

**RANDALL COUNTY  
JUVENILE PROBATION  
DEPARTMENT**

**ANNUAL FINANCIAL REPORT**

**For Year Ended  
August 31, 2014**

**RANDALL COUNTY JUVENILE PROBATION DEPARTMENT  
ANNUAL FINANCIAL REPORT  
FOR YEAR ENDED AUGUST 31, 2014**

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**PART I**  
**INTRODUCTORY SECTION**

**RANDALL COUNTY JUVENILE PROBATION DEPARTMENT**

**PRINCIPAL OFFICIALS OF THE  
JUVENILE BOARD AND DEPARTMENT**

**AUGUST 31, 2014**

Dan Schaap	District Judge, 47 <sup>th</sup> District Court
John Board	District Judge, 181 <sup>st</sup> District Court
Ana Estevez	District Judge, 251 <sup>st</sup> District Court
Ernie Houdashell	County Judge
James Anderson	Judge, County Court-at-Law 1
Ronnie Walker	Judge, County Court-at-Law 2
Jane King	Chief Probation Officer
Karon Kantor	Fiscal Officer

**PART II**  
**FINANCIAL SECTION**



Honorable Judge Anderson, Chairman  
Randall County Juvenile Board  
Randall County, Texas

## INDEPENDENT AUDITORS' REPORT

We have audited the accompanying financial statements of the Texas Juvenile Justice Department Grant Funds of the Randall County, Texas Juvenile Probation Department (Department), which comprise the statement of revenues, expenditures and changes in fund balances – budget and actual – regulatory basis for the year ended August 31, 2014, and the related notes to the financial statements.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the financial reporting provisions of the Texas Juvenile Justice Department. Management is also responsible 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 error or fraud.

### Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we 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, we 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.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

### Opinion

In our opinion, the financial statement referred to above presents fairly, in all material respects, the revenue earned and expenditures incurred compared to budgeted revenues and expenditures of the Department's Texas Juvenile Justice Department Grant Funds for the year ended August 31, 2014, in accordance with the financial reporting provisions of the Texas Juvenile Justice Department as described in Note 1.

**Basis of Accounting**

We draw attention to Note 1 of the financial statements, which describes the basis of accounting. The financial statements are prepared on the basis of the financial reporting provisions of the Texas Juvenile Justice Department, which is a basis of accounting other than accounting principles generally accepted in the United States of America, to comply with the requirements of the Texas Juvenile Justice Department. Our opinion is not modified with respect to that matter.

**Emphasis of Matter**

As discussed in Note 1, the financial statement presents the results of operations of the Department's Texas Juvenile Justice Department Grant Funds only and is not intended to present fairly the results of operations of the Department in conformity with accounting principles generally accepted in the United States of America.

**Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued a report dated November 25, 2014, on our consideration of the Department's internal control over financial reporting and on our tests of its compliance with certain laws, regulations, contracts, grant agreements and other matters. The purpose of that report is 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 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 the Department's internal control over financial reporting and compliance.

**Restriction on Use**

This report is intended solely for the information and use of management of the Department's Juvenile Board, the County, and the Texas Juvenile Justice Department and is not intended to be and should not be used by anyone other than those specified parties.

DOSHIER, PICKENS & FRANCIS, L.L.C.

DOSHIER, PICKENS & FRANCIS, LLC

November 25, 2014



Members of the Board  
Randall County Juvenile Board  
Randall County, Texas

**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***

We 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 Texas Juvenile Justice Department Grant Funds of the Randall County, Texas Juvenile Probation Department, and have issued our report thereon dated November 25, 2014.

**Internal Control over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the Randall County, Texas Juvenile Probation Department's internal control over financial reporting (internal control) to determine the 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 the Randall County, Texas Juvenile Probation Department's internal control. Accordingly, we do not express an opinion on the effectiveness of the Randall County, Texas Juvenile Probation Department'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 entity's financial statements will not be prevented, or detected and corrected on 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 first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

**Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Randall County, Texas Juvenile Probation Department's financial statements are free of 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 determination of financial statement amounts. 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*.

**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.

DOSHIER, PICKENS & FRANCIS, L.L.C.

