

**FIFTH JUDICIAL DISTRICT
OFFICE OF THE PUBLIC DEFENDER
Oak Grove, Louisiana**

**Annual Financial Statements
For the Year Ended
June 30, 2013**

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the entity and other appropriate public officials. The report is available for public inspection at the Baton Rouge office of the Legislative Auditor and, where appropriate, at the office of the parish clerk of court.

Release Date MAR 26 2014

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**FIFTH JUDICIAL DISTRICT
OFFICE OF PUBLIC DEFENDER
Oak Grove, Louisiana**

Annual Financial Statements
For the Year Ended June 30, 2013

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INDEPENDENT AUDITOR'S REPORT

To the Members of the Fifth Judicial
Office of the Public Defender
Oak Grove, Louisiana

Report on the Financial Statements

I have audited the accompanying financial statements of the governmental activities, the business-type activities (where applicable) of Fifth Judicial District Office of the Public Defender, (The Office) as of and for the year ended June 30, 2013, and the related notes to the financial statements, which collectively comprise The Office's basic financial statements as listed in the table of contents

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America, this includes 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

Auditor's Responsibility

My responsibility is to express opinions on these financial statements based on my audit I conducted my audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States Those standards require that I plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements 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 the entity's internal control Accordingly, I express no such opinion An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinions

Opinions

In my opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities of The Office as of June 30, 2013, and the respective changes in financial position, thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information on pages 5 through 7 and 22 be presented to supplement the basic financial statements. Such information, 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. I 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 my inquiries, the basic financial statements, and other knowledge I obtained during my audit of the basic financial statements. I do not express an opinion or provide any assurance on the information because the limited procedures do not provide me with sufficient evidence to express an opinion or provide any assurance.

Other Information

My audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise The Office's basic financial statements. The accompanying supplementary information is listed in the table of contents under Supplementary Information and is presented for the purposes of additional analysis and is not a required part of the basic financial statements. Such information has not been subjected to the auditing procedures applied in the audit of the basic financial statements, therefore, I express no opinion or provide any assurance on it.

Other Reporting Required by Government *Auditing Standards*

In accordance with *Government Auditing Standards*, I have also issued my report dated December 18, 2013, on my consideration of the Fifth Judicial District Office of the Public Defender (The Office)'s internal control over financing reporting and on my tests of compliance with certain provisions of laws, regulations, contracts, and grant agreements, and other matters. The purpose of that report is to describe the scope of my testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Fifth Judicial District Office of the Public Defender (The Office)'s internal control over financial reporting and compliance.



Jimmie Self, CPA
Monroe, Louisiana
December 18, 2013

**Required Supplementary Information
(Part I)**

Management Discussion and Analysis

**FIFTH JUDICIAL DISTRICT OFFICE OF PUBLIC DEFENDER
MANAGEMENT DISCUSSION AND ANALYSIS
As of and for the Year Ended June 30, 2013**

Our Management Discussion and Analysis (MD&A) of the Fifth Judicial District Office of Public Defender (The Office) provides an overview of the activities for the year ended June 30, 2013.

The prior period report was for a twelve month period beginning July 1, 2011 and ending June 30, 2012

The MD&A is a format for reporting the information required by the Governmental Accounting Standards Board Statement Number 34 (known as GASB 34) which is now required for reporting the financial activities of all state and local governmental units. It is only a part of the financial report as presented in the annual financial audit for the fiscal year and should be read and considered with the financial statements, notes to the financial statements, and the audit report as a whole.

Financial Highlights

This annual report consists of a series of financial statements. The Statement of Net Position and the Statement of Activities provide information about the activities of The Office as a whole and present a longer-term view of The Office's finances. These statements tell how these services were financed in the short term as well as what remains for future spending. The Office only maintains a general fund, which accounts for daily operations.

Our analysis of the funds maintained by The Office as a whole begins with the Statement of Net Position and the Statement of Activities. These two reports provide information about the funds maintained by The Office as a whole and about its activities in a way that helps to answer one of the most important questions asked about The Office's finances, "Is The Office, as a whole, better off or worse off as a result of the year's activities?" These statements include all assets and liabilities using the accrual basis of accounting used by most private sector companies. Accrual of the current year's revenues and expenses are taken into account regardless of when cash was received or paid.

