund Accounting

The Council maintains its accounting records in accordance with the principles of fund accounting. Fund accounting is a concept developed to meet the needs of governmental entities in which legal or other restraints require the recording of specific receipts and disbursements. The transactions are reflected in a self-balancing group of accounts.

1. General Fund

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

2. Special Revenue Fund

These funds are used to account for proceeds from specific sources that are restricted to expenditure for specific purposes. The Council has the following significant Special Revenue Funds:

Ohio Early Start Fund - This fund receives grant monies to provide services to families and children.

Early Start Temporary Assistance for Needy Families Fund - This fund receives grant monies to provide services to children ages 0 – 3 years old.

Ohio Wellness Block Grant Fund - This fund receives grant monies for services to relating to teen pregnancy prevention and parenting classes.

Early Intervention Part C Fund - This fund receives federal grant money for the purpose of providing services to families with young children who have disabilities from birth to 3 years of age.

Cluster Shared Pool Fund - This fund receives local monies from members of the Cluster for the purpose of providing coordinated services and financial support in addressing the clinical needs of troubled youth.

D. Budgetary Process

The Ohio Revised Code requires that each fund be budgeted annually. The Council must file the budget with its administrative agent, the Summit County Fiscal Officer, and the Summit County Council.

The Family and Children First Council shall request from time to time, as necessary and proper, a(n) (Amended) Certificate of Estimated Resources from the Summit County Budget Commission. On or before December 31 (and as necessary and proper thereafter) preceding each fiscal year, the Family and Children First Council shall adopt a Resolution(s) of Appropriations not to exceed the aggregate value of the Amended Certificate of Estimated Resources. All monies (grants, contracts, fees and other receipts) paid to the Council shall be deposited by the County Fiscal Officer to the Agency Funds of the Summit County Treasury which have been created for the purpose of accounting for Council revenues and expenses.

NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2003 (Continued)

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

E. Fiscal and Administrative Agent

The Summit County Health Department serves as both the fiscal and administrative agent for the Council.

F. Property, Plant and Equipment

Acquisitions of property, plant and equipment are recorded as equipment disbursements when paid. These items are not reflected as assets on the accompanying financial statements.

G. Fiscal Year

The Family and Children First Council's fiscal year commences on January 1 and terminates on December 31 of each calendar year.

H. Contracted Services

The Grant Coordinator and Grant Coordinator's secretary are paid employees of Summit County. The funds used to pay the salaries of the Grant Coordinator and Grant Coordinator's secretary are derived from a state administrative grant and Summit County Cluster funds.

I. Accumulated Leave

In certain circumstances, such as upon leaving employment, employees are entitled to cash payments for unused leave. Unpaid leave is not reflected as a liability under Council's basis of accounting.

2. EQUITY IN POOLED CASH AND INVESTMENTS

The Summit County Fiscal Officer maintains a cash pool used by all of the County's funds, including those of the Summit County Family and Children First Council. The Ohio Revised Code prescribes allowable deposits and investments. The Council's carrying amount of cash on deposit with the County at December 31, 2003 was \$109,804. The Summit County Fiscal Officer is responsible for maintaining adequate depository collateral for all funds in the Summit County's pooled and deposit accounts and ensuring that all monies are invested in accordance with the Ohio Revised Code.

3. BUDGETARY ACTIVITY

Budgetary activity for the year ended December 31, 2003 follows:

2003 Budgeted vs. Actual Receipts				
		Budgeted	Actual	
		Receipts	Receipts	Variance
Council		\$4,005,218	\$4,169,771	\$164,553
	2003 Budgeted vs. /	Actual Budgetary	Basis Expenditure	es
		Appropriation	Budgetary	
		Authority	Expenditures	Variance
Council		\$3,979,974	\$4,213,044	(\$233,070)

NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2003 (Continued)

4. FUND BALANCE RESTATEMENT

Due to an error previously reported in 2002, the General Fund was overstated by \$7,861. The restated balance is presented below.