DOSHIER, PICKENS & FRANCIS, LLC

November 25, 2014

**RANDALL COUNTY JUVENILE PROBATION DEPARTMENT  
TEXAS JUVENILE JUSTICE DEPARTMENT GRANT FUNDS**

**STATEMENT OF REVENUES, EXPENDITURES AND  
CHANGES IN FUND BALANCE BY CONTRACT -  
BUDGET AND ACTUAL (REGULATORY BASIS)**

**FOR THE YEAR ENDED AUGUST 31, 2014**

	GRANT A-14-191			GRANT C-14-191		
	Final Budget	Actual	Variance	Final Budget	Actual	Variance
<b>REVENUES</b>						
TJJD funds	\$ 866,357	\$ 866,357	\$ -	\$ 61,606	\$ 61,606	\$ -
Total Revenues	<u>866,357</u>	<u>866,357</u>	<u>-</u>	<u>61,606</u>	<u>61,606</u>	<u>-</u>
<b>EXPENDITURES</b>						
Salaries and fringe benefits	335,380	335,380	-	-	-	-
Travel	7,000	7,000	-	-	-	-
Operating expenditures	126,468	126,468	-	-	-	-
Inter-county contracts	-	-	-	976	976	-
External contracts	<u>397,509</u>	<u>397,509</u>	<u>-</u>	<u>60,630</u>	<u>60,630</u>	<u>-</u>
Total Expenditures	<u>866,357</u>	<u>866,357</u>	<u>-</u>	<u>61,606</u>	<u>61,606</u>	<u>-</u>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES</b>	-	-	-	-	-	-
<b>FUND BALANCE - BEGINNING OF YEAR</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>FUND BALANCE - END OF YEAR</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**ADDITIONAL INFORMATION:**

Refunds Paid to TJJD  
Subsequent to 08/31/14  
on 10/14/2014

GRANT M-14-191			GRANT N-14-191			GRANT S-14-191		
Final Budget	Actual	Variance	Final Budget	Actual	Variance	Final Budget	Actual	Variance
\$ 55,711	\$ 55,711	\$ -	\$ 153,393	\$ 153,393	\$ -	\$ 9,834	\$ 9,834	\$ -
55,711	55,711	-	153,393	153,393	-	9,834	9,834	-
55,711	55,711	-	143,393	115,770	27,623	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	9,834	9,834	-
-	-	-	10,000	10,000	-	-	-	-
55,711	55,711	-	153,393	125,770	27,623	9,834	9,834	-
-	-	-	-	27,623	(27,623)	-	-	-
-	-	-	-	-	-	-	-	-
\$ -	\$ -	\$ -	\$ -	\$ 27,623	\$ (27,623)	\$ -	\$ -	\$ -
				<u>\$ 27,623</u>				

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

**RANDALL COUNTY JUVENILE PROBATION DEPARTMENT  
TEXAS JUVENILE JUSTICE DEPARTMENT GRANT FUNDS**

**STATEMENT OF REVENUES, EXPENDITURES AND  
CHANGES IN FUND BALANCE BY CONTRACT -  
BUDGET AND ACTUAL (REGULATORY BASIS)**

**FOR THE YEAR ENDED AUGUST 31, 2014**

	GRANT A-13-191				
	Total Budget	Prior Year Activity	Current Year Activity	To Date Activity	Budget Variance
<b>REVENUES</b>					
TJJD funds	\$ 828,284	\$ 828,284	\$ -	\$ 828,284	\$ -
Total Revenues	828,284	828,284	-	828,284	-
<b>EXPENDITURES</b>					
Salaries and fringe benefits	441,843	422,843	-	422,843	19,000
Travel	13,595	13,595	-	13,595	-
Operating expenditures	17,216	17,216	-	17,216	-
External contracts	355,630	310,349	36,797	347,146	8,484
Total Expenditures	828,284	764,003	36,797	800,800	27,484
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES</b>	-	64,281	(36,797)	27,484	27,484
<b>FUND BALANCE - BEGINNING OF YEAR</b>	-	-	64,281	-	-
<b>FUND BALANCE - END OF YEAR</b>	\$ -	\$ 64,281	\$ 27,484	\$ 27,484	\$ 27,484
<b>ADDITIONAL INFORMATION:</b>					
Refunds Paid to TJJD					
Subsequent to 08/31/14					
on 10/14/2014				\$ 27,484	

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

**RANDALL COUNTY JUVENILE PROBATION DEPARTMENT  
NOTES TO FINANCIAL STATEMENT  
AUGUST 31, 2014**

**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The accounting policies of the Randall County Juvenile Probation Department (the Department) conform to accounting principles generally accepted in the United States of America as applicable to governments, except as noted as to basis of accounting. The following is a summary of these significant policies:

**A. SCOPE OF THE REPORTING ENTITY**

The Texas Juvenile Justice Department Grant Funds of Randall County, Texas (the Funds) were established to account for juvenile probation services funded by the Texas Juvenile Justice Department (TJJD) in Randall County, Texas.

The Funds provide separate accountability as required under the State Financial Assistance Contract, by the TJJD. The funds are used to account for each separate program, matching funds and all related expenditures incurred.