These two statements report The Office's net position and changes in those assets. The net assets, the difference between the assets and the liabilities, is one way to measure the summary of the basic government-wide financial statements as follows:

**FIFTH JUDICIAL DISTRICT OFFICE OF PUBLIC DEFENDER
MANAGEMENT DISCUSSION AND ANALYSIS
As of and for the Year Ended June 30, 2013**

SUMMARY OF THE STATEMENT OF NET POSITION

June 30, 2013

TABLE I – TOTAL NET ASSETS	6/30/2013	6/30/2012
Current Assets	\$ 242,697	\$ 255,148
Investments	0	0
Receivables	28,149	19,768
Total Assets	<u>270,846</u>	<u>274,916</u>
 Current Liabilities	 0	 0
 Net Position.		
Invested in Capital Assets, Net (See Note 7)	387	644
 Unassigned	 270,846	 274,916
Total Net Position	<u>\$ 271,233</u>	<u>\$ 275,560</u>

SUMMARY OF THE STATEMENT OF ACTIVITIES

For the Year ended June 30, 2013

TABLE 2 – CHANGE IN NET ASSETS	6/30/2013	6/30/2012
Revenues:		
Charges for Services	\$330,650	\$ 217,909
District Assessment Funds	175,208	434,383
Other	127	53
Total Revenues	<u>\$ 505,985</u>	<u>\$652,345</u>
 Expenditures		
Personal Services	\$ 480,763	\$ 474,882
Travel and Professional Development	4,040	4,066
Operating Services	24,865	34,172
Capital Outlay	0	858
Total Expenditures	<u>509,668</u>	<u>513,978</u>
Total Changes in Net Position	<u>\$-3683</u>	<u>\$ 138,367</u>

Governmental Activities

For the prior period ended June 30, 2012, The Office's assets exceeded its liabilities by \$138,637 (Net Assets). This was a decrease of \$109,403 over the prior year

**FIFTH JUDICIAL DISTRICT OFFICE OF PUBLIC DEFENDER
MANAGEMENT DISCUSSION AND ANALYSIS
As of and for the Year Ended June 30, 2013**

For the current year ended June 30, 2013, the Office's assets exceeded its liabilities by \$271,233 (Net Assets). This was decrease of \$3,683

Unassigned Net Assets \$270,846 represent the portion available to maintain The Office's obligation to both citizens and creditors at the close of the year ended June 30, 2013 This is a decrease of \$3,683 over the prior one year period

General Fund Budgetary Highlights

The Office did not amend its General Fund Budget during the year Actual income was \$159,818, greater than the budgeted income, due to additional monies from the Public Defender Board District Assistance Fund. Actual expenses were \$513,978, actual \$8,751 less than budgeted expense (favorable).

Capital Assets

There were \$858 capital outlays for the twelve month period ended 6/30/2012

There were no capital outlays for the twelve month period ended 6/30/2013

Contacting The Office's Financial Management

This Management Discussion and Analysis is designed to provide our citizens and taxpayers with a general overview for the funds maintained by The Office and to show accountability for the money it receives. If you have any questions or need additional financial information, contact Fifth Judicial District Office of Public Defender, John Gathings, CPA, P. O. Box 1088, Oak Grove, Louisiana 71263

Basic Financial Statements

**FIFTH JUDICIAL DISTRICT OFFICE OF PUBLIC DEFENDER
Oak Grove, Louisiana
Governmental Funds Balance Sheet/Statement of Net Position
June 30, 2013**

Statement A

	<u>General Fund</u>	<u>Adjustments</u>	<u>Statement of Net Assets</u>
ASSETS			
Cash and cash equivalents	\$ 242,697	\$ -	\$ 242,697
Receivables	28,149	-	28,149
Total Assets	<u>\$ 270,846</u>	<u>\$ -</u>	<u>\$ 270,846</u>
LIABILITIES			
Liabilities	\$ -	\$ -	\$ -
Total Liabilities	<u>-</u>	<u>-</u>	<u>-</u>
FUND BALANCES/NET POSITION			
Fund balances			
Unassigned	270,846	-	270,846
Total Fund Balances	<u>270,846</u>	<u>-</u>	<u>270,846</u>
Total Liabilities and Fund Balances	<u>\$ 270,846</u>	<u>\$ -</u>	<u>\$ 270,846</u>
NET Position			
Invested in Capital Assets, net of Related Debt (Note 7)	\$ 387	\$ -	\$ 387
Total Net Position	<u>\$ 271,233</u>	<u>\$ -</u>	<u>\$ 271,233</u>

