

**DICKENSON COUNTY
BEHAVIORAL HEALTH SERVICES
FINANCIAL REPORT**

FOR THE YEAR ENDED JUNE 30, 2023

DICKENSON COUNTY BEHAVIORAL HEALTH SERVICES
FOR THE YEAR ENDED JUNE 30, 2023

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DICKENSON COUNTY BEHAVIORAL HEALTH SERVICES

LIST OF BOARD OF DIRECTORS AND OFFICIALS

Board of Directors

T.J. Fryatt, Chairman
Shirley Mullins, Vice-Chairman
James A. Rose
Jeremy Fleming

Bobby Hammons, Treasurer
Kathy Harrison, Secretary
Dennis Deel

Management Staff

Executive Director
Administrative Assistant
Director of Clinical Services
Director of Mental Developmental Services
Fiscal Officer

Kevin Mullins
Tonya Tiller
Brandon Bise
Donna Fuller
Beth Fleming

DCBHS ORGANIZATIONAL CHART

Dickenson County Behavioral Health Services
Board of Directors

James Counts
Compliance Officer

*** Kevin Mullins, MSW**
Executive Director

Tonya Tiller, BA
Executive Assistant

Taylor Cress
Admin Aide (PT)

* Beside the name denotes supervisory responsibility.
Beside the name denotes second level supervisor

*** Donna Fuller, QDDP**
D.S. Programs Director

Jennifer Ball, QPP
Work Activity Manager

#Vickie Harris, BA, QPP
V.H. Residential Supervisor

Kaynell Tickle, BS QDDP
Dev. Day Program Manager

Karen Creech, QPP
Aide – P.T.

Conan Lyall, QPP
Day Program Assistant

Lana Rose, QPP
Residential Assistant

Paula Stanley, QPP
Day Program Assistant

Deborah Martin, QPP
Residential Assistant

Angel Anderson, QPP
Day Program Assistant

Kaitlyn Fleming
Residential Assistant

Jeanette Colley, QPP
OBRA Services – P.T.

Melena Lester
V.H./Day - P.T.

Denny Bise
VH PRN

Danny Deckard
V.H./Day - P.T.

Melissa Mullins, BS, QDDP
DD Case Manager

Courtney Mullins
V.H./Day – P.T.

Kristen Mahan, LMHPS
DD Case Manager

Rhonda Poston, BS
Forensic Discharge Planner

Becky Hackney, BS
CM – P.T.

Emily Mullins, BS
Coalition Prevention – P.T.

Jaime Counts, MA, QMHP
Utilization Review / CM

Dr. Frank Shelp
Contract Psychiatrist

*** Brandon Bise, LPC**
Clinical Services Director

Brittney Turner, LPC,
CSAC / Therapist

Heather Blair
FNP

Colby Ball, LPC,
Therapist/Case Manager

Coetta Neece
FNP

Brian O'Quinn, M.S. LMHP
Counselor / Case Manager

Michele Mullins, R.N.
MAT Nurse

Carrie Hawkins, B.S., QMHP
Case Mgr / Housing Support

Jewel Fuller, BS
Case Manager

C. Jane Phillips, MSW.
MAT / LINK

David Hall, CSAC-A
Drug Court CM

Melissa Robinson, Med.
Counselor / Case Manager

Airica Dotson, BS
Children Service Specialist

#Christy Johnson, MSW
C.H. Mgr. / CM

Charles Hill, LMHP-E
School Counselor

Natasha Fleming, QPP
C.H. Aide. / MH Support

Kris Stanley
Medical Records Specialist

Nancy Neece, QPP
C.H. Aide. / MH Support

Kenna Edwards
Receptionist

Shonna Fannin, QPP
MH Support Services

Whitney Stevens
Receptionist

Savanah Zenito, QPP
C.H. Aide – P.T.

Aaron Robinson
ES Specialist

Crystal Hill, AAS
Reimbursement Officer

Karin Lewis
MIS

Beth Fleming, BS
Fiscal Officer

April Mullins
Prevention Coordinator

Rozina Branham
Prevention Specialist

Mitzi Sykes
Family Support Advocate

Cozetta Fogarty
LINK Peer Support

Seth Mullins
Peer Support Specialist

Gloria Witt
Peer Support Specialist

Marissa Raines
Peer Support Specialist

Erin Janovec, LPC
ES Coordinator

Jeff Kennedy, BS, QMHP
ES Specialist

FINANCIAL SECTION



ROBINSON, FARMER, COX ASSOCIATES, PLLC

Certified Public Accountants

Independent Auditors' Report

To the Honorable Members of the Board
Dickenson County Behavioral Health Services
Clintwood, Virginia

Report on the Audit of the Financial Statements

Opinion

We have audited the accompanying financial statements of the business-type activities of Dickenson County Behavioral Health Services, as of and for the year ended June 30, 2023, and the related notes to the financial statements, which collectively comprise the Dickenson County Behavioral Health Services' basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the business-type activities of Dickenson County Behavioral Health Services, as of June 30, 2023, and the changes in financial position, and cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audit 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 *Specifications for Audits of Authorities, Boards, and Commissions*, issued by the Auditor of Public Accounts of the Commonwealth of Virginia. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of Dickenson County Behavioral Health Services, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about Dickenson County Behavioral Health Services' ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion.

Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the *Specifications for Audits of Authorities, Boards, and Commissions* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the *Specifications for Audits of Authorities, Boards, and Commissions*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Dickenson County Behavioral Health Services' internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about Dickenson County Behavioral Health Services' ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and schedules related to pension funding as listed in the table of contents be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Report on Summarized Comparative Information

We have previously audited Dickenson County Behavioral Health Services' 2022 financial statements and we expressed an unmodified audit opinion on those audited financial statements in our report dated March 21, 2023. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2022, is consistent, in all material respects, with the audited financial statements from which it has been derived.

Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise Dickenson County Behavioral Health Services' basic financial statements. The schedule of expenditures of federal awards, as required by Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, is presented for purposes of additional analysis 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 basic 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 is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated February 28, 2024, on our consideration of Dickenson County Behavioral Health Services' 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 solely 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 the effectiveness of Dickenson County Behavioral Health Services' internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Dickenson County Behavioral Health Services' internal control over financial reporting and compliance.

Robinson, Farmer, Cox, Associates

Blacksburg, Virginia
February 28, 2024

DICKENSON COUNTY BEHAVIORAL HEALTH SERVICES
Management's Discussion and Analysis

As management of DICKENSON COUNTY BEHAVIORAL HEALTH SERVICES (DCBHS), we offer readers of DCBHS financial statements this narrative overview and analysis of the financial activities for the Fiscal Year Ended June 30, 2023.

Following this Management Discussion and Analysis are the basic financial statements of DCBHS together with the notes thereto which are essential to a full understanding of DCBHS' financial performance.

DCBHS FINANCIAL OPERATIONS HIGHLIGHTS

Sources of DCBHS revenues (Exhibit 2) changed in each area during FY 2023 as follows:

	<u>2023</u>	<u>2022</u>
Charges for services, net patient service revenues	\$ 2,580,370	\$ 2,410,821
% Increase (Decrease)	7.03%	
Commonwealth of Virginia	\$ 2,358,032	\$ 2,332,146
% Increase (Decrease)	1.11%	
Federal Government	\$ 922,777	\$ 826,708
% Increase (Decrease)	11.62%	
Local Governments	\$ 651,562	\$ 272,848
% Increase (Decrease)	138.80%	
Other Total	\$ 343,243	\$ 38,231
	797.81%	

The Board experienced an increase of \$975,230 or 16.58% increase in overall revenues.

The Board experienced an increase of \$627,854 or 12.59% increase in operating expenses.