**B. BASIS OF ACCOUNTING**

The financial statements were prepared in conformity with the accounting practices prescribed by TJJD, which prescribes policies and procedures for county probation departments, which is a comprehensive basis of accounting other than generally accepted accounting principles. These accounting practices include the following:

- The financial statements are reported using the accrual basis of accounting. Revenues are recorded when all eligibility requirements have been met and expenditures are recorded when incurred.
- The accompanying financial statements do not represent financial statements prepared in accordance with provisions for governmental funds as prescribed by the Governmental Accounting Standards Board.
- The accompanying financial statements are prepared in a format to facilitate uniform financial reporting by county probation departments.

**NOTE 2 – RECONCILIATION OF INTEREST EARNED**

Idle funds were maintained in an interest bearing account. The reconciliation of accrued interest earned on funds received from TJJD is as follows:

	Interest earned TJJD Funds FY 2014	Interest earned Title IV-E Funds FY 2014	Total Interest
Beginning balance, September 1, 2013	\$ -	\$ 127,248	\$ 127,248
Interest accrued on funds received from the period of 09/01/13 - 08/31/14	-	143	143
Total Interest at August 31, 2014	-	127,391	127,391
Minus interest expenditures FY 2014	-	-	-
Transfers for operating expenditures FY 2014	-	(67,832)	(67,832)
Ending Balance, August 31, 2014	\$ -	\$ 59,559	\$ 59,559

**RANDALL COUNTY JUVENILE PROBATION DEPARTMENT  
NOTES TO FINANCIAL STATEMENT  
AUGUST 31, 2014**

**NOTE 3 – OPERATING COSTS FOR SECURED JUVENILE FACILITIES**

The Department operates one secure juvenile facility, Youth Center of the High Plains, which is both a pre-adjudication and post-adjudication facility. The schedule of expenditures for the facility is as follows:

**Operating Costs  
Youth Center of the High Plains  
Pre-Adjudication  
For the Year Ended August 31, 2014**

	TJJD Funding	Local Funding	Total
Salary Related Expenditures	\$ -	\$ 1,753,044	\$ 1,753,044
Student Related Expenditures	-	135,561	135,561
Facility Expenditures	-	135,295	135,295
<b>Total Operating Expenditures</b>	<b>\$ -</b>	<b>\$ 2,023,900</b>	<b>\$ 2,023,900</b>

**Operating Costs  
Youth Center of the High Plains  
Post-Adjudication  
For the Year Ended August 31, 2014**

	TJJD Funding	Local Funding	Total
Salary Related Expenditures	\$ 61,658	\$ 2,212,506	\$ 2,274,164
Student Related Expenditures	4,768	171,091	175,859
Facility Expenditures	4,759	170,755	175,514
<b>Total Operating Expenditures</b>	<b>\$ 71,185</b>	<b>\$ 2,554,352</b>	<b>\$ 2,625,537</b>

TJJD Funding is provided from Grant A-14-191.

**RANDALL COUNTY JUVENILE PROBATION DEPARTMENT  
NOTES TO FINANCIAL STATEMENT  
AUGUST 31, 2014**

**NOTE 4 – OPERATING COSTS FOR NON-SECURED JUVENILE FACILITIES**

The Department operates one non-secure juvenile facility, Next Step House, which is a post-adjudication facility. The schedule of expenditures for the facility is as follows:

**Operating Costs  
Next Step House  
Post-Adjudication  
For the Year Ended August 31, 2014**

	TJJJ Funding	Local Funding	Total
Salary Related Expenditures	\$ 42,725	\$ 201,600	\$ 244,325
Student Related Expenditures	4,622	21,809	26,431
Facility Expenditures	7,936	37,446	45,382
 Total Operating Expenditures	 \$ 55,283	 \$ 260,855	 \$ 316,138

TJJJ Funding is provided from Grant A-14-191.

**NOTE 5 – FEDERAL FINANCIAL ASSISTANCE**

The Texas Juvenile Justice Department administers along with the Texas Department of Family and Protective Services, the Title IV-E Program (CFDA 93.658). TJJJ disburses funds to Randall County on a cost reimbursement basis. A confirmation of revenue receipted in the year ending August 31, 2014 is required and presented below. This includes receipts for direct and enhanced administrative foster care claims.

Title IV-E Federal Receipts Contract Number	Amounts Received (Cash Basis) August 31, 2014
E-13-191	\$ 8,993
E-14-191	19,578
	\$ 28,571

**RANDALL COUNTY JUVENILE PROBATION DEPARTMENT  
 NOTES TO FINANCIAL STATEMENT  
 AUGUST 31, 2014**

**NOTE 6 – FINANCIAL MATCH REