

AMENDED FINANCIAL REPORT

Luzerne County Children and Youth Agency For the Period July 1, 2009 to June 30, 2010

December 2014



Commonwealth of Pennsylvania
Department of the Auditor General
Eugene A. DePasquale • Auditor General



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EUGENE A. DePASQUALE
AUDITOR GENERAL

Luzerne County Council
Luzerne County Courthouse
200 North River Street
Wilkes-Barre, Pennsylvania 18711

Dear Luzerne County Council Members:

We have examined the submitted fiscal forms CY-370, CY-370A, and CY-348, and the related financial records of the Luzerne County Children and Youth Agency for the purpose of ascertaining and certifying the actual Commonwealth expenditures incurred on behalf of children resident within the County for the period July 1, 2009 to June 30, 2010, pursuant to authority derived from Act 148 of July 9, 1976, (P.L. 846, No. 148), as amended, 62 P.S. § 704.1(a)(4). The scope of our engagement was limited to the aforementioned fiscal forms included in the Act 148 Invoice Package for the fiscal year ended June 30, 2010, as certified by the County Officials, and submitted to the Department of Public Welfare (DPW).

Preparation of these submitted fiscal forms and compliance with children, youth, and families regulations are the responsibility of the Luzerne County Children and Youth Agency management. Our engagement included testing of the County Children and Youth Agency's records and other procedures we considered necessary to enable us to ascertain and certify the financial information included on the attached amended fiscal forms and to determine the County's compliance with certain provisions of 55 Pa. Code, Part V. Children, Youth, and Families Manual, Subpart C, Chapters 3140 and 3170 (55 Pa. Code § 3140.1 *et seq.* and § 3170.1 *et seq.*). We believe that our engagement provides a reasonable basis for the certification of the amended financial reports.

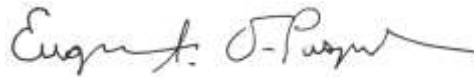
The results of the procedures performed during this engagement include six adjustments to the Luzerne County Children and Youth Agency's submitted fiscal forms, as presented on pages 7 and 8. We determined that, based upon the state participation rates, the \$69,681 increase in Expenditures, the \$19,777 increase in Non-Reimbursable Expenditures, and the \$128,300 decrease in Revenue resulted in a net amount of \$145,358 due to the County.

The results of our engagement procedures, as presented in this report, were discussed with representatives of the Luzerne County Children and Youth Agency at an exit conference held on Monday, September 29, 2014.

This report is being forwarded to the Department of Public Welfare, Bureau of Financial Operations, and the Office of Children, Youth, and Families. You will be notified by the Department of Public Welfare of any impact from the results of our engagement. At that time, you will be afforded the opportunity to appeal the results, in accordance with 1 PA Code 31.1 *et seq.*

We appreciate the cooperation, assistance, and courtesy granted our representatives by your officials and the staff of the Luzerne County Children and Youth Agency.

Sincerely,

A handwritten signature in black ink, appearing to read "Eugene A. DePasquale". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Eugene A. DePasquale
Auditor General

December 3, 2014

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BACKGROUND

The Department of the Auditor General is responsible for reviewing the submitted cost and revenue reports of the 67 County Children and Youth Agencies to determine proper reporting and utilization of funds according to program regulations and guidelines under the Public Welfare Code (62 P.S. § 704.1(a)(4)). The annual state Act 148 allocations are used by the Counties to administer social services for the children and youth that reside within the Commonwealth of Pennsylvania, whose stated goal is “to ensure, for each child in this Commonwealth, a permanent, legally assured family which protects the child from abuse and neglect.” The Children and Youth Social Services Program is County-Administered and State-Supervised by the Department of Public Welfare (DPW) and thus, they are jointly responsible for achieving the Commonwealth’s goal.

In accordance with the Public Welfare Code (62 P. S. § 703), the DPW is responsible for making and enforcing all rules and regulations necessary and appropriate to the proper accomplishment of the child welfare duties and functions vested by law in the county institution districts or their successors. Title 55 Pa. Code, Part V. Children, Youth, and Families Manual, Subpart C, outlines the rules and regulations relative to the County Administration of the Children and Youth Social Service Programs. Specifically, in compliance with 55 Pa. Code § 3140.31, the Counties must report their actual expenditures incurred for the provision of children and youth social services on a quarterly basis to the DPW through the Act 148 Invoice package. The expenditures reported in the Act 148 Invoice package refers to all costs for dependent and delinquent children and youth services funded or administered by the DPW.

As part of our engagement, we reviewed three fiscal forms included in the Act 148 Invoice package, the CY-370 Expenditure Report, the CY-370A Revenue Report, and the CY-348 Fiscal Summary. Specifically, we reviewed the final, 4th Quarter fiscal forms submitted to the DPW, along with the County Children and Youth Agency’s related financial records and supporting documentation, to determine if the County Children and Youth Agency’s actual, cumulative expenditures and revenues were properly reported to the DPW for the respective fiscal year (FY). The variances identified between the reported and actual costs and revenues required adjustments to these fiscal forms, and thus, the Amended CY-370 Expenditure Report, the Amended CY-370A Revenue Report, and the Amended CY-348 Fiscal Summary included in this report reflect the County Children and Youth Agency’s revised costs and revenues and the impact on the Net State Share.

**LUZERNE COUNTY CHILDREN AND YOUTH AGENCY
FOR THE PERIOD JULY 1, 2009 TO JUNE 30, 2010
AMENDED
COMPUTATION OF FINAL NET STATE SHARE**

Approved State Allocation ¹		\$	20,332,478
Supplemental Act 148			<u>0</u>
Total State Allocation			20,332,478
State Share (CY348) ²	\$		18,039,123
Less: Major Service Category Adjustment			<u>0</u>
Net State Share		\$	18,039,123
Less: Expenditures in Excess of the Approved State Allocation			<u>0</u>
Final Net State Share Payable ³		\$	18,039,123
Actual Act 148 Revenues Received ⁴			<u>17,893,765</u>
Net Amount Due County/(State) ⁵		\$	<u><u>145,358</u></u>

¹ Approved State Allocation is the amount of Act 148 State Funds that were budgeted for the County.

² State Share (CY348) is the total amount of County expenditures that are eligible for reimbursement from Act 148 Funds after audit adjustments are considered.

³ Final Net Share Payable is the net amount of reimbursable expenditures from Act 148 funds after audit adjustments are considered.

⁴ Actual Act 148 Revenues Received is the amount of Act 148 funds the county received.

⁵ Net Amount Due the County/(State) is the variance between the amount of Act 148 funds the county received and the Final Net State Share Payable to the county.

**LUZERNE COUNTY CHILDREN AND YOUTH AGENCY
FOR THE PERIOD JULY 1, 2009 TO JUNE 30, 2010
AMENDED CY348
FISCAL SUMMARY**

	A	B	C	D	E	F	G	H	I	J	K	
	GRAND TOTAL	PROGRAM INCOME	TITLE IV-E	TANF	TITLE XX	TITLE IV-B	OTHER FUNDING	MEDICAL ASSISTANCE	NET TOTAL	STATE ACT 148	LOCAL SHARE	
NET CHILD WELFARE EXPENDITURES												
01. 100% REIMBURSEMENT	814,203	0	167,853	0	0	0	0	0	646,350	646,350	0	
02. 90% REIMBURSEMENT	80,534	5,490	30,874	0	0	0	0	0	44,170	39,753	4,417	
03. 80% REIMBURSEMENT	28,867,050	717,718	7,891,828	1,059,431	270,105	103,186	0	0	18,824,782	15,059,826	3,764,956	
04. 60% REIMBURSEMENT	3,935,296	137,888	487,396	0	0	0	0	20,625	3,289,387	1,973,632	1,315,755	
05. 50% REIMBURSEMENT	648,465	9,342	0	0	0	0	0	0	639,123	319,562	319,561	
06. TOTAL NET CHILD WELFARE EXPEND.	34,345,548	870,438	8,577,951	1,059,431	270,105	103,186	0	20,625	23,443,812	18,039,123	5,404,689	
YDC/YFC PLACEMENT COSTS												
07. 60% DPW PARTICIPATION	700,640	9,567							691,073	414,643	276,430	
08. NON-REIMBURSABLE EXPENDITURES	184,021	0	0						184,021		184,021	
09. TOTAL EXPENDITURES	35,230,209	880,005	8,577,951	1,059,431	270,105	103,186	0	20,625	24,318,906	18,453,766	5,865,140	
10. IL Grant Funds Reported	0											
11. TOTAL HSDF used for Child Welfare	50,009											
12. TOTAL TITLE IV-D COLLECTIONS	254,230											
13. TITLE IV-D Collections for IV-E Children	99,048											
14. STATE ACT 148 - line 6	18,039,123											
15. STATE ACT 148 ALLOCATION	20,332,478											
16. ADJUSTED STATE SHARE (lower of 14 or 15)	18,039,123											
INVOICE												
AMENDED STATE SHARE (ACT 148)	18,039,123											
ACT 148 AMOUNT RECEIVED	17,893,765											
ADJUSTMENT TO STATE SHARE	145,358											
Subsidized Permanent Legal Custodianship	Total Subsidies	Number of Days	Number of Children									
SPLC	1,433,942	68,841	224									