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SUMMARY OF OPERATIONS AND CHANGES IN NET POSITION

	<u>2023</u>	<u>2022</u>
Revenues	\$ 6,855,984	\$ 5,880,754
Expenses	5,616,198	4,988,344
Change in Net Position	<u>\$ 1,239,786</u>	<u>\$ 892,410</u>

FINANCIAL POSITION SUMMARY

A condensed summary of DCBHS balance sheet at June 30, 2023 and June 30, 2022 is as follows:

	<u>2023</u>	<u>2022</u>
ASSETS:		
Current and Noncurrent assets	\$ 4,566,719	\$ 4,271,789
Capital assets (net of depreciation)	1,355,159	674,312
Total Assets	<u>\$ 5,921,878</u>	<u>\$ 4,946,101</u>
 DEFERRED OUTFLOWS OF RESOURCES	 <u>\$ 665,416</u>	 <u>\$ 742,685</u>
 LIABILITIES:		
Current liabilities	\$ 421,214	\$ 725,392
Long-term liabilities	1,584,107	782,394
Total Liabilities	<u>\$ 2,005,321</u>	<u>\$ 1,507,786</u>
 DEFERRED INFLOWS OF RESOURCES	 <u>\$ 407,284</u>	 <u>\$ 1,246,097</u>
 NET POSITION	 <u>\$ 4,174,689</u>	 <u>\$ 2,934,903</u>

DCBHS FEES FOR SERVICE

During FY 2023, the schedule of Client Service Fees was reviewed and revised. Agency service units for fees are currently month, day, event, hour and range of hours, depending upon the service.

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Management's Discussion and Analysis (Continued)

REVENUES

The following chart shows the major sources and the percentage of operating and non-operating revenues for the fiscal years ended June 30, 2023 and 2022.

	FY 2023	PERCENT OF TOTAL	FY 2022	PERCENT OF TOTAL
State	\$ 2,358,032	34.39%	\$ 2,332,146	39.65%
Federal	922,777	13.46%	826,708	14.06%
Local	651,562	9.50%	272,848	4.64%
Fees	2,580,370	37.64%	2,410,821	41.00%
Other	343,243	5.01%	38,231	0.65%
Total	<u>\$ 6,855,984</u>	<u>100.00%</u>	<u>\$ 5,880,754</u>	<u>100.00%</u>

EXPENSES

The following chart shows the major uses and the percentage of operating expenses for the fiscal years ended June 30, 2023 and 2022.

	FY 2023	PERCENT OF TOTAL	FY 2022	PERCENT OF TOTAL
Salaries and benefits	\$ 4,261,807	75.88%	\$ 3,989,570	79.98%
Other operating expenses	1,354,391	24.12%	998,774	20.02%
Total	<u>\$ 5,616,198</u>	<u>100.00%</u>	<u>\$ 4,988,344</u>	<u>100.00%</u>

REVENUES AND EXPENSES BY DISABILITY

DCBHS operational structure is comprised of Mental Health Services, Mental Retardation Services, Substance Abuse Services, and Financial and Administrative Support Services. Financial and service data is reported to the Virginia Department of Behavioral Health and Developmental Services utilizing the Disability model. The following charts represent our cash basis revenues and expenses broken down by disability for Fiscal Year 2023:

FY 2023 REVENUE BY DISABILITY

MENTAL HEALTH	\$3,374,366	54.35%
DEVELOPMENTAL SERVICES	1,379,635	22.22%
SUBSTANCE ABUSE	1,454,623	23.43%
	<u>\$6,208,624</u>	<u>100.00%</u>

FY 2023 EXPENSES BY DISABILITY

MENTAL HEALTH	\$2,420,445	44.16%
DEVELOPMENTAL SERVICES	1,365,080	24.91%
SUBSTANCE ABUSE	1,695,305	30.93%
	<u>\$5,480,830</u>	<u>100.00%</u>

CAPITAL ASSETS

During fiscal year 2023 the Board purchased two buildings, one vehicle, and completed building renovations. There was no other significant capital asset activity during the fiscal year. For more information please see Note 3 of the financial statements.

FINANCIAL STATEMENTS

DCBHS' 2023 audited financial statements are prepared on an accrual basis in accordance with U. S. generally accepted accounting principles promulgated by Governmental Accounting Standards Board (GASB). DCBHS provides behavioral health care services in the areas of mental health, developmental disability and substance abuse services. These services place us in the health care arena in accordance with the American Institute of Certified Accountants (AICPA) to be classified as a Governmental Health Care Organization. Therefore, the appropriate financial reporting model for the annual financial statements in accordance with generally accepted accounting principles is the AICPA Health Care Organizations Audit and Accounting Guide.

REQUEST FOR INFORMATION

This Financial Report is intended to provide a general overview of DCBHS' financial position for all those interested. Questions concerning any of the information provided in this report or request for additional information should be addressed in writing to Beth Fleming, Agency Fiscal Officer, Dickenson County Behavioral Health Services, P.O. Box 309, Clintwood, VA 24228-0309.

Financial Statements

DICKENSON COUNTY BEHAVIORAL HEALTH SERVICES

Statement of Net Position
June 30, 2023
(With Comparative Totals for 2022)

<u>Assets</u>	2023	2022
Current Assets:		
Cash and cash equivalents	\$ 2,806,834	\$ 2,556,542
Investments	1,246,904	1,412,037
Prepaid items	48,918	52,520
Accounts receivable (net)	272,413	250,690
Due from other governments	191,650	-
Total current assets	\$ 4,566,719	\$ 4,271,789
Capital Assets:		
Nondepreciable assets:	\$ 296,585	\$ 115,185
Depreciable assets (net of accumulated depreciation)	1,058,574	559,127
Total capital assets	\$ 1,355,159	\$ 674,312
Total assets	\$ 5,921,878	\$ 4,946,101
<u>Deferred Outflows of Resources</u>		
Pension related items	\$ 665,416	\$ 742,685
<u>Liabilities</u>		
Current Liabilities:		
Accounts payable	\$ 44,463	\$ 81,347
Accrued payroll	48,161	33,312
Unearned revenue	150,275	436,518
Compensated absences, current portion	178,315	174,215
Total current liabilities	\$ 421,214	\$ 725,392
Long-term Liabilities:		
Compensated absences, noncurrent portion	\$ 59,438	\$ 58,072
Net pension liability	1,524,669	724,322
Total long-term liabilities	\$ 1,584,107	\$ 782,394
Total liabilities	\$ 2,005,321	\$ 1,507,786
<u>Deferred Inflows of Resources</u>		
Pension related items	\$ 407,284	\$ 1,246,097
<u>Net Position</u>		
Investment in capital assets	\$ 1,355,159	\$ 674,312
Unrestricted	2,819,530	2,260,591
Total net position	\$ 4,174,689	\$ 2,934,903

The accompanying notes are an integral part of this financial statement.

DICKENSON COUNTY BEHAVIORAL HEALTH SERVICES

Statement of Revenues, Expenses and Changes in Net Position
For the Year Ended June 30, 2023
(With Comparative Totals for 2022)

	2023	2022
Operating Revenues:		
Net patient service revenue	\$ 2,580,370	\$ 2,410,821
Special project income	143,616	-
Miscellaneous revenue	103,656	36,989
Total operating revenues	\$ 2,827,642	\$ 2,447,810
Operating Expenses:		
Salaries and benefits	\$ 4,261,807	\$ 3,989,570
Staff development	58,856	63,492
Facility	346,920	233,394
Supplies	337,748	260,083
Travel	34,557	5,883
Purchased services	105,878	62,391
Contractual and consulting	128,086	118,021
Depreciation	54,638	47,482
Equipment	19,078	10,898
Vehicle	37,641	28,467
Insurance	51,606	43,190
Medications	18,844	29,089
Emergency preparedness	1,068	-
Special project expenses	72,723	-
Other	86,748	96,384
Total operating expenses	\$ 5,616,198	\$ 4,988,344
Operating income (loss)	\$ (2,788,556)	\$ (2,540,534)
Nonoperating Revenues (Expenses):		
Interest and investment income	\$ 13,212	\$ 2,334
Unrealized gain/(loss) on investments	(9,530)	(1,092)
Rental income	92,289	-
Appropriations:		
Local	651,562	272,848
State	2,358,032	2,332,146
Federal	922,777	826,708
Total nonoperating revenues (expenses)	\$ 4,028,342	\$ 3,432,944
Change in net position	\$ 1,239,786	\$ 892,410
Net position, beginning of year	2,934,903	2,042,493
Net position, end of year	\$ 4,174,689	\$ 2,934,903

The accompanying notes are an integral part of this financial statement.

DICKENSON COUNTY BEHAVIORAL HEALTH SERVICES

Statement of Cash Flows
For the Year Ended June 30, 2023
(With Comparative Totals for 2022)

	<u>2023</u>	<u>2022</u>
Cash flows from operating activities:		
Receipts from customers and users	\$ 2,328,026	\$ 2,860,411
Payments to suppliers for goods and services	(1,333,035)	(896,857)
Payments to employees	(4,202,689)	(4,070,756)
Net cash provided by (used for) operating activities	\$ <u>(3,207,698)</u>	\$ <u>(2,107,202)</u>
Cash flows from capital and related financing activities:		
Acquisition of capital assets	\$ (735,485)	\$ (158,710)
Rental income	92,289	-
Net cash provided by (used for) capital and related financing activities	\$ <u>(643,196)</u>	\$ <u>(158,710)</u>
Cash flows from noncapital financing activities:		
Appropriations from local, state and federal governments	\$ <u>3,932,371</u>	\$ <u>3,431,702</u>
Cash flows from investing activities:		
Interest income reinvested	\$ 177,253	\$ 241
Unrealized gain/(loss) on investments	(8,438)	-
Net cash provided by (used for) investing activities	\$ <u>168,815</u>	\$ <u>241</u>
Net increase (decrease) in cash and cash equivalents	\$ 250,292	\$ 1,166,031
Cash and cash equivalents, beginning of year	<u>2,556,542</u>	<u>1,390,511</u>
Cash and cash equivalents, end of year	\$ <u><u>2,806,834</u></u>	\$ <u><u>2,556,542</u></u>
Reconciliation of operating income (loss) to net cash provided by (used for) operating activities:		
Operating Income (loss)	\$ (2,788,556)	\$ (2,540,534)
Adjustments to reconcile operating income (loss) to net cash provided by (used for) operating activities:		
Depreciation	54,638	47,482
Changes in operating assets, liabilities, and deferred outflows/inflows of resources:		
Prepaid items	3,602	9,095
Accounts receivable	(21,723)	(23,917)
Due from other governments	(191,650)	-
Deferred outflows of resources	77,269	189,073
Accounts payable	(36,884)	45,340
Accrued payroll	14,849	13,503
Unearned revenue	(286,243)	436,518
Compensated absences	5,466	(38,003)
Net pension liability	800,347	(1,491,856)
Deferred inflows of resources	(838,813)	1,246,097
Net cash provided by (used for) operating activities	\$ <u>(3,207,698)</u>	\$ <u>(2,107,202)</u>

The accompanying notes are an integral part of this financial statement.

DICKENSON COUNTY BEHAVIORAL HEALTH SERVICES

NOTES TO FINANCIAL STATEMENTS
June 30, 2023

NOTE 1-SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES:

A. Description and Purpose of Board:

The Board operates as an agent for the County of Dickenson, Virginia in the establishment and operation of community mental health, developmental disability and substance abuse programs as provided for in Chapter 10 of Title 37.1 of the *Code of Virginia* (1950), relating to the Virginia Department of Behavioral Health and Developmental Services. In addition, the Board provides a system of community mental health and developmental disability and substance abuse services which relate to and are integrated with existing and planned programs.

B. The Reporting Entity:

The Board's financial statements are prepared in accordance with pronouncements issued by the Governmental Accounting Standards Board. As a result, the financial statements include a Management's Discussion and Analysis (MD&A) section, providing an analysis of the Board's overall financial position and results of operations.

C. Basis of Accounting and Financial Statement Presentation:

The Board is funded by federal, state and local funds. Its accounting policies are governed by applicable provisions of these grants and applicable pronouncements and publications of the grantors. The financial statements of the Board have been prepared on the accrual basis of accounting as required by accounting principles generally accepted in the United States of America for governmental health care reporting entities.

The Board distinguishes operating revenues and expenses from nonoperating items. Operating revenues and expenses result from providing services and producing and delivering goods in connection with the Board's principal operations. The principal operating revenues of the Board are client service fees charged for services provided. Operating expenses include the cost of providing services and the related administration costs. All revenues and expenses not meeting these definitions are reported as nonoperating revenues and expenses.

D. Use of Estimates:

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets, liabilities, and deferred inflows/outflows of resources, and disclosure of contingent balances at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

E. Cash and Cash Equivalents:

Cash and cash equivalents include cash on hand, amounts in demand deposits, and short-term investments with a maturity date within three months of the date acquired by the government.

Investments with a maturity of less than one year when purchased, non-negotiable certificates of deposit, other nonparticipating investments, and external investment pools are stated at cost or amortized cost. Investments with a maturity greater than one year when purchased are stated at fair value. Fair value is the price that would be received to sell an investment in an orderly transaction at year end.

DICKENSON COUNTY BEHAVIORAL HEALTH SERVICES

NOTES TO FINANCIAL STATEMENTS (CONTINUED)
June 30, 2023

NOTE 1-SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (CONTINUED)

F. Net Patient Service Revenue:

Net patient service revenue is reported at the estimated net realizable amounts from residents, third party payers, and others for services rendered. Revenue under third party payer agreements is subject to audit and retroactive adjustment. Retroactive adjustments, if any, are reported in operations in the year of settlement.

G. Financial Assistance:

The Board is required to collect the cost of services from third-party sources and those individuals who are able to pay. However, the payment of amounts charged is based on individual circumstances and unpaid balances are pursued to the extent of the client's ability to pay. The Board has established procedures for granting financial assistance in cases of hardship. The granting of financial assistance results in a substantial reduction and/or elimination of charges to individual clients. Because the Board does not pursue the collection of amounts determined to qualify for financial assistance, they are not reported as revenue.

An allowance for doubtful client accounts has been estimated at \$291,850 at June 30, 2023.

H. Capital Assets:

Capital assets acquired are recorded at cost. Depreciation is provided over the estimated useful life of each class of depreciable assets ranging from 5 to 40 years and is computed using the straight-line method. Donated fixed assets are recorded at their acquisition value at the time of the gift. Capital asset acquisitions of \$5,000 or more are capitalized.

I. Deferred Outflows/Inflows of Resources:

In addition to assets, the statement of financial position includes a separate section for deferred outflows of resources. Deferred outflows of resources represent a consumption of net assets that applies to a future period(s) and so will not be recognized as an outflow of resources (expense) until then. The Board has one item that qualifies for reporting in this category. It is comprised of certain items related to pension. For more detailed information on this item, reference the pension note.

In addition to liabilities, the statement of financial position includes a separate section for deferred inflows of resources. Deferred inflows of resources represent an acquisition of net assets that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The Board has one type of item that qualifies for reporting in this category. Certain items related to pension are reported as deferred inflows of resources. For more detailed information on this item, reference the pension note.

