



Report Highlights

Louisiana State Board of Embalmers and Funeral Directors

Department of Health and Hospitals

DARYL G. PURPERA,
CPA, CFE

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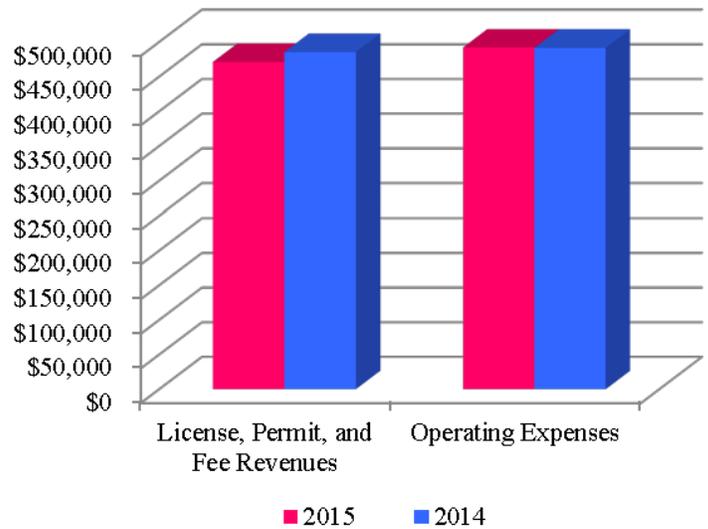
Why We Conducted This Audit

We conducted a financial statement audit of the Louisiana State Board of Embalmers and Funeral Directors (Board) for the year ended June 30, 2015, as part of the audit of the state of Louisiana's Comprehensive Annual Financial Report and to provide accountability over public funds.

What We Found

- The Board's financial statements, as adjusted, are fairly stated.
- The Board has not established segregation of duties over cash disbursements. Inadequate segregation of duties increases the risk of employee error or fraud, although no such errors or fraud were identified.
- The Board did not have adequate controls over financial reporting to ensure that financial transactions posted to its General Ledger and supporting its financial statements were accurate and complete.
- The Board requires its employees to work only from 8:30 a.m. to 4:30 p.m. each weekday, or 37.5 hours per week. Because Board employees are scheduled to work less than 40 hours per week but are paid for a full 40 hours, this practice appears to be a prohibited donation of state funds under Article VII, §14 of the Louisiana Constitution. Management concurred with the finding and immediately amended its employees' work hours to reflect an 8-hour workday and a 40-hour work week.
- As shown in the chart, revenues for licenses, permits, and fees decreased from fiscal year 2014 to 2015 by approximately \$14,000 (3%) as a result of additional licenses issued offset by fewer name changes and new certifications, while operating expenses remained virtually unchanged, increasing by approximately \$400 (0.1%).

Revenue and Expense Comparison, Fiscal Years 2015 and 2014



Source: Board financial statements