LUZERNE COUNTY CHILDREN AND YOUTH AGENCY
FOR THE PERIOD JULY 1, 2009 TO JUNE 30, 2010
AMENDED CY370A
REVENUE REPORT

MAJOR SERVICE CATEGORIES & COST CENTERS	REVENUE SOURCES											
	1	2	3	4	5	6	7	8	9	10	11	12
	TOTAL REIMBURSABLE EXPENDITURES	PROGRAM INCOME	TITLE IV-E MAINTENANCE	TITLE IV-E ADMIN.	TANF	TITLE XX	TITLE IV-B	OTHER FUNDING	MEDICAL ASSISTANCE	NET REIMBURSABLE EXPENDITURES	STATE ACT 148	LOCAL SHARE
IN-HOME												
1-A ADOPTION SERVICE	814,203	0		167,853	0					646,350	1,906,537	476,634
1-B ADOPTION ASSISTANCE	4,561,583	0	2,178,412							2,383,171	1,906,537	476,634
1-C COUNSELING - DEPENDENT	431,975	0		26,708	306,424					98,843	79,074	19,769
1-D COUNSELING - DELINQUENT	83,416	1,066			77,545					4,805	3,844	961
1-E DAY CARE	111,002	0			99,055					11,947	9,558	2,389
1-F DAY TREATMENT - DEPENDENT	8,134	0								8,134	6,507	1,627
1-G DAY TREATMENT - DELINQUENT	19,445	4,961								14,484	11,587	2,897
1-H HOMEMAKER SERVICE	125,553	0		26,708						98,845	79,076	19,769
1-I INTAKE & REFERRAL	182,353	0		26,708						155,645	124,516	31,129
1-J LIFE SKILLS - DEPENDENT	136,822	0			130,978					5,844	4,675	1,169
1-K LIFE SKILLS - DELINQUENT	387,257	0								387,257	309,806	77,451
1-L PROTECTIVE SERVICE - CHILD ABUSE	1,129,558	0		212,629						916,929	733,543	183,386
1-M PROTECTIVE SERVICE - GENERAL	5,922,369	50,072		1,111,906	445,429	270,105				4,044,857	3,235,886	808,971
1-N SERVICE PLANNING	3,766,608	0		797,361						2,969,247	2,375,398	593,849
1-O JUVENILE ACT PROCEEDINGS - DEPENDENT	18,122	0								18,122	9,061	9,061
1-P JUVENILE ACT PROCEEDINGS - DELINQUENT	0	0								0	0	0
1-Q SUBTOTAL IN-HOME	17,698,400	56,099	2,178,412	2,369,873	1,059,431	270,105	0	0	0	11,764,480	9,535,418	2,229,062
COMMUNITY BASED PLACEMENT												
2-A ALTERNATIVE TREATMENT - DEPENDENT	480,290	1,366	78,428							400,496	320,397	80,099
2-B ALTERNATIVE TREATMENT - DELINQUENT	71,761	48,753	0							23,008	18,406	4,602
2-C COMMUNITY RESIDENTIAL - DEPENDENT	1,476,046	55,147	349,716							1,071,183	856,946	214,237
2-D COMMUNITY RESIDENTIAL - DELINQUENT	386,009	0								386,009	308,807	77,202
2-E EMERGENCY SHELTER - DEPENDENT	80,534	5,490	30,874							44,170	39,753	4,417
2-F EMERGENCY SHELTER - DELINQUENT	0	0	0							0	0	0
2-G FOSTER FAMILY - DEPENDENT	9,530,443	556,353	1,915,548	1,167,704						5,787,652	4,630,122	1,157,530
2-H FOSTER FAMILY - DELINQUENT	56,426	0	0			103,186				56,426	45,141	11,285
2-I SUP. INDEPENDENT LIVING - DEPENDENT	0	0	0							0	0	0
2-J SUP. INDEPENDENT LIVING - DELINQUENT	0	0	0							0	0	0
2-K SUBTOTAL CBP	12,081,509	667,109	2,374,566	1,167,704	0	103,186	0	0	0	7,768,944	6,219,572	1,549,372
INSTITUTIONAL PLACEMENT												
3-A JUVENILE DETENTION SERVICE	630,343	9,342								621,001	310,501	310,500
3-B RESIDENTIAL SERVICE - DEPENDENT	591,379	19,204	128,752							443,423	266,054	177,369
3-C RES. SERVICE - DELINQUENT (NON YDC/YFC)	1,092,022	87,654	0							1,004,368	602,621	401,747
3-D SECURE RES. SERVICE (EXCEPT YDC)	574,977	18,655								556,322	333,793	222,529
3-E YDC/YFC (NON-SECURE)-Institutional	297,000	4,651								292,349	175,409	116,940
3-F YDC SECURE	403,640	4,916								398,724	239,234	159,490
3-G SUBTOTAL INSTITUTIONAL	3,589,361	144,422	128,752	0	0	0	0	0	0	3,316,187	1,927,612	1,388,575
ADMINISTRATION												
4 ADMINISTRATION	1,676,918	12,375		358,644		0	0		20,625	1,285,274	771,164	514,110
TOTAL REVENUES	35,046,188	880,005	4,681,730	3,896,221	1,059,431	270,105	103,186	0	20,625	24,134,885	18,453,766	5,681,119