J. Pensions:

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Board's Retirement Plan and the additions to/deductions from the Board's Retirement Plan's fiduciary net position have been determined on the same basis as they were reported by the Virginia Retirement System (VRS). For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

DICKENSON COUNTY BEHAVIORAL HEALTH SERVICES

NOTES TO FINANCIAL STATEMENTS (CONTINUED)
June 30, 2023

NOTE 1-SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (CONTINUED)

K. Compensated Absences:

The Board's employees earn annual leave (vacation pay) in varying amounts and can accumulate annual leave based on length of service. Employees terminating their employment are paid by the Board their accumulated annual leave up to the maximum limit (480 hours). Unused sick leave is not paid at the date of separation. At June 30, 2023, the value of accrued vacation pay was \$237,753.

L. Prepaid Items:

Certain payments to vendors represent costs applicable to future accounting periods and are recorded as prepaid items in the financial statements. The cost of prepaid items is recorded as expenses when consumed rather than when purchased.

M. Net Position:

The difference between assets and deferred outflows of resources less liabilities and deferred inflows of resources is called net position. Net position is comprised of three components: net investment in capital assets, restricted, and unrestricted.

- Net investment in capital assets consists of capital assets, net of accumulated depreciation and reduced by outstanding balances of bonds, notes, and other debt that are attributable to the acquisition, construction, or improvement of those assets. Deferred outflows of resources and deferred inflows of resources that are attributable to the acquisition, construction, or improvement of those assets or related debt are included in this component of net position.
- Restricted net position consists of restricted assets reduced by liabilities and deferred inflows of resources related to those assets. Assets are reported as restricted when constraints are placed on asset use either by external parties or by law through constitutional provision or enabling legislation.
- Unrestricted net position is the net amount of the assets, deferred outflows of resources, liabilities, and deferred inflows of resources that does not meet the definition of the two preceding categories.

Sometimes the Board will fund outlays for a particular purpose from both restricted (e.g., restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted net position and unrestricted net position in the financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the Board's policy to consider restricted net position to have been depleted before unrestricted net position is applied.

N. Comparative Totals:

Comparative totals have been presented for informational purposes only. Certain prior year amounts have been reclassified to conform to the current year presentation.

DICKENSON COUNTY BEHAVIORAL HEALTH SERVICES

NOTES TO FINANCIAL STATEMENTS (CONTINUED)
June 30, 2023

NOTE 1-SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (CONTINUED)

O. Budgetary Accounting:

The Board follows the following procedures in establishing its budgets:

1. In response to Letters of Notification received from the Department of Behavioral Health and Developmental Services (the Department), the Board submits a Performance Contract to the Department. This application contains complete budgets for all Core Services.
2. The Board's Performance reports are filed with the Department during the fiscal year, 45 working days after the end of the second and third quarters. The final quarterly report is due by August 31 (following the end of the fiscal year), unless extended.
3. If any changes are made during the fiscal year in state or federal block grants, or local match funds, the Board submits Performance Contract revisions which reflect these changes in time to be received by the Department by required deadlines.

NOTE 2-DEPOSITS AND INVESTMENTS:

Deposits

Deposits with banks are covered by the Federal Deposit Insurance Corporation (FDIC) and collateralized in accordance with the Virginia Security for Public Deposits Act (the "Act") Section 2.2-4400 et. seq. of the Code of Virginia. Under the Act, banks and savings institutions holding public deposits in excess of the amount insured by the FDIC must pledge collateral to the Commonwealth of Virginia Treasury Board. Financial Institutions may choose between two collateralization methodologies and depending upon that choice, will pledge collateral that ranges in the amounts from 50% to 130% of excess deposits. Accordingly, all deposits are considered fully collateralized.

Statutes authorize local governments and other public bodies to invest in obligations of the United States or agencies thereof, obligations of the Commonwealth of Virginia or political subdivisions thereof, obligations of the International Bank for Reconstruction and Development (World Bank), the Asian Development Bank, the African Development Bank, "prime quality" commercial paper that has received at least two of the following ratings: P-1 by Moody's Investors Service, Inc.; A-1 by Standard & Poor's; or F1 by Fitch Ratings, Inc. (Section 2.2-4502), banker's acceptances, repurchase agreements, and the State Treasurer's Local Government Investment Pool (LGIP).

Custodial Credit Risk

Custodial credit risk is the risk that, in the event of the failure of the counterparty, the Board will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party.

Interest Rate Risk:

The Board has not adopted an investment policy for interest rate risk. Listed below are the Board's investments subject to investment rate risk and their corresponding maturity dates.

Investment Type	Investment Maturities (in years)		
	Fair Value	< 1 Year	1 - 5 Years
Certificates of deposit (unrated)	\$ 990,469	\$ 497,504	\$ 492,965

At June 30, 2023, the Board's investments also included \$256,435 in non-negotiable certificates of deposit.

DICKENSON COUNTY BEHAVIORAL HEALTH SERVICES

NOTES TO FINANCIAL STATEMENTS (CONTINUED)
June 30, 2023

NOTE 2-DEPOSITS AND INVESTMENTS: (CONTINUED)

Fair Value Measurements

Fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. The Board categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. The Board maximizes the use of observable inputs and minimizes the use of unobservable inputs. Observable inputs are inputs that market participants would use in pricing the asset or liability based on market data obtained from independent sources. Unobservable inputs reflect assumptions that market participants would use in pricing the asset or liability based on the best information available in the circumstances. The fair value hierarchy categorizes the inputs to valuation techniques used to measure fair value into three levels as follows:

Level 1. Quoted prices (unadjusted) for identical assets or liabilities in active markets that a government can access at a measurement date

Level 2. Directly or indirectly observable inputs for the asset or liability other than quoted prices

Level 3. Unobservable inputs that are supported by little or no market activity for the asset or liability

Inputs are used in applying the various valuation techniques and broadly refer to the assumptions that market participants use to make valuation decisions, including assumptions about risk.

The Board has the following recurring fair value measurements as of June 30, 2023:

Investment	6/30/2023	Fair Value Measurement Using		
		Quoted Prices in Active Markets for Identical Assets (Level 1)	Significant Other Observable Inputs (Level 2)	Significant Unobservable Inputs (Level 3)
Certificates of deposit	\$ 990,469	\$ 990,469	\$ -	\$ -

DICKENSON COUNTY BEHAVIORAL HEALTH SERVICES

NOTES TO FINANCIAL STATEMENTS (CONTINUED)
June 30, 2023

NOTE 3-CAPITAL ASSETS:

A summary of changes in the Board's capital assets is as follows:

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Deletions</u>	<u>Ending Balance</u>
Capital assets not being depreciated:				
Land	\$ 115,185	\$ 181,400	\$ -	\$ 296,585
Capital assets being depreciated:				
Buildings and Improvements	\$ 1,385,159	\$ 524,559	\$ -	\$ 1,909,718
Vehicles	413,834	29,526	(26,499)	416,861
Equipment	129,731	-	-	129,731
Total capital assets being depreciated	\$ 1,928,724	\$ 554,085	\$ (26,499)	\$ 2,456,310
Accumulated depreciation:				
Buildings and Improvements	\$ (913,384)	\$ (28,304)	\$ -	\$ (941,688)
Vehicles	(326,483)	(26,334)	26,499	(326,318)
Equipment	(129,730)	-	-	(129,730)
Total accumulated depreciation	\$ (1,369,597)	\$ (54,638)	\$ 26,499	\$ (1,397,736)
Total capital assets being depreciated (net)	\$ 559,127	\$ 499,447	\$ -	\$ 1,058,574
Total capital assets, net	\$ 674,312	\$ 680,847	\$ -	\$ 1,355,159

NOTE 4-LONG-TERM OBLIGATIONS:

A summary of changes in the Board's long-term obligations is as follows:

	<u>Beginning Balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending Balance</u>	<u>Amount Due Within One Year</u>
Compensated absences	\$ 232,287	\$ 179,681	\$ (174,215)	\$ 237,753	\$ 178,315
Net pension liability	724,322	1,142,873	(342,526)	1,524,669	-
Total	\$ 956,609	\$ 1,322,554	\$ (516,741)	\$ 1,762,422	\$ 178,315

DICKENSON COUNTY BEHAVIORAL HEALTH SERVICES

NOTES TO FINANCIAL STATEMENTS (CONTINUED)
June 30, 2023

NOTE 5-PENSION PLAN:

Plan Description

All full-time, salaried permanent employees of the Board are automatically covered by a VRS Retirement Plan upon employment, through the County of Dickenson. This is an agent multiple-employer plan administered by the Virginia Retirement System (the System) along with plans for other employer groups in the Commonwealth of Virginia. However, several entities participate in the VRS plan through County of Dickenson and the participating entities report their proportionate information on the basis of a cost-sharing plan. Members earn one month of service credit for each month they are employed and for which they and their employer pay contributions to VRS. Members are eligible to purchase prior service, based on specific criteria as defined in the Code of Virginia, as amended. Eligible prior service that may be purchased includes prior public service, active military service, certain periods of leave, and previously refunded service.

Benefit Structures

The System administers three different benefit structures for covered employees - Plan 1, Plan 2 and Hybrid. Each of these benefit structures has different eligibility criteria, as detailed below.

- a. Employees with a membership date before July 1, 2010, vested as of January 1, 2013, and have not taken a refund, are covered under Plan 1, a defined benefit plan. Non-hazardous duty employees are eligible for an unreduced retirement benefit beginning at age 65 with at least 5 years of service credit or age 50 with at least 30 years of service credit. Non-hazardous duty employees may retire with a reduced benefit as early as age 55 with at least 5 years of service credit or age 50 with at least 10 years of service credit.
- b. Employees with a membership date from July 1, 2010 to December 31, 2013, that have not taken a refund or employees with a membership date prior to July 1, 2010 and not vested before January 1, 2013, are covered under Plan 2, a defined benefit plan. Non-hazardous duty employees are eligible for an unreduced benefit beginning at their normal social security retirement age with at least 5 years of service credit or when the sum of their age plus service credit equals 90. Non-hazardous duty employees may retire with a reduced benefit as early as age 60 with at least 5 years of service credit.
- c. Non-hazardous duty employees with a membership date on or after January 1, 2014 are covered by the Hybrid Plan combining the features of a defined benefit plan and a defined contribution plan. Plan 1 and Plan 2 members also had the option of opting into this plan during the election window held January 1 - April 30, 2014 with an effective date of July 1, 2014. Employees covered by this plan are eligible for an unreduced benefit beginning at their normal social security retirement age with at least 5 years of service credit, or when the sum of their age plus service credit equals 90. Employees may retire with a reduced benefit as early as age 60 with at least 5 years of service credit. For the defined contribution component, members are eligible to receive distributions upon leaving employment, subject to restrictions.

DICKENSON COUNTY BEHAVIORAL HEALTH SERVICES

NOTES TO FINANCIAL STATEMENTS (CONTINUED)

June 30, 2023

NOTE 5-PENSION PLAN: (CONTINUED)

Average Final Compensation and Service Retirement Multiplier

The VRS defined benefit is a lifetime monthly benefit based on a retirement multiplier as a percentage of the employee's average final compensation multiplied by the employee's total service credit. Under Plan 1, average final compensation is the average of the employee's 36 consecutive months of highest compensation and the multiplier is 1.70% for non-hazardous duty employees, 1.85% for sheriffs and regional jail superintendents. Under Plan 2, average final compensation is the average of the employee's 60 consecutive months of highest compensation and the retirement multiplier is 1.65% for non-hazardous duty employees, 1.85% for sheriffs and regional jail superintendents. Under the Hybrid Plan, average final compensation is the average of the employee's 60 consecutive months of highest compensation and the multiplier is 1.00%. For members who opted into the Hybrid Retirement Plan from Plan 1 or Plan 2, the applicable multipliers for those plans will be used to calculate the retirement benefit for service credited in those plans.

Cost-of-Living Adjustment (COLA) in Retirement and Death and Disability Benefits

Retirees with an unreduced benefit or with a reduced benefit with at least 20 years of service credit are eligible for an annual COLA beginning July 1 after one full calendar year from the retirement date. Retirees with a reduced benefit and who have less than 20 years of service credit are eligible for an annual COLA beginning on July 1 after one calendar year following the unreduced retirement eligibility date. Under Plan 1, the COLA cannot exceed 5.00%. Under Plan 2 and the Hybrid Plan, the COLA cannot exceed 3.00%. The VRS also provides death and disability benefits. Title 51.1 of the Code of Virginia, as amended, assigns the authority to establish and amend benefit provisions to the General Assembly of Virginia.

Contributions

The contribution requirement for active employees is governed by §51.1-145 of the Code of Virginia, as amended, but may be impacted as a result of funding options provided to political subdivisions by the Virginia General Assembly. Employees are required to contribute 5.00% of their compensation toward their retirement.

The Board's contractually required employer contribution rate for the year ended June 30, 2023 was 12.78% of covered employee compensation. This rate was based on an actuarially determined rate from an actuarial valuation as of June 30, 2021.

This rate, when combined with employee contributions, was expected to finance the costs of benefits earned by employees during the year, with an \$269,406 and \$240,823 for the years ended June 30, 2023 and June 30, 2022, respectively.

Net Pension Liability

At June 30, 2023, the Board reported a liability of \$1,524,669 for its proportionate share of the net pension liability. The Board's net pension liability was measured as of June 30, 2022. The total pension liability used to calculate the net pension liability was determined by an actuarial valuation performed as of June 30, 2021 and rolled forward to the measurement date of June 30, 2022. The Board's proportionate share of the same was calculated using creditable compensation as of June 30, 2021 and 2020 as a basis for allocation. At June 30, 2022 and 2021, the Board's proportion was 25.2648% and 25.1511%, respectively.

DICKENSON COUNTY BEHAVIORAL HEALTH SERVICES

NOTES TO FINANCIAL STATEMENTS (CONTINUED)

June 30, 2023

NOTE 5-PENSION PLAN: (CONTINUED)

Actuarial Assumptions - General Employees

The total pension liability for General Employees in the Board's Retirement Plan was based on an actuarial valuation as of June 30, 2021, using the Entry Age Normal actuarial cost method and the following assumptions, applied to all periods included in the measurement and rolled forward to the measurement date of June 30, 2022.

Inflation	2.50%
Salary increases, including inflation	3.50% - 5.35%
Investment rate of return	6.75%, net of pension plan investment expenses, including inflation

Mortality rates:

All Others (Non-10 Largest) - Non-Hazardous Duty: 15% of deaths are assumed to be service related

Pre-Retirement:

Pub-2010 Amount Weighted Safety Employee Rates projected generationally; 95% of rates for males; 105% of rates for females set forward 2 years

Post-Retirement:

Pub-2010 Amount Weighted Safety Healthy Retiree Rates projected generationally; 110% of rates for males; 105% of rates for females set forward 3 years

Post-Disablement:

Pub-2010 Amount Weighted General Disabled Rates projected generationally; 95% of rates for males set back 3 years; 90% of rates for females set back 3 years

Beneficiaries and Survivors:

Pub-2010 Amount Weighted Safety Contingent Annuitant Rates projected generationally; 110% of rates for males and females set forward 2 years

Mortality Improvements:

Rates projected generationally with Modified MP-2020 Improvement Scale that is 75% of the MP-2020 rates

The actuarial assumptions used in the June 30, 2021 valuation were based on the results of an actuarial experience study for the period from July 1, 2016 through June 30, 2020, except the change in the discount rate, which was based on VRS Board action effective as of July 1, 2019. Changes to the actuarial assumptions as a result of the experience study and VRS Board action are as follows:

DICKENSON COUNTY BEHAVIORAL HEALTH SERVICES

NOTES TO FINANCIAL STATEMENTS (CONTINUED)
June 30, 2023

NOTE 5-PENSION PLAN: (CONTINUED)

Actuarial Assumptions - General Employees (Continued)

Mortality rates: (Continued)

All Others (Non 10 Largest) - Non-Hazardous Duty:

Mortality Rates (pre-retirement, post-retirement healthy, and disabled)	Update to Pub-2010 public sector mortality tables. For future mortality improvements, replace load with a modified Mortality Improvement Scale MP-2020
Retirement Rates	Adjusted rates to better fit experience for Plan 1; set separate rates based on experience for Plan 2/Hybrid; changed final retirement age
Withdrawal Rates	Adjusted rates to better fit experience at each age and service decrement through 9 years of service
Disability Rates	No change
Salary Scale	No change
Line of Duty Disability	No change
Discount Rate	No change

Long-Term Expected Rate of Return

The long-term expected rate of return on pension System investments was determined using a log-normal distribution analysis in which best-estimate ranges of expected future real rates of return (expected returns, net of pension System investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target asset allocation and best estimate of arithmetic real rates of return for each major asset class are summarized in the following table:

Asset Class (Strategy)	Long-Term Target Asset Allocation	Arithmetic Long-term Expected Rate of Return	Weighted Average Long-term Expected Rate of Return*
Public Equity	34.00%	5.71%	1.94%
Fixed Income	15.00%	2.04%	0.31%
Credit Strategies	14.00%	4.78%	0.67%
Real Assets	14.00%	4.47%	0.63%
Private Equity	14.00%	9.73%	1.36%
MAPS - Multi-Asset Public Strategies	6.00%	3.73%	0.22%
PIP - Private Investment Partnership	3.00%	6.55%	0.20%
Total	<u>100.00%</u>		<u>5.33%</u>
		Inflation	<u>2.50%</u>
		Expected arithmetic nominal return**	<u>7.83%</u>

DICKENSON COUNTY BEHAVIORAL HEALTH SERVICES

NOTES TO FINANCIAL STATEMENTS (CONTINUED)
June 30, 2023

NOTE 5-PENSION PLAN: (CONTINUED)

Long-Term Expected Rate of Return (continued)

*The above allocation provides a one-year expected return of 7.83%. However, one-year returns do not take into account the volatility present in each of the asset classes. In setting the long-term expected return for the System, stochastic projections are employed to model future returns under various economic conditions. These results provide a range of returns over various time periods that ultimately provide a median return of 6.72%, including expected inflation of 2.50%.

**On October 10, 2019 the VRS Board elected a long-term rate of return of 6.75% which was roughly at the 40th percentile of expected long-term results of the VRS fund asset allocation at that time, providing a median return of 7.11%, including expected inflation of 2.50%.

Discount Rate

The discount rate used to measure the total pension liability was 6.75%. The projection of cash flows used to determine the discount rate assumed that System member contributions will be made per the VRS Statutes and the employer contributions will be made in accordance with the VRS funding policy at rates equal to the difference between actuarially determined contribution rates adopted by the VRS Board of Trustees and the member rate. Consistent with the phased-in funding provided by the General Assembly for state and teacher employer contributions; the Board was also provided with an opportunity to use an alternative employer contribution rate. For the year ended June 30, 2023, the alternate rate was the employer contribution rate used in FY 2012 or 100% of the actuarially determined employer contribution rate from the June 30, 2021 actuarial valuations, whichever was greater. From July 1, 2022 on, participating employers are assumed to continue to contribute 100% of the actuarially determined contribution rates. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current active and inactive employees. Therefore the long-term expected rate of return was applied to all periods of projected benefit payments to determine the total pension liability.

Sensitivity of the Board's Proportionate Share of the Net Pension Liability to Changes in the Discount Rate

The following presents the Board's proportionate share of the net pension liability using the discount rate of 6.75%, as well as what the Board's proportionate share of the net pension liability would be if it were calculated using a discount rate that is one percentage point lower (5.75%) or one percentage point higher (7.75%) than the current rate:

	1% Decrease	Current Discount	1% Increase
	(5.75%)	Rate (6.75%)	(7.75%)
Board's Proportionate Share of the County Retirement Plan			
Net Pension Liability	\$ 3,008,508	\$ 1,524,669	\$ 321,940

DICKENSON COUNTY BEHAVIORAL HEALTH SERVICES

NOTES TO FINANCIAL STATEMENTS (CONTINUED)
June 30, 2023

NOTE 5-PENSION PLAN: (CONTINUED)

Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

For the year ended June 30, 2023, the Board recognized pension expense of \$308,207. Since there was a change in proportionate share between measurement dates, a portion of the pension expense was related to deferred amounts from changes in proportion and from differences between employer contributions and the proportionate share of employer contributions.

At June 30, 2023, the Board reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 220,172	\$ 130,897
Change in assumptions	117,562	-
Net difference between projected and actual earnings on pension plan investments	-	276,387
Change in proportionate share	58,276	-
Employer contributions subsequent to the measurement date	269,406	-
Total	\$ 665,416	\$ 407,284

\$269,406 reported as deferred outflows of resources related to pensions resulting from the Board's contribution subsequent to the measurement date will be recognized as a reduction of the Net Pension Liability in the fiscal year ending June 30, 2024. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense in future reporting periods as follows:

Year ended June 30	
2024	\$ 43,789
2025	(30,389)
2026	(152,297)
2027	127,623

Pension Plan Data

Information about the VRS Political Subdivision Retirement Plan is also available in the separately issued VRS 2022 Annual Comprehensive Financial Report (Annual Report). A copy of the 2022 VRS Annual Report may be downloaded from the VRS website at <http://www.varetire.org/pdf/publications/2022-annual-report.pdf>, or by writing to the System's Chief Financial Officer at P.O. Box 2500, Richmond, VA 23218-2500.

DICKENSON COUNTY BEHAVIORAL HEALTH SERVICES

NOTES TO FINANCIAL STATEMENTS (CONTINUED)
June 30, 2023

NOTE 6-RISK MANAGEMENT:

Dickenson County Behavioral Health Services is exposed to various risks of loss related to: theft of, damage to, and destruction of assets; injuries to employees; general liability; automobile liability; crime and employee dishonesty; professional liability; and public officials' liability.

During fiscal year ended June 30, 2023, the Board was covered for these potential losses by commercial insurance carriers, except in the case of professional and public officials' liability. For professional and public officials' liability, Dickenson County Behavioral Health Services is insured by VA Risk 2, a group liability self insurance plan administered by the Commonwealth of Virginia Department of General Services, Division of Risk Management. Under the VA Risk 2 plan, there is a \$1,000,000 limit of liability for each claim under the public officials/general liability policy and a \$2,000,000 limit for each claim under the medical malpractice policy. The Board has not exceeded coverage in the past three fiscal years.

NOTE 7-LOCAL GOVERNMENT FUNDS:

Local government funds consist of contributions from the following localities:

Dickenson County	\$ 651,562
Total local contributions	<u>\$ 651,562</u>

NOTE 8-UPCOMING PRONOUNCEMENTS:

Statement No. 99, *Omnibus 2022*, addresses (1) practice issues that have been identified during implementation and application of certain GASB Statements and (2) accounting and financial reporting for financial guarantees. The effective dates differ based on the requirements of the Statement, ranging from April 2022 to for fiscal years beginning after June 15, 2023.

Statement No. 100, *Accounting Changes and Error Corrections - an amendment of GASB Statement No. 62*, provides more understandable, reliable, relevant, consistent, and comparable information for making decisions or assessing accountability for accounting changes and error corrections. The requirements of this Statement are effective for fiscal years beginning after June 15, 2023.

Statement No. 101, *Compensated Absences*, updates the recognition and measurement guidance for compensated absences. It aligns the recognition and measurement guidance under a unified model and amends certain previously required disclosures. The requirements of this Statement are effective for fiscal years beginning after December 15, 2023.

Implementation Guide No. 2021-1, *Implementation Guidance Update—2021*, with dates ranging from reporting periods beginning after June 15, 2022 to reporting periods beginning after June 15, 2023.

Implementation Guide No. 2023-1, *Implementation Guidance Update—2023*, effective for fiscal years beginning after June 15, 2023.

Management is currently evaluating the impact these standards will have on the financial statements when adopted.

Required Supplementary Information

DICKENSON COUNTY BEHAVIORAL HEALTH SERVICES

Schedule of the Employer's Proportionate Share of the Net Pension Liability (Asset)
Pension Plan

For the Measurement Dates of June 30, 2014 through June 30, 2022

Dickenson County, Virginia's Pension Plan (a cost-sharing multiple employer plan administered by the VRS)

Date	Employer's Proportion of the Net Pension Liability (Asset) (NPLA)	Employer's Proportionate Share of the NPLA	Employer's Covered Payroll	Employer's Proportionate Share of the NPLA as a Percentage of Covered Payroll (3)/(4)	Plan Fiduciary Net Position as a Percentage of Total Pension Liability (Asset)
(1)	(2)	(3)	(4)	(5)	(6)
2022	25.2648%	\$ 1,524,669	\$ 2,170,164	70.26%	85.81%
2021	25.1511%	724,322	2,026,056	35.75%	92.87%
2020	24.4002%	2,216,178	1,838,571	120.54%	76.74%
2019	23.0549%	1,488,935	1,613,118	92.30%	82.38%
2018	22.5184%	1,032,259	1,561,367	66.11%	86.44%
2017	22.5184%	1,048,640	1,480,122	70.85%	85.64%
2016	20.0459%	1,178,157	1,351,590	87.17%	81.06%
2015	18.5973%	878,583	1,247,232	70.44%	84.15%
2014	18.5973%	714,352	1,230,802	58.04%	86.32%

Schedule is intended to show information for 10 years. Information prior to the 2014 valuation is not available. However, additional years will be included as they become available.

DICKENSON COUNTY BEHAVIORAL HEALTH SERVICES

Schedule of Employer Contributions

Pension Plan

For the Years Ended June 30, 2015 through June 30, 2023

Dickenson County, Virginia's Pension Plan (a cost-sharing multiple employer plan administered by the VRS)

Date	Contractually Required Contribution (1)*	Contributions in Relation to Contractually Required Contribution (2)*	Contribution Deficiency (Excess) (3)	Employer's Covered Payroll (4)	Contributions as a % of Covered Payroll (5)
2023	\$ 269,406	\$ 269,406	\$ -	\$ 2,318,174	11.62%
2022	240,823	240,823	-	2,170,164	11.10%
2021	227,017	227,017	-	2,026,056	11.20%
2020	176,319	176,319	-	1,838,571	9.59%
2019	154,698	154,698	-	1,613,118	9.59%
2018	153,014	153,014	-	1,561,367	9.80%
2017	145,052	145,052	-	1,480,122	9.80%
2016	147,053	147,053	-	1,351,590	10.88%
2015	135,699	135,699	-	1,247,232	10.88%

* Excludes contributions (mandatory and match on voluntary) to the defined contribution portion of the Hybrid plan.

Schedule is intended to show information for 10 years. Information prior to the 2015 valuation is not available. However, additional years will be included as they become available.

DICKENSON COUNTY BEHAVIORAL HEALTH SERVICES

Notes to Required Supplementary Information

Pension Plan

For the Year Ended June 30, 2023

Changes of benefit terms - There have been no actuarially material changes to the System benefit provisions since the prior actuarial valuation.

Changes of assumptions - The actuarial assumptions used in the June 30, 2021 valuation were based on the results of an actuarial experience study for the period from July 1, 2016 through June 30, 2020, except the change in the discount rate, which was based on VRS Board action effective as of July 1, 2019. Changes to the actuarial assumptions as a result of the experience study and VRS Board action are as follows:

All Others (Non-10 Largest) - Non-Hazardous Duty:

Mortality Rates (pre-retirement, post-retirement healthy, and disabled)	Update to Pub-2010 public sector mortality tables. For future mortality improvements, replace load with a modified Mortality Improvement Scale MP-2020
Retirement Rates	Adjusted rates to better fit experience for Plan 1; set separate rates based on experience for Plan 2/Hybrid; changed final retirement age
Withdrawal Rates	Adjusted rates to better fit experience at each age and service decrement through 9 years of service
Disability Rates	No change
Salary Scale	No change
Line of Duty Disability	No change
Discount Rate	No change

COMPLIANCE SECTION



ROBINSON, FARMER, COX ASSOCIATES, PLLC

Certified Public Accountants

Independent Auditors' 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*

**To the Honorable Members of the Board
Dickenson County Behavioral Health Services
Clintwood, Virginia**

We have audited, in accordance with the 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 *Specifications for Audits of Authorities, Boards and Commissions*, issued by the Auditor of Public Accounts of the Commonwealth of Virginia, the financial statements of the business-type activities of Dickenson County Behavioral Health Services, as of and for the year ended June 30, 2023, and the related notes to the financial statements, which collectively comprise Dickenson County Behavioral Health Services' basic financial statements and have issued our report thereon dated February 28, 2024.

Report on Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered Dickenson County Behavioral Health Services' internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Dickenson County Behavioral Health Services' internal control. Accordingly, we do not express an opinion on the effectiveness of Dickenson County Behavioral Health Services' 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 entity'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 preceding paragraph and was not designed to identify all deficiencies in internal control 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, described in the accompanying schedule of findings and questioned costs as items 2023-001 and 2023-002 to be material weaknesses.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether Dickenson County Behavioral Health Services' 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 financial statements. 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*.

Dickenson County Behavioral Health Services' Response to Findings

Government Auditing Standards requires the auditor to perform limited procedures on the Dickenson County Behavioral Health Services' response to the findings identified in our audit and described in the accompanying schedule of findings and questioned costs. Dickenson County Behavioral Health Services' response was not subjected to the other auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on the response.

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

Robinson, Jarmon, Cox, Associates

Blacksburg, Virginia
February 28, 2024



ROBINSON, FARMER, COX ASSOCIATES, PLLC

Certified Public Accountants

Independent Auditors' Report on Compliance for Each Major Program and on Internal Control over Compliance Required by the Uniform Guidance

To the Honorable Members of the Board
Dickenson County Behavioral Health Services
Clintwood, Virginia

Report on Compliance for Each Major Federal Program

Opinion on Each Major Federal Program

We have audited Dickenson County Behavioral Health Services' compliance with the types of compliance requirements identified as subject to audit in the *OMB Compliance Supplement* that could have a direct and material effect on each of Dickenson County Behavioral Health Services' major federal programs for the year ended June 30, 2023. Dickenson County Behavioral Health Services' major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

In our opinion, Dickenson County Behavioral Health Services complied, in all material respects, with the 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, 2023.

Basis for Opinion on Each Major Federal Program

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). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditors' Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of Dickenson County Behavioral Health Services and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of Dickenson County Behavioral Health Services' compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to Dickenson County Behavioral Health Services' federal programs.

Auditors' Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on Dickenson County Behavioral Health Services' compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance will always detect material

noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about Dickenson County Behavioral Health Services' compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding Dickenson County Behavioral Health Services' compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of Dickenson County Behavioral Health Services' internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances 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 Dickenson County Behavioral Health Services' internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Report on 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 Auditors' Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

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.

Robinson Jarmon, Cox, Associates

Blacksburg, Virginia
February 28, 2024

DICKENSON COUNTY BEHAVIORAL HEALTH SERVICES
Schedule of Expenditures of Federal Awards
For the Year Ended June 30, 2023

Federal Grantor/State Pass - Through Grantor/ Program or Cluster Title	Federal Assistance Listing Number	Pass-through Entity Identifying Number	Federal Expenditures
Department of Health and Human Services:			
Pass Through Payments:			
Virginia Department of Behavioral Health and Developmental Services:			
Opioid STR	93.788	1H79TI085746-01	\$ 398,280
Block Grants for Community Mental Health Services	93.958	1B09SM085998-01	82,419
Block Grants for Prevention and Treatment of Substance Abuse	93.959	1B08TI084676-01 / 1B08TI083972-01	442,078
Total Department Health and Human Services			<u>\$ 922,777</u>
Total Expenditures of Federal Awards			<u>\$ 922,777</u>

NOTE A--BASIS OF PRESENTATION:

The accompanying schedule of expenditures of federal awards (the schedule) includes the federal award activity of the Dickenson County Behavioral Health Services under programs of the federal government for the year ended June 30, 2023. 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 Dickenson County Behavioral Health Services, it is not intended to and does not present the financial position, changes in net position, or cash flows of the Dickenson County Behavioral Health Services.

NOTE B--SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES:

(1) Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

(2) Pass-through entity identifying numbers are presented where available.

(3) The Board did not elect to use the 10-percent de minimis indirect cost rate allowed under Uniform Guidance.

NOTE C--SUBRECIPIENTS:

No awards were passed through to subrecipients.

NOTE D--RELATIONSHIP TO THE FINANCIAL STATEMENTS:

Federal expenditures, revenues and capital contributions are reported in the Board's basic financial statements as follows:

Total Federal Expenditures per basic financial statements	<u>\$ 922,777</u>
Total Federal Expenditures per the Schedule of Expenditures of Federal Awards	<u>\$ 922,777</u>

DICKENSON COUNTY BEHAVIORAL HEALTH SERVICES
Schedule of Findings and Cost
For the Year Ended June 30, 2023

Section I - Summary of Auditors' Results**Financial Statements**

Type of auditors' report issued:	Unmodified
Internal control over financial reporting:	
Material weakness(es) identified?	Yes
Significant deficiency(ies) identified?	None reported
Noncompliance material to financial statements noted?	No

Federal Awards

Internal control over major programs:	
Material weakness(es) identified?	No
Significant deficiency(ies) identified?	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 2 CFR Section 200.516 (a)?	No

Identification of major programs:

<u>CFDA #</u>	<u>Name of Federal Program or Cluster</u>
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?	No

DICKENSON COUNTY BEHAVIORAL HEALTH SERVICES
Schedule of Findings and Questioned Costs
For the Year Ended June 30, 2023

Section II - Financial Statement Findings

2023-001

Criteria:	A key component of internal controls is adequate segregation of duties. The individual responsible for recording key transactions should not also have access to the related assets. The Board's fiscal officer has control over most of the accounts payable and payroll processes including entering new vendors and employees into the system, writing the checks and mailing the checks.
Condition:	The Board lacks proper segregation of duties over its accounts payable and payroll processes.
Cause:	The Board lacks the funding to fully support completely segregated accounts payable and payroll functions.
Effect:	There is a reasonable possibility that a material misstatement of the financial statements will not be prevented or detected by the Board's internal controls over financial reporting.
Recommendation:	Management should further try to segregate duties amongst current staff to help alleviate the risk created by improper segregation of duties.
Management's Response:	Management acknowledges that internal controls over the accounts payable and payroll processes lack proper segregation of duties; however, to alleviate the lack of segregation of duties would require additional full-time staff. The Board has implemented significant review processes to mitigate the risk presented by the lack of segregation of duties to the greatest extent possible.

2023-002

Criteria:	An auditee should have controls in place to prepare financial statements in accordance with current reporting standards. Identification of a material adjustment to the financial statements that was not detected by the entity's internal controls indicates that a significant deficiency exists.
Condition:	The Authority's financial statements as provided required significant proposed adjustments to ensure such statements complied with Generally Accepted Accounting Principles.
Cause:	The Authority failed to identify all year end accounting adjustments necessary for the books to be prepared in accordance with current reporting standards.
Effect:	There is a reasonable possibility that a material misstatement of the Authority's financial statements will not be prevented or detected by the Authority's internal controls over financial reporting.
Recommendation:	The Authority should review the proposed audit adjustments and incorporate same in the trial balance provided for audit in the future. Management should also implement a monthly close process to ensure balances are appropriately reported throughout the year for internal reporting purposes.
Management's Response:	Management agrees and will work to implement a monthly close process and will also review other proposed adjustments to be incorporated in the Authority's trial balance.

DICKENSON COUNTY BEHAVIORAL HEALTH SERVICES
Summary Schedule of Prior Audit Findings
For the Year Ended June 30, 2023

2022-001

Condition: The Board lacks proper segregation of duties over its accounts payable and payroll processes.

Recommendation: Management should further try to segregate duties amongst current staff to help alleviate the risk created by improper segregation of duties.

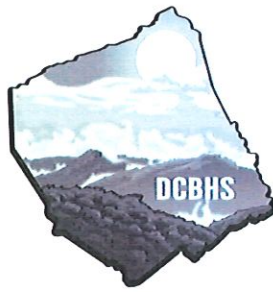
Current Status: Finding 2022-001 was repeated in the current year as 2023-001.

2022-002

Condition: The Authority's financial statements as provided required significant proposed adjustments to ensure such statements complied with Generally Accepted Accounting Principles.

Recommendation: The Authority should review the proposed audit adjustments and incorporate same in the trial balance provided for audit in the future. Management should also implement a monthly close process to ensure balances are appropriately reported throughout the year for internal reporting purposes.

Current Status: Finding 2022-002 was repeated in the current year as 2023-002.



Dickenson County

BEHAVIORAL HEALTH SERVICES

MENTAL HEALTH, SUBSTANCE USE AND DEVELOPMENTAL SERVICES
POST OFFICE BOX 309 • CLINTWOOD, VIRGINIA 24228

Executive Offices & Administration
133 McClure Avenue
276-926-1682 / Fax 926-8134

Clinical Services - M.H. & SUD
440 Foxtown Road
276-926-1680 / Fax 926-9179

Developmental Services
1019 Happy Valley Drive
276-926-1684 / Fax 926-6070

March 20, 2024

Dickenson County Behavioral Health Services Board
Corrective Action Plan
Fiscal Year Ending June 30, 2023

Finding Number	Planned Corrective Action	Anticipated Completion Date	Responsible Contact Person
2023-001	Management is aware that current AP software does not allow exemption for any users from entering new vendors. The agency is in the process of exploring other software options for better overall AP processing. Currently, the MIS Specialist alone is assigned to enter new vendors and this employee has no other activity in the software. In conjunction, the agency has implemented a New Vendor Form where all new vendors are documented and presented at scheduled monthly Budget & Finance Meetings via a standing agenda item. The agency has hired one full-time and one part-time Fiscal Tech, both positions allow for segregation of duties with the full-time position receiving Excel training to learn how to run a pivot-table for vendor additions. The full-time Fiscal Agent now has full control of AP processing. Fixed Asset control was given to the Compliance Officer at the onset of that position in 2022, the Fiscal Officer no longer has any control over Fixed Assets.	6/30/2024	Beth Fleming - Fiscal Officer, Lorie Phipps - Fiscal Tech, James Counts - Compliance Officer
2023-002	Management agrees and will work to implement a monthly close process and will also review other proposed adjustments to be incorporated in the Authority's trial balance.	6/30/2024	Beth Fleming, Fiscal Officer