The accompanying notes are an integral part of this statement

**Statement of Governmental Fund Revenues,
Expenditures, and Changes in Fund Balances/
Statement of Activities
For the Year Ended June 30, 2013**

	Judicial Expense Fund	Adjustments	Statement of Activities
EXPENDITURES/EXPENSES			
Judiciary			
Personal services	\$ 480,763	\$ -	\$ 480,763
Travel and professional development	4,040	-	4,040
Operating services	25,252	-	25,252
Capital Assets		(644)	(644)
Depreciation		257	257
Total Expenditures/Expenses	<u>510,055</u>	<u>(387)</u>	<u>509,668</u>
PROGRAM REVENUES			
Charges for Services	330,650	-	330,650
Net Program Expense	<u>(179,405)</u>	<u>387</u>	<u>(179,018)</u>
GENERAL REVENUES			
District Assessment Funds	175,208	-	175,208
Investment Earnings	127	-	127
Total General Revenues	<u>175,335</u>	<u>-</u>	<u>175,335</u>
EXCESS (Deficiency) OF REVENUES OVER EXPENDITURES	(4,070)	387	(3,683)
FUND BALANCE/NET POSITION:			
Beginning of the Year	274,916		274,916
Net Position End of Year	<u>\$ 270,846</u>	<u>\$ 387</u>	<u>\$ 271,233</u>

* Adjustments

Capital Assets (prior year balance of \$644), net of depreciation (\$257), are recorded on the Statement of Net Assets, but not in the fund statements of the Judicial Expense Fund

The accompanying notes are an integral part of this statement

Notes to the Financial Statements

**FIFTH JUDICIAL DISTRICT
OFFICE OF THE PUBLIC DEFENDER
Oak Grove, Louisiana**

Notes to the Financial Statements
For the Year Ended June 30, 2013

INTRODUCTION

The Fifth Judicial District Office of the Public Defender (The Office) was created in compliance with Louisiana Revised Statutes 15.133-149 to serve the Fifth Louisiana Judicial District in representing indigents (needy individuals) in criminal and quasi-criminal cases at the district court level. Pursuant to the passage of Act 307, district indigent defender boards throughout the state of Louisiana were dissolved and district offices of public defender were created, all serving under the direction of the Louisiana Public Defender Board headquartered in New Orleans. This change went in to effect on August 15, 2007. This local office now functions as the Fifth Judicial District Office of Public Defender under the supervision of a Chief Public Defender (domiciled within the fifth district) in charge of day to day operations, serving the Fifth Judicial District comprised of the Louisiana parishes of West Carroll, Richland, and Franklin. James M. Miller of Oak Grove, LA serves as the Chief Public Defender for the Fifth District.

Accounting Standards

The Office complies with accounting principles generally accepted in the United States of America (GAAP). GAAP includes all Relevant Government Accounting Standards Board (GASB) Pronouncements. In the government-wide financial statements, Financial Accounting Standards Board (FASB) Pronouncements and Accounting Principles Board (APB) opinions issued on or before November 30, 1989, have been applied unless those pronouncements conflict with or contradict GASB pronouncements, in which case, GASB prevails. The accounting framework and the more significant accounting policies are discussed in subsequent sections of this note.

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. BASIS OF PRESENTATION

The accompanying basic financial statements of the Fifth Judicial District Office of the Public Defender have been prepared in conformity with governmental accounting principles generally accepted in the United States of America. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The accompanying basic financial statements have been prepared in conformity with GASB Statement 34, *Basic Financial Statements-and Management's Discussion and Analysis—for State and Local Governments*, issued in June 1999.

**FIFTH JUDICIAL DISTRICT
OFFICE OF THE PUBLIC DEFENDER
Oak Grove, Louisiana**

Notes to the Financial Statements
For the Year Ended June 30, 2013

B. REPORTING ENTITY

The accompanying financial statements present information only on the funds maintained by the board and do not present information on the police jury, the general government services provided by that governmental unit, or the other governmental units that comprise the financial reporting entity

C. FUND ACCOUNTING

The Office uses funds to maintain its financial records during the year Fund accounting is designed to demonstrate legal compliance and to aid management by segregating transactions related to certain board functions and activities A fund is defined as a separate fiscal and accounting entity with a self-balancing set of accounts.

Governmental Funds

Governmental funds account for all The Office's general activities. These funds focus on the sources, uses, and balances of current financial resources. Expendable assets are assigned to the various governmental funds according to the purposes for which they may be used Current liabilities are assigned to the fund from which they will be paid. The difference between a governmental fund's assets and liabilities is reported as fund balance In general, fund balance represents the accumulated expendable resources which may be used to finance future period programs or operations of the board The following are The Office governmental funds

General Fund - the primary operating fund of The Office and it accounts for all financial resources, except those required to be accounted for in other funds The General Fund is available for any purpose provided it is expended or transferred in accordance with state and federal laws and according to board policy

D. MEASUREMENT FOCUS/BASIS OF ACCOUNTING

Fund Financial Statements (FFS)

The amounts reflected in the General Fund and Other Funds, of Statements A and B, are accounted for using a current financial resources measurement focus With this measurement focus, only current assets and current liabilities are generally included on the balance sheet The statement of revenues, expenditures, and changes in fund balances reports on the sources (i.e., revenues and other financing sources) and uses (i.e., expenditures and other financing uses) of current financial resources This approach is

**FIFTH JUDICIAL DISTRICT
OFFICE OF THE PUBLIC DEFENDER
Oak Grove, Louisiana**

Notes to the Financial Statements
For the Year Ended June 30, 2013

then reconciled, through adjustment, to a government-wide view of The Office operations

The amounts reflected in the General Fund and Other Funds, of Statements A and B use the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available) Measurable means the amount of the transaction can be determined and available means collectible within the current period or soon enough thereafter to pay liabilities of the current period The Office considers all revenues available if they are collected within 60 days after the fiscal year end Expenditures are recorded when the related fund liability is incurred, except for interest and principal payments on general long-term debt which is recognized when due, and certain compensated absences and claims and judgments which are recognized when the obligations are expected to be liquidated with expendable available financial resources The governmental funds use the following practices in recording revenues and expenditures

Revenues

Revenues to finance The Office's operations are primarily provided from court costs on fines imposed by the Court. Supplemental grants are also received from the State of Louisiana to provide additional funds for the operation of The Office

Expenditures

Expenditures are generally recognized under the modified accrual basis of accounting when the related funds become a liability

Government Wide Financial Statements (GWFS)

The column labeled Statement of Net Position (Statement A) and the column labeled Statement of Activities (Statement B) display information about the board as a whole. These statements include all the financial activities of The Office Information contained in these columns reflects the economic resources measurement focus and the accrual basis of accounting Revenues, expenses, gains, losses, assets and liabilities resulting from exchange or exchange-like transactions are recognized when the exchange occurs (regardless of when cash is received or disbursed) Revenues, expenses, gains, losses, assets and liabilities resulting from non exchange transactions are recognized in accordance with the requirements of GASB Statement No 33, *Accounting and Financial Reporting for Non exchange Transactions*, when applicable

**FIFTH JUDICIAL DISTRICT
OFFICE OF THE PUBLIC DEFENDER
Oak Grove, Louisiana**

Notes to the Financial Statements
For the Year Ended June 30, 2013

Program Revenues - Program revenues included in the column labeled Statement of Activities (Statement B) are derived directly from board users as a fee for services, program revenues reduce the cost of the function to be financed from The Office's general revenues

E. BUDGETS

The Office uses the following budget practices

Prior to the last month of the fiscal period, the accounting firm submits to The Office a proposed operating budget for the year beginning on the first day of the upcoming fiscal period. The operating budget includes proposed expenditures and the means of financing them. The budget is submitted in summary form.

Formal budgetary integration is employed as a management control device during the year for the General Fund. Appropriations lapse at year end.

The Board members may authorize supplemental appropriations during the year.