LUZERNE COUNTY CHILDREN AND YOUTH AGENCY
FOR THE PERIOD JULY 1, 2009 TO JUNE 30, 2010
AMENDED CY370
EXPENDITURE REPORT

MAJOR SERVICE CATEGORIES & COST CENTERS	OBJECTS OF EXPENDITURE											
	1	2	3	4	5	6	7	8	9	10	11	12
	WAGES AND SALARIES	EMPLOYEE BENEFITS	SUBSIDIES	OPERATING	PURCHASED SERVICES	FIXED ASSETS	TOTAL EXPENDITURES	Children Served (by county)	Children Served (Purchased)	Non-Reimbursable Non P.S.Sub.	Non-Reim. Purchased Serv/ Subsidies	Program Income related to all Non-Reimbursable
IN-HOME												
1-A ADOPTION SERVICE	448,821	212,652	4,561,583	151,310	0	1,420	814,203	91	0	0	0	0
1-B ADOPTION ASSISTANCE							4,561,583	0	628	0	0	0
1-C COUNSELING - DEPENDENT	74,803	35,442	15,071	306,422	237	0	431,975	15,466	319	0	0	0
1-D COUNSELING - DELINQUENT	0	0	0	83,416	0	0	83,416	0	89	0	0	0
1-E DAY CARE	0	0	0	5,688	105,314	0	111,002	0	106	0	0	0
1-F DAY TREATMENT - DEPENDENT	0	0	0	8,134	0	0	8,134	0	2	0	0	0
1-G DAY TREATMENT - DELINQUENT	0	0	0	19,445	0	0	19,445	0	56	0	0	0
1-H HOMEMAKER SERVICE	74,803	35,442	15,071	56,800	237	0	125,553	440	0	0	0	0
1-I INTAKE & REFERRAL	74,803	35,442	15,071	136,822	0	0	182,353	8,032	18,731	0	0	0
1-J LIFE SKILLS - DEPENDENT	0	0	0	387,257	0	0	136,822	0	104	0	0	0
1-K LIFE SKILLS - DELINQUENT	0	0	0	1,894	0	0	387,257	0	178	0	0	0
1-L PROTECTIVE SERVICE - CHILD ABUSE	598,428	283,535	120,570	1,894	1,894	0	1,129,558	1,861	0	0	0	0
1-M PROTECTIVE SERVICE - GENERAL	3,144,023	1,476,234	688,595	603,826	9,705	0	5,922,383	6,184	201	14	0	0
1-N SERVICE PLANNING	2,244,106	1,063,259	452,142	0	7,101	0	3,766,608	0	0	0	0	0
1-O JUVENILE ACT PROCEEDINGS - DEPENDENT							18,122	0	175	0	0	0
1-P JUVENILE ACT PROCEEDINGS - DELINQUENT							0	0	0	0	0	0
1-Q SUBTOTAL IN-HOME	6,659,787	3,142,006	4,561,583	1,463,518	1,850,689	20,831	17,698,414			14	0	0
