



OHIO AUDITOR OF STATE  
**KEITH FABER**





# OHIO AUDITOR OF STATE KEITH FABER



Medicaid/Contract Audit  
88 East Broad Street  
Columbus, Ohio 43215  
ContactMCA@ohioauditor.gov  
(614) 466-3340

## Independent Accountants' Report on Applying Agreed-Upon Procedures

Ohio Department of Developmental Disabilities  
30 East Broad Street  
Columbus, Ohio 43215

We have performed the procedures enumerated below on the disbursements and statistics recorded in the County Board Cost Report System (Cost Report) of the North East Ohio Network (the Council) for the year ended December 31, 2021 and certain compliance requirements. The Council's management is responsible for the financial and statistical data in the Cost Report and certain compliance requirements related to these transactions included in the information provided to us by the Council.

The Ohio Department of Developmental Disabilities (Department) has agreed to and acknowledged that the procedures performed are appropriate to meet the intended purpose of evaluating the Council's financial and statistical data recorded in the Cost Report for the year ended December 31, 2021 and certain compliance requirements related to these transactions. No other party acknowledged the appropriateness of the procedures. This report may not be suitable for any other purpose. The procedures performed may not address all the items of interest to a user of the report and may not meet the needs of all users of the report and, as such, users are responsible for determining whether the procedures performed are appropriate for their purposes. The sufficiency of the procedures is solely the responsibility of the Department. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

The procedures and the associated findings are as follows:

### Trial Balance and Expenditures

The procedures in this section were performed on the following categories: Indirect Costs, Program Supervision, Transportation Services, Service and Support Administration and Adult Programs.

1. We compared the disbursements on the Expense Allocation worksheet, General Ledgers, Payroll Allocation report and Employee Earnings Record to the *COG Reconciliation* form, *COG Master, Summary of Expenditures and County Expenditures* forms and to the Department's *Guide to Preparing Income and Expenditure Reports for use by Council of Governments*. There were no variances.
2. We selected 60 disbursements from the General Ledger. We inspected the Council's supporting documentation and compared the cost classification to the *Guide to Preparing Income and Expenditure Reports for use by Council of Governments and for use by County Boards of Developmental Disabilities* (Cost Report Guides) and 2 CFR 200.420 - .475.

There were variances over \$500 and non-federal reimbursable costs as reported in the Appendix.

3. We inquired with the Council if any statistics were not reported in the Cost Report and/or not communicated to member county boards. The COG stated that no services were performed in which statistical data needs to be shared; however, we inquired with Richland County Board and received a breakdown between transportation and adult costs that were charged to the adult program on the Richland County COG Expenditure form which included omitted transportation trips and attendance statistics.

**Trial Balance and Expenditures (Continued)**

We reclassified transportation costs, added the omitted trips and reclassified costs without statistics as non-federal reimbursable as reported in the Appendix. We also separately reported omitted attendance days, individuals served and 15 minute units to be added to the *Attendance Statistics* form for Richland County Board in the County Board Cost Report system.

4. We scanned the Payroll Allocation report and Employee Earnings Record and compared classification of employees to entries on the *COG Master* and *County Expenditure forms* and to the Cost Report Guides. There were no variances.

**Medicaid Administrative Claiming (MAC)**

1. We compared the actual salaries and benefits for the Random Moment Time Study (RMTS) participants for the fourth quarter from the Employee Earnings Record to the Quarterly MAC Wages worksheet and from the Wages worksheet to the salaries and benefits submitted on the Cost by Individual Report. We confirmed that the actual salaries and benefits exceeded MAC reimbursed salaries and benefits.
2. We compared the entry in the "Comment" section of the RMTS screenshot and any uploaded supporting documentation to the responses in the "Moment Information" and "Moment Answers" sections for 12 RMTS observed moments selected by the Department. We found no variances.

We were engaged by the Department to perform this agreed-upon procedures engagement and conducted our engagement in accordance with attestation standards established by the American Institute of Certified Public Accountants (AICPA). We were not engaged to and did not conduct an examination or review engagement, the objective of which would be the expression of an opinion or conclusion, respectively, on the Council's Cost Report and its compliance with certain requirements and regulations. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

We are required to be independent of the Council and to meet our other ethical responsibilities, in accordance with the ethical requirements established by the AICPA related to our agreed-upon procedures engagement.



Keith Faber  
Auditor of State  
Columbus, Ohio

August 21, 2023

**Appendix  
North East Ohio Network  
(NEON) 2021 COG Cost Report Adjustments**

	<b>Reported Amount</b>	<b>Correction</b>	<b>Corrected Amount</b>	<b>Explanation of Correction</b>
<b>North East Ohio Network</b>				
<b>Indirect Cost COG</b>				
Other Expenses	\$ 93,426	\$ (3,802)		To reclassify employee travel expenses to cost centers that benefitted
		\$ (323)	\$ 89,301	To reclassify food for a board meeting
<b>Medicaid Administrative Claiming COG Non-Federal Reimbursable</b>				
Other Expenses	\$ 17,443	\$ 323	\$ 17,766	To reclassify food for a board meeting
<b>Statistics COG Richland - 2021-NEON Transportation Statistics One Way Trips</b>				
Facility Based Services	-	1,078	1,078	To report unreported transportation trips
<b>Costs of Bus, Tokens, Cabs</b>				
Facility Based Services	\$ -	\$ 5,931	\$ 5,931	To reclassify costs of bus, tokens, cabs
<b>Ashtabula County Direct Services COG Expenses</b>				
Community Residential	\$ 238,113	\$ 507	\$ 238,620	To reclassify employee travel expenses to cost centers that benefitted
<b>Geauga County Other Program Direct Services COG Expenses</b>				
Community Residential	\$ 9,595	\$ 478	\$ 10,073	To reclassify employee travel expenses to cost centers that benefitted
<b>Lake County Other Program Direct Services COG Expenses</b>				
Community Residential	\$ 41,831	\$ 590	\$ 42,421	To reclassify employee travel expenses to cost centers that benefitted
<b>Lorain County Other Program Direct Services COG Expenses</b>				
Community Residential	\$ 7,100	\$ 354	\$ 7,454	To reclassify employee travel expenses to cost centers that benefitted

**Appendix  
North East Ohio Network  
(NEON) 2021 COG Cost Report Adjustments**

	<b>Reported Amount</b>	<b>Correction</b>	<b>Corrected Amount</b>	<b>Explanation of Correction</b>
<b>Mahoning County</b>				
<b>Other Program</b>				
<b>Direct Services COG Expenses</b>				
Community Residential	\$ 122,453	\$ 12	\$ 122,465	To reclassify employee travel expenses to cost centers that benefitted
<b>Medina County</b>				
<b>Other Program</b>				
<b>Direct Services COG Expenses</b>				
Community Residential	\$ 110,533	\$ 231	\$ 110,764	To reclassify employee travel expenses to cost centers that benefitted
<b>Portage County</b>				
<b>Other Program</b>				
<b>Direct Services COG Expenses</b>				
Community Residential	\$ 88,904	\$ 37	\$ 88,941	To reclassify employee travel expenses to cost centers that benefitted
<b>Richland County</b>				
<b>Adult Program</b>				
<b>Transportation COG Expenses</b>				
Facility Based Services	\$ -	\$ 27,001	\$ 27,001	To reclassify transportation cost
<b>Adult Program COG Expenses</b>				
Facility Based Services	\$ 104,792	\$ (27,001)		To reclassify transportation cost and cost of bus, tokens, cabs
		\$ (1,336)		To reclassify Special Olympics costs
		\$ (235)		To reclassify enclave costs
		\$ (1,622)		To reclassify community employment costs
		\$ (10,530)	\$ 64,068	To reclassify adult costs without supporting statistics to non-federal reimbursable costs
Enclave Services	\$ -	\$ 235	\$ 235	To reclassify enclave costs
Community Employment	\$ -	\$ 1,622	\$ 1,622	To reclassify community employment costs

**Appendix  
North East Ohio Network  
(NEON) 2021 COG Cost Report Adjustments**

	<b>Reported Amount</b>	<b>Correction</b>	<b>Corrected Amount</b>	<b>Explanation of Correction</b>
<b>Richland County (Continued)</b>				
<b>Adult Program COG Expenses</b>				
Non-Federal Reimbursable	\$ -	\$ 10,530	\$ 10,530	To reclassify adult costs without supporting statistics to non-federal reimbursable costs
<b>Direct Services COG Expenses</b>				
Community Residential	\$ 576,491	\$ 607		To reclassify employee travel expenses to cost centers that benefitted
		\$ 1,336	\$ 578,434	to reclassify Special Olympics costs
<b>Trumbull County</b>				
<b>Other Program</b>				
<b>Direct Services COG Expenses</b>				
Community Residential	\$ 19,796	\$ 986	\$ 20,782	To reclassify employee travel expenses to cost centers that benefitted
<b>Richland County</b>				
<b>Attendance Statistics</b>				
<b>Adult Program</b>				
<b>Total Individuals Served by Program</b>				
Supported Emp. - Community Employment (Non-Title XX)	-	3		To add unreported Individuals Served
		1	4	To add unreported Individuals Served
15 Minutes (Non-Title XX Only)				
Supported Emp. - Community Employment	-	148	148	To add unreported 15 minute units
<b>Total Unduplicated Individuals Served Acuity</b>				
A, Facility Based Services (Non-Title XX Only)	4	8	12	To add unreported Individuals Served
B, Facility Based Services (Non-Title XX Only)	8	12	20	To add unreported Individuals Served
B, Enclave Services (Non-Title XX Only)	-	1	1	To add Individuals Served
<b>Total Days of Attendance by Acuity</b>				
A, Facility Based Services (Non-Title XX Only)	321	181	502	To add unreported days of attendance
B, Facility Based Services (Non-Title XX Only)	2,414	597	3,011	To add unreported days of attendance
B, Enclave Services (Non-Title XX Only)	-	25	25	To add unreported days of attendance

**Note:** The adult statistics above are to be reported on the *Attendance Statistics* form for Richland County Board of Developmental Disabilities' Cost Report as there is no reporting line for attendance statistics for member county boards on the *COG Master-Statistics* form, see also Trial Balance and Non-Payroll Expenditures section.

# OHIO AUDITOR OF STATE KEITH FABER



**NORTH EAST OHIO NETWORK**

**MAHONING COUNTY**

**AUDITOR OF STATE OF OHIO CERTIFICATION**

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



**Certified for Release 9/12/2023**

88 East Broad Street, Columbus, Ohio 43215  
Phone: 614-466-4514 or 800-282-0370

This report is a matter of public record and is available online at  
[www.ohioauditor.gov](http://www.ohioauditor.gov)