F. CASH AND CASH EQUIVALENTS

Cash includes amounts in demand deposits, interest-bearing demand deposits, and time deposits. Cash equivalents include amounts in time deposits and those investments with original maturities of 90 days or less. Under state law, The Office may deposit funds in demand deposits, interest-bearing demand deposits, or time deposits with state banks organized under Louisiana law or any other state of the United States, or under the laws of the United States.

G. INVESTMENTS

Investments are limited by Louisiana Revised Statute (R.S.) 33.2955 and The Office investment policy. If the original maturities of investments exceed 90 days, they are classified as investments, however, if the original maturities are 90 days or less, they are classified as cash equivalents.

H. CAPITAL ASSETS

Capital assets are capitalized at historical cost. Donated assets are recorded as capital assets at their estimated fair market value at the date of donation. The Office maintains a threshold level of \$500 or more for capitalizing capital assets.

**FIFTH JUDICIAL DISTRICT
OFFICE OF THE PUBLIC DEFENDER
Oak Grove, Louisiana**

Notes to the Financial Statements
For the Year Ended June 30, 2013

Capital assets are recorded in the Statement of Net Assets and Statement of Activities. Since surplus assets are sold for an immaterial amount when declared as no longer needed for public purposes, no salvage value is taken into consideration for depreciation purposes. All capital assets are depreciated using the straight-line method over the following useful lives:

<u>Description of Items</u>	<u>Estimated Lives</u>
Equipment	5-10 years

I. COMPENSATED ABSENCES

The Office has one part-time employee. There are no provisions made for compensated absences.

J. RESTRICTED NET ASSETS

For government-wide statement of net assets, net assets are reported as restricted when constraints placed on net asset use are imposed by grantors, contributors, or laws or regulations.

K. FUND EQUITY

In the fund financial statements, governmental funds report reservations of fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Any designations of fund balance represent tentative management plans that are subject to change.

L. ESTIMATES

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

**FIFTH JUDICIAL DISTRICT
OFFICE OF THE PUBLIC DEFENDER
Oak Grove, Louisiana**

Notes to the Financial Statements
For the Year Ended June 30, 2013

NOTE 2. CASH AND CASH EQUIVALENTS

At June 30, 2013, The Office has cash and cash equivalents (book balances) totaling \$242,697 as follows

Demand Deposits	\$ 242,697
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These deposits are stated at cost, which approximates market. Under state law, these deposits (or the resulting bank balances) must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. The market value of the pledged securities plus the federal deposit insurance must at all times equal the amount on deposit with the fiscal agent. These securities are held in the name of the pledging fiscal agent bank in a holding or custodial bank that is mutually acceptable to both parties.

At June 30, 2013, The Office has \$242,697 (collected bank balances). These deposits are secured from risk by \$250,000 of federal deposit insurance and (GASB Category 3).

Even though the pledged securities are considered uncollateralized (Category 3) under the provisions of GASB Statement 3, R S 39:1229 imposes a statutory requirement on the custodial bank to advertise and sell the pledged securities within 10 days of being notified by The Office that the fiscal agent has failed to pay deposited funds upon demand.

NOTE 3. INVESTMENTS

Investments are categorized into three categories of credit risk:

- 1 Insured or registered, or securities held by The Office or its agent in The Office's name
- 2 Uninsured and unregistered, with securities held by the counter party's trust department or agent in The Office's name.
- 3 Uninsured and unregistered, with securities held by the counter party, or by its trust department or agent but not in The Office's name

At fiscal year-end, The Office had no investments.

**FIFTH JUDICIAL DISTRICT
OFFICE OF THE PUBLIC DEFENDER
Oak Grove, Louisiana**

Notes to the Financial Statements
For the Year Ended June 30, 2013

NOTE 4. RECEIVABLES

The receivables of \$28,149 at June 30, 2013 are as follows

Charges for Services	28,149	28,149
Total	28,149	28,149

The Office has no bad debt policy, since all accounts are current

NOTE 5. District Funds

The Office received District Funds in the amount of \$175,208 during the year ending June 30, 2013 to assist in providing operating revenues

NOTE 6. RECONCILIATION

The reconciliation of the items reflected in the funds columns to the Statement of Activities (Statement B) and Statement of Net Assets (Statement A)

Total Fund Balance for Governmental Funds	\$ 270,846
Add Capital Assets, Net	387
Total Net Position of Governmental Funds	\$ 271,233

NOTE 7. CAPITAL ASSETS

Capital assets and depreciation activity as of and for the year ended December 31, 2013, is as follows

Governmental Activities	Begin Bal	Additions	Accum Deprec	Current Deprec	Balance
Equipment - 7/01/12	11,430	-	10,786	257	387
Total 6/30/13	11,430		10,786	257	387

NOTE 8. PENSION PLAN

There are no provisions made for a pension plan

**FIFTH JUDICIAL DISTRICT
OFFICE OF THE PUBLIC DEFENDER
Oak Grove, Louisiana**

Notes to the Financial Statements
For the Year Ended June 30, 2013

NOTE 9. OTHER POST-EMPLOYMENT BENEFITS

There are no provisions made for other post-employment benefits

NOTE 10. ACCOUNTS, SALARIES, AND OTHER PAYABLES

There are no accounts, salaries, and other payables for which this audit must account.

NOTE 11. RISK MANAGEMENT

The Fifth Judicial District Office of Public Defender may have various suits which are brought against the practicing attorneys who are retained to plead the indigent cases before the Fifth Judicial District Court Insurance which is necessary for the protection of the individual attorneys is purchased and paid by each attorney Insurance coverage is underwritten by the Continental Casualty Company through the Louisiana State Bar Association The Fifth Judicial District Office of Public Defender has not paid any malpractice insurance premiums

NOTE 12. LITIGATION AND CLAIMS

There are no currently pending matters of litigation and claims against The Office

NOTE 13. SUBSEQUENT EVENTS

Subsequent events were evaluated by management up to and including the issue date of this report, December 18, 2013 There were no subsequent events noted which would affect the financial statements for the year ended June 30, 2013

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NOTE 14 - GOVERNMENTAL FUND REVENUES AND EXPENDITURES			
For the year ended June 30, 2012, the major sources of governmental fund revenues and expenditures were as follows			
Revenues			
State Government			NOTES
Appropriations - general			
Appropriations - special			
Revenue sharing			
Distinct Attorney Fees	\$ 175,208		
On-behalf payments			
Other			
Total			
Local Government			
Appropriations - general			
Appropriations - special			
Grants			
Statutory fines, forfeitures fees, court costs and other			
Taxes - millages sales, special, and other			
Criminal court fund			
On-behalf payments			
Other			
Total			
Federal Government			
Grants - direct			
Grants - indirect (passed-through state)			
Total			
Other Grants and Contributions			
Non-profit organizations			
Private organizations			
Corporate			
Other			
Total			
Charges for Services	330,650		
Investment earnings	127		
Miscellaneous			
Total Revenues	\$ 505,985		
Expenditures			
Personnel Services and Benefits			
Salaries	\$ 8,400		
On-behalf payments - salaries			
Retirement contributions			
On-behalf payments - retirement	471		
Insurance			
On-behalf payments - insurance			
Payroll taxes			
Other			
Total	8,871		
Professional Development			
Dues, licenses, and registrations			
Travel	4,040		
Other			
Total	4,040		
Operating Costs			
Library and research			
Contract services - attorney/legal	442,580		
Contract services - other	38,183		
Lease - office			
Lease - autos and other			
Travel - transportation			
Travel - other			
Insurance			
Supplies	15,737		
Repairs and maintenance			
Utilities and telephone			
Other	257	Depreciation	
Total	496,757		
Total	509,668		
Debt Service			
Capital outlay			
Total Expenditures	\$ 509,668		

Required Supplementary Information
(Part II)

Statement of Revenues, Expenditures,
and Changes in Fund Balances
Budget (GAAP Basis) and Actual
General Fund

For the Year Ended June 30, 2013

	Original Budget	General Fund Actual	Variance Favorable (Unfavorable)
Revenues			
District Attorney Fund	\$ 175,208	\$ 175,208	\$ -
Charges for Services	170,959	330,650	159,691
Interest Revenue	-	127	127
Total	346,167	505,985	159,818
Expenditures			
Travel and Professional Development	5,000	4,040	960
Salaries	8,400	8,400	-
Payroll Taxes	777	471	306
Audit/Accounting Expenses	8,500	8,300	200
Investigators	30,000	30,000	-
Personal Service	458,552	450,763	7,789
Major Acquisitions	11,500	-	11,500
Office Supplies	-	7,439	(7,439)
Depreciation Expense	-	257	(257)
Total	522,729	509,670	13,059
Net change in fund balance	(176,562)	(3,685)	(172,877)
Fund Balance - Beginning of Year	(66,583)	274,916	(341,499)
Fund Balance - End of Year	\$ 109,979	\$ 271,231	\$ (161,252)

NOTE

There were no amendments to the budget during the year ended June 30, 2013

See Independent Accountant's Report

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INDEPENDENT AUDITOR'S 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*

Fifth Judicial District Office of Public Defender
Oak Grove, Louisiana

I have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities as of and for the year ended June 30, 2013, and the related notes to the financial statements, which collectively comprise the Fifth Judicial District Office of the Public Defender's basic financial statements and have issued my report thereon dated December 18, 2013

Internal Control over Financial Reporting

In planning and performing my audit of the financial statements, I considered The Office's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing my opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of The Office's internal control. Accordingly, I do not express an opinion on the effectiveness of The Office's 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 Office'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.

My consideration of internal control was for the limited purpose described in the first paragraph of this section 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. Given these limitations, during my audit I did not identify any deficiencies in internal control that I consider to be material weaknesses. However, material weaknesses may exist that have not been identified. I did identify certain

Supplementary Information Schedules

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SCHEDULE OF FINDINGS AND RESPONSES

**Fifth Judicial District Office of the Public Defender
Oak Grove, Louisiana**

Findings for the Year Ended June 30, 2013

FINDING 2013-1

CRITERIA Duties should be distributed among several employees

CONDITION Inadequate segregation of duties

CONTEXT The PD Office has a small work force in place for handling the duties of the office personnel

EFFECT OF CONDITION Internal control is weakened by the limited staff

CAUSE OF CONDITION The staff consists of only a clerk

RECOMMENDATION Hire more employees and redistribute duties

CLIENT RESPONSE Management states this cannot be remedied due to lack of funds and duties as they exist at the present time are part-time

Findings for the Prior Year Ended June 30, 2012

FINDING 2012-1

CRITERIA Duties should be distributed among several employees

CONDITION Inadequate segregation of duties

CONTEXT The PD Office has a small work force in place for handling the duties of the office personnel

EFFECT OF CONDITION Internal control is weakened by the limited staff

CAUSE OF CONDITION The staff consists of only a clerk

RECOMMENDATION Hire more employees and redistribute duties

CLIENT RESPONSE Management states this cannot be remedied due to lack of funds and duties as they exist at the present time are part-time

FINDING: 2012-2

CRITERIA Budgeting of expenditures for the fiscal year should be such that the actual expenditures do not exceed the budgeted expenditures by more than 5% according to Louisiana statute

CONDITION Actual expenditures did not fall within 5% of budget projections as required

CONTEXT A budget for the fiscal year was prepared by The Office as required

EFFECT OF CONDITION The actual expenditures exceeded the budgeted expenditures by 36%

CAUSE OF CONDITION Expenditures for Contract Attorneys was the category which had the greatest overage at \$163,919

RECOMMENDATION An amended budget can be prepared and adopted at the end of the current fiscal year which takes into account any misstatement in either expenditures or revenues bringing the budget into compliance with the Louisiana statute which requires that the actual amounts fall within 5% of the budgeted amounts

CLIENT RESPONSE Management agrees to follow prescribed budgeting procedures in the future

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SUMMARY SCHEDULE OF FINDINGS
Fifth Judicial District Office of the Public Defender
Oak Grove, Louisiana
For the Year Ended June 30, 2013

I have audited the financial statements of Fifth Judicial District Office of the Public Defender as of and for the year ended June 30, 2013 and have issued my report dated December 18, 2013. I conducted my audit in accordance with generally accepted auditing standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. My audit of the financial statements as of June 30, 2013 resulted in an unqualified opinion (qualified, adverse, disclaimer).

Section I Summary of Auditor's Reports

a Report on Internal Control and Compliance Material to the Financial Statements

Internal Control

Material Weaknesses yes no Internal Control Deficiencies yes no

Compliance

Compliance material to Financial Statements yes no

b Federal Awards. None

c Identification of major Programs.

None