Effective January 1, 2003 the Council began to include its Cluster fund activity within its Special Revenue Fund activity to better comply with the basis of accounting described in Note 1. The Special Revenue Fund balance has been restated to include the Cluster fund activity amounts previously not reported within the Special Revenue Fund. As a result of the restatement, the Special Revenue Fund beginning balance on January 1, 2003 was \$125,750.

	General <u>Fund</u>	Special Revenue Fund
Ending Fund Balance, as previously reported, December 31, 2002 General Fund Decrease Cluster Fund Balance, January 1, 2003	\$35,187 (7,861) 0	\$171,311 0 (45,561)
Restated Fund Balance, January 1, 2003	<u>\$27,326</u>	<u>\$125,750</u>

In addition, as a result of the restatements, the following effects were noted on the Excess of Cash Receipts Over Cash Disbursements.

	General <u>Fund</u>	Special <u>Revenue Fund</u>
Excess of Cash Receipts Over Cash Disbursements, as previously reported Overstated General Fund Balance Cluster Fund Activity	\$15,761 (7,861) 0	\$761,896 0 (45,561)
Restated Excess of Cash Receipts Over Cash Disbursements, January 1, 2003	<u>\$7,900</u>	<u>\$716,335</u>

5. NEGATIVE CASH FUND BALANCE

State and federal grants maintained by the Council are on a fiscal year that commences on July 1 and ends on June 30, while the Council's financial statements reflect a December 31 year end. As a result, the Council's financial statements reflect a negative beginning fund cash balance due to the timing of reimbursement of the state and federal grants in the Wellness and Early Start Temporary Assistance for Needy Families Funds. All negative fund balances are covered by the fiscal agent until revenues are received.

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SCHEDULE OF RECEIPTS AND EXPENDITURES OF FEDERAL AWARDS FOR THE YEAR ENDED DECEMBER 31, 2003

Federal Grantor/ Pass Through Grantor/ Program Title	Pass Through Entity Number	Federal CFDA Number	Federal Receipts	Federal Expenditures
U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES Passed Through the Ohio Department of Mental Health				
Temporary Assistance for Needy Families (Early Start Expansion) Temporary Assistance for Needy Families (Wellness) Temporary Assistance for Needy Families (Early Start Expansion) Temporary Assistance for Needy Families (Wellness)	FY03 FY03 FY04 FY04	93.558	1,104,937 362,025 500,000 49,723	1,045,610 393,689 632,620 77,735
Total U.S. Department of Health and Human Services			2,016,685	2,149,654
U.S. DEPARTMENT OF EDUCATION Passed Through the Ohio Department of Education:				
Special Education Grants for Infants and Families with Disabilities Special Education Grants for Infants and Families with Disabilities	FY03 FY04	84.181	240,314 354,378	275,206 154,558
Total U.S. Department of Education			594,692	429,764
Totals			\$2,611,377	\$2,579,418

The accompanying notes to this schedule are an integral part of this schedule.

NOTES TO SCHEDULE OF RECEIPTS AND EXPENDITURES OF FEDERAL AWARDS FOR THE YEAR ENDED DECEMBER 31, 2003

NOTE A--SIGNIFICANT ACCOUNTING POLICIES

The Schedule of Receipts and Expenditures of Federal Awards (the Schedule) is a summary of the activity of the Family and Children First Council's federal award programs. The Schedule has been prepared on the cash basis of accounting.



INDEPENDENT ACCOUNTANTS' REPORT ON COMPLIANCE AND ON INTERNAL CONTROL REQUIRED BY GOVERNMENT AUDITING STANDARDS

Summit County Family and Children First Council Summit County 1100 Graham Road Circle Stow, Ohio 44224

To the Executive Council:

We have audited the accompanying financial statements of Summit County Family and Children First Council, Summit County, Ohio, (the Council) as of and for the year ended December 31, 2003, and have issued our report thereon dated August 27, 2004, which disclosed the restatement of certain fund balances. We conducted our audit in accordance with auditing standards generally accepted by 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.

Compliance

As part of obtaining reasonable assurance about whether the Council's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on determination of the 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 that are required to be reported under *Government Auditing Standards*.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Council's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses.

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Summit County Family and Children First Council Summit County Independent Accountants' Report on Compliance and on Internal Control Required by *Government Auditing Standards* Page 2

This report is intended solely for the information and use of the audit committee, management, the Executive Council, federal awarding agencies and pass-through entities, and is not intended to be and should not be used by anyone other than these specified parties.

Betty Montgomery Auditor of State

Butty Montgomery

August 27, 2004



INDEPENDENT ACCOUNTANTS' REPORT ON COMPLIANCE WITH REQUIREMENTS APPLICABLE TO MAJOR FEDERAL PROGRAMS AND INTERNAL CONTROL OVER COMPLIANCE IN ACCORDANCE WITH OMB CIRCULAR A-133

Summit County Family and Children First Council Summit County
1100 Graham Road Circle
Stow, Ohio 44224

To the Executive Council:

Compliance

We have audited the compliance of Summit County Family and Children First Council, Summit County, Ohio, (the Council) with the types of compliance requirements described in the *U.S. Office of Management and Budget (OMB) Circular A-133, Compliance Supplement* that are applicable to each of its major federal programs for the year ended December 31, 2003. The Council's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings. Compliance with the requirements of laws, regulations, contracts and grants applicable to each of its major federal programs is the responsibility of the Council's management. Our responsibility is to express an opinion on the Council's compliance based on our audit.

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance occurred with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program. An audit includes examining, on a test basis, evidence about the Council's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination on the Council's compliance with those requirements.

In our opinion, the Council complied, in all material respects, with the requirements referred to above that are applicable to each of its major federal programs for the year ended December 31, 2003.

Internal Control Over Compliance

The management of the Council is responsible for establishing and maintaining effective internal control over compliance with requirements of laws, regulations, contracts and grants applicable to federal programs. In planning and performing our audit, we considered the Council's internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with OMB Circular A-133.

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Summit County
Independent Accountants' Report on Compliance with Requirements
Applicable to Major Federal Programs and Internal Control Over
Compliance in Accordance with OMB Circular A-133
Page 2

Our consideration of the internal control over compliance would not necessarily disclose all matters in the internal control that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that noncompliance with applicable requirements of laws, regulations, contracts and grants that would be material in relation to a major federal program being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over compliance and its operation that we consider to be material weaknesses.

This report is intended solely for the information and use of the audit committee, management, the Executive Council, federal awarding agencies and pass-through entities, and is not intended to be and should not be used by anyone other than these specified parties.

Betty Montgomery Auditor of State

Betty Montgomery

August 27, 2004

SCHEDULE OF FINDINGS DECEMBER 31, 2003

1. SUMMARY OF AUDITOR'S RESULTS				
(d)(1)(i)	Type of Financial Statement Opinion	Unqualified		
(d)(1)(ii)	Were there any material control weakness conditions reported at the financial statement level (GAGAS)?	No		
(d)(1)(ii)	Were there any other reportable control weakness conditions reported at the financial statement level (GAGAS)?	No		
(d)(1)(iii)	Was there any reported material noncompliance at the financial statement level (GAGAS)?	No		
(d)(1)(iv)	Were there any material internal control weakness conditions reported for major federal programs?	No		
(d)(1)(iv)	Were there any other reportable internal control weakness conditions reported for major federal programs?	No		
(d)(1)(v)	Type of Major Programs' Compliance Opinion	Unqualified		
(d)(1)(vi)	Are there any reportable findings under § .510?	No		
(d)(1)(vii)	Major Programs (list):	Temporary Assistance for Needy CFDA # 93.558		
		Early Intervention CFDA # 84.181		
(d)(1)(viii)	Dollar Threshold: Type A\B Programs	Type A: > \$ 300,000 Type B: all others		
(d)(1)(ix)	Low Risk Auditee?	Yes		

2. FINDINGS RELATED TO THE FINANCIAL STATEMENTS REQUIRED TO BE REPORTED IN ACCORDANCE WITH GAGAS

None

3. FINDINGS AND QUESTIONED COSTS FOR FEDERAL AWARDS

None



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SUMMIT COUNTY FAMILY AND CHILDREN FIRST COUNCIL

SUMMIT 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.

CLERK OF THE BUREAU

Susan Babbitt

CERTIFIED OCTOBER 12, 2004