								Number of Children receiving only NON-PURCHASED IN-Home Services				4,240
COMMUNITY BASED PLACEMENT												
2-A ALTERNATIVE TREATMENT - DEPENDENT	0	0	0	1,076	479,214	0	480,290	2,945	21	0	0	0
2-B ALTERNATIVE TREATMENT - DELINQUENT	0	0	0	443	71,318	0	71,761	454	25	0	0	0
2-C COMMUNITY RESIDENTIAL - DEPENDENT	0	0	0	2,485	1,473,561	0	1,476,046	9,785	75	0	0	0
2-D COMMUNITY RESIDENTIAL - DELINQUENT	0	0	0	141	385,868	0	386,009	1,676	18	0	0	0
2-E EMERGENCY SHELTER - DEPENDENT	0	0	0	132	80,402	0	80,534	526	43	0	0	0
2-F EMERGENCY SHELTER - DELINQUENT	0	0	0	0	0	0	0	0	0	0	0	0
2-G FOSTER FAMILY - DEPENDENT	224,411	106,326	1,433,942	295,770	7,503,188	710	9,564,347	184,625	1,322	725	33,179	0
2-H FOSTER FAMILY - DELINQUENT	0	0	0	0	56,426	0	56,426	418	3	0	0	0
2-I SUP. INDEPENDENT LIVING - DEPENDENT	0	0	0	0	0	0	0	0	0	0	0	0
2-J SUP. INDEPENDENT LIVING - DELINQUENT	0	0	0	0	0	0	0	0	0	0	0	0
2-K SUBTOTAL CBP	224,411	106,326	1,433,942	300,047	10,049,977	710	12,115,413	200,429	1,507	725	33,179	0
INSTITUTIONAL PLACEMENT												
3-A JUVENILE DETENTION SERVICE	0	0	0	0	741,709	0	741,709	2,611	121	0	111,366	0
3-B RESIDENTIAL SERVICE - DEPENDENT	0	0	0	9,001	582,378	0	591,379	3,311	40	0	0	0
3-C RES. SERVICE - DELINQUENT (EXCEPT YDC/YFC)	0	0	0	5,039	1,087,811	0	1,092,850	7,506	88	0	828	0
3-D SECURE RES. SERVICE (EXCEPT YDC)	0	0	0	0	593,109	0	593,109	2,178	11	0	18,132	0
3-E YDC/YFC (NON-SECURE)-Institutional	0	0	0	0	297,000	0	297,000	1,100	10	0	0	0
3-F YDC SECURE	0	0	0	0	403,640	0	403,640	919	7	0	0	0
3-G SUBTOTAL INSTITUTIONAL	0	0	0	14,040	3,705,647	0	3,719,687	17,625	277	0	130,326	0
4 ADMINISTRATION	673,232	318,973	0	667,293	0	37,197	1,696,695			19,777	0	0
5 TOTAL EXPENDITURES	7,557,430	3,567,305	5,995,525	2,444,898	15,606,313	58,738	35,230,209			20,516	163,505	0
			County Indirect Costs = \$	428,213								

**LUZERNE COUNTY CHILDREN AND YOUTH AGENCY
FOR THE PERIOD JULY 1, 2009 TO JUNE 30, 2010
AMENDED
SUMMARY OF EXPENSE AND EXPENSE ADJUSTMENTS**

COST CENTER ITEMS	AS REPORTED PER CY370	INCREASE (DECREASE)	AS AMENDED PER CY370
Adoption Service	\$ 810,049	\$ 4,154	\$ 814,203
Adoption Assistance	4,561,583	0	4,561,583
Counseling	514,699	692	515,391
Day Care	111,002	0	111,002
Day Treatment	27,579	0	27,579
Homemaker Service	124,861	692	125,553
Intake and Referral	181,661	692	182,353
Life Skills	524,079	0	524,079
Protective Service - Child Abuse	1,124,020	5,538	1,129,558
Protective Service - General	5,893,547	28,836	5,922,383
Service Planning	3,745,839	20,769	3,766,608
Juvenile Act Proceedings	18,122	0	18,122
Alternative Treatment	552,051	0	552,051
Community Residential	1,862,055	0	1,862,055
Emergency Shelter	80,534	0	80,534
Foster Family	9,618,696	2,077	9,620,773
Supervised Independent Living	0	0	0
Juvenile Detention Service	741,709	0	741,709
Residential Service	1,684,229	0	1,684,229
Secure Residential Service (Except YDC)	593,109	0	593,109
YDC/YFC (Non-Secure) - Institutional	297,000	0	297,000
YDC Secure	403,640	0	403,640
Administration	1,690,464	6,231	1,696,695
Combined Total Expense	<u>35,160,528</u>	<u>69,681</u>	<u>35,230,209</u>
Less Non-reimbursables	<u>164,244</u>	<u>19,777</u>	<u>184,021</u>
Total Net Expense	<u>\$ 34,996,284</u>	<u>\$ 49,904</u>	<u>\$ 35,046,188</u>

OBJECTS OF EXPENDITURE	AS REPORTED PER CY370	INCREASE (DECREASE)	AS AMENDED PER CY370
Wages and Salaries	\$ 7,557,430	\$ 0	\$ 7,557,430
Employee Benefits	3,497,624	69,681	3,567,305
Subsidies	5,995,525	0	5,995,525
Operating	2,444,898	0	2,444,898
Purchased Services	15,606,313	0	15,606,313
Fixed Assets	58,738	0	58,738
Combined Total Expense	<u>35,160,528</u>	<u>69,681</u>	<u>35,230,209</u>
Less Non-reimbursables	<u>164,244</u>	<u>19,777</u>	<u>184,021</u>
Total Net Expense	<u>\$ 34,996,284</u>	<u>\$ 49,904</u>	<u>\$ 35,046,188</u>

**LUZERNE COUNTY CHILDREN AND YOUTH AGENCY
FOR THE PERIOD JULY 1, 2009 TO JUNE 30, 2010
ADJUSTMENT SCHEDULE**

REPORT REFERENCE			ADJ. NO.	EXPLANATION OF ADJUSTMENTS	AS REPORTED OR ADJUSTED	INCREASE/ (DECREASE)	AMENDED TOTAL		
SCHEDULE	LINE	COLUMN							
CY-370 Adjustments									
CY-370	1-A	2	1	Adoption Service - Employee Benefits	\$ 208,498	\$ 4,154	\$ 212,652		
	1-C	2		Counseling (Dep.) - Employee Benefits	\$ 34,750	\$ 692	\$ 35,442		
	1-H	2		Homemaker Service - Employee Benefits	\$ 34,750	\$ 692	\$ 35,442		
	1-I	2		Intake & Referral - Employee Benefits	\$ 34,750	\$ 692	\$ 35,442		
	1-L	2		Protective Service Child Abuse - Employee Benefits	\$ 277,997	\$ 5,538	\$ 283,535		
	1-M	2		Protective Service General - Employee Benefits	\$ 1,447,398	\$ 28,836	\$ 1,476,234		
	1-N	2		Service Planning - Employee Benefits	\$ 1,042,490	\$ 20,769	\$ 1,063,259		
	2-G	2		Foster Family (Dep.) - Employee Benefits	\$ 104,249	\$ 2,077	\$ 106,326		
		4		2	Administration - Employee Benefits	\$ 312,742	\$ 6,231	\$ 318,973	
					Total Adjustment Amount		\$ 69,681		
				To increase Retirement Employee Benefits \$69,681 to properly report the agency's allocation of 2009-2010 fiscal year county pension contributions. The agency used the prior fiscal year salaries, in their calculation, instead of the current fiscal year salaries.					
				Title 55 PA Code, Chapter 3170.47(f)					
CY-370	4	10	2	Admin - Non. Reimbursable Non PS/Sub.	\$ -	\$ 19,777	\$ 19,777		
				To increase Non-Reimbursable Expenditures by \$19,777 because six employee salaries exceeded the total maximum compensation allowed for equivalent Commonwealth positions. This adjustment agrees with a Department of Public Welfare review of the agency's submitted 2008-2009 PW-1171 Roster of Personnel report.					
				Title 55 PA Code, Chapter 3170.42(b)					
CY-370A Adjustments									
CY-370A	1-B	3	3	Adoption Assistance - Title IV-E Main.	\$ 2,229,787	\$ (51,375)	\$ 2,178,412		
	2-A	3		Alternative Treatment (Dep.) - Title IV-E Main.	\$ 80,407	\$ (1,979)	\$ 78,428		
	2-C	3		Community Residential (Dep.) - Title IV-E Main.	\$ 358,549	\$ (8,833)	\$ 349,716		
	2-G	3		Foster Family (Dep.) - Title IV-E Main.	\$ 1,960,729	\$ (45,181)	\$ 1,915,548		
	3-B	3		Residential Service (Dep.) - Title IV-E Main.	\$ 131,788	\$ (3,036)	\$ 128,752		
	1-A	4		Adoption Service - Title IV-E Admin.	\$ 168,672	\$ (819)	\$ 167,853		
	1-L	4		Protective Service Child Abuse - Title IV-E Admin.	\$ 213,667	\$ (1,038)	\$ 212,629		
	1-M	4		Protective Service General - Title IV-E Admin.	\$ 1,117,337	\$ (5,431)	\$ 1,111,906		
	1-N	4		Service Planning - Title IV-E Admin.	\$ 801,252	\$ (3,891)	\$ 797,361		
	2-G	4		Foster Family (Dep.) - Title IV-E Admin.	\$ 1,173,784	\$ (6,080)	\$ 1,167,704		
		4		4	Administration - Title IV-E Admin.	\$ 360,393	\$ (1,749)	\$ 358,644	
					Total Adjustment Amount		\$ (129,412)		
					To decrease Title IV-E revenue by \$129,412 to include 22 supplemental invoices not reported on the CY-370A fiscal report submitted to the Department of Public Welfare.				
					Title 55 PA Code, Chapter 3170.95(a)(b)				

**LUZERNE COUNTY CHILDREN AND YOUTH AGENCY
FOR THE PERIOD JULY 1, 2009 TO JUNE 30, 2010
ADJUSTMENT SCHEDULE**

REPORT REFERENCE			ADJ. NO.	EXPLANATION OF ADJUSTMENTS	AS REPORTED OR ADJUSTED	INCREASE DECREASE	AMENDED TOTAL
SCHEDULE	LINE	COLUMN					
CY-370A Adjustments (Continued)							
CY-370A	1-G	2	4	Day Treatment (DeL) - Program Income	\$ 4,955	\$ 6	\$ 4,961
	1-M	2		Protective Service General - Program Income	\$ 50,009	\$ 63	\$ 50,072
	2-A	2		Alternative Treatment (Dep.) - Program Income	\$ 1,364	\$ 2	\$ 1,366
	2-B	2		Alternative Treatment (DeL) - Program Income	\$ 48,691	\$ 62	\$ 48,753
	2-C	2		Community Residential (Dep.) - Program Income	\$ 55,077	\$ 70	\$ 55,147
	2-E	2		Emergency Shelter (Dep.) - Program Income	\$ 5,483	\$ 7	\$ 5,490
	2-G	2		Foster Family (Dep.) - Program Income	\$ 555,650	\$ 703	\$ 556,353
	3-A	2		Juvenile Detention Service - Program Income	\$ 9,330	\$ 12	\$ 9,342
	3-B	2		Residential Service (Dep.) - Program Income	\$ 19,180	\$ 24	\$ 19,204
	3-C	2		Residential Service (DeL) (Non YDC/YFC) - Program Income	\$ 87,543	\$ 111	\$ 87,654
	3-D	2		Secure Residential Service (Except YDC) - Program Income	\$ 18,631	\$ 24	\$ 18,655
	3-E	2		YDC/YFC (Non-Secure) - Program Income	\$ 4,645	\$ 6	\$ 4,651
	3-F	2		YDC Secure - Program Income	\$ 4,910	\$ 6	\$ 4,916
	4	2		Admin. - Program Income	\$ 12,359	\$ 16	\$ 12,375
					Total Adjustment Amount		\$ 1,112
				To increase Program Income by \$1,112 to properly report the total amount received. The agency incorrectly reported the June 2010 program income.			
				Title 55 PA Code, Chapter 3170.95(a)(b)			
CY-348 Adjustments							
CY-348	12	A	5	Total Title IV-D Collections	\$ 361,041	\$ (106,811)	\$ 254,230
				To decrease Title IV-D Collections by \$106,811 to properly report the total amount received. This adjustment has no affect on the state share of expenditures.			
				Title 55 PA Code, Chapter 3170.95(a)(b)			
CY-348	13	A	6	Total Title IV-D Collection for IV-E Children	\$ 103,275	\$ (4,227)	\$ 99,048
				To decrease Title IV-D Collections for IV-E Children by \$4,227 to properly report the total amount received. This adjustment has no affect on the state share of expenditures.			
				Title 55 PA Code, Chapter 3170.95(a)(b)			

LUZERNE COUNTY CHILDREN AND YOUTH AGENCY
FOR THE PERIOD JULY 1, 2009 TO JUNE 30, 2010
STATUS OF PRIOR AUDIT FINDINGS AND RECOMMENDATIONS

STATUS OF PRIOR AUDIT FINDINGS FOR FISCAL YEAR JULY 1, 2006 TO JUNE 30, 2007

Finding 1 -Luzerne County Children and Youth Services (LCCYS) Did Not Maintain a Properly Signed Written Purchase of Service Agreement with a Regularly Used Provider as Required by the Department of Public Welfare (DPW) Regulations.

The contract was between the Luzerne County Juvenile Probation Office (LCJPO) and Children's Service Center which provided functional family therapy services, but the cost amount was incurred by LCJPO and not reported on the LCCYS CY-370 Expenditure Report submitted to the DPW. This finding has been resolved. During the 2007-2008 fiscal year, the LCJPO began to maintain signed written Purchase of Service agreements with all providers.

Finding 2 – LCCYS Did Not Maintain a Properly Signed Written Purchase of Service Agreement with a Regularly Used Provider as Required by the DPW Regulations.

This contract was between the LCJPO and Northeast Counseling Services which provided counseling services and the cost amount was reported on the LCCYS CY-370 Expenditure Report submitted to DPW. This finding has been resolved. During the 2007- 2008 fiscal year, the LCJPO began to maintain signed written Purchase of Service agreements with all providers.

Finding 3 – Luzerne County Did Not Maintain a Signed Written Agreement with a Contractor for All Services Provided, as Required by the Department of Public Welfare (DPW) Regulations

This finding has been resolved, as the agency implemented policy during the 2008-2009 fiscal year requiring the maintenance of signed addendums whenever there are changes to the terms of purchase of service agreements.

Finding 4 – Luzerne County Children and Youth Services Did Not Document its Annual Physical Inventory of Fixed Assets

This finding has been resolved; a documented annual physical inventory of fixed assets was maintained by the agency for the current audit period

LUZERNE COUNTY CHILDREN AND YOUTH AGENCY
REPORT DISTRIBUTION LIST

This report was originally distributed to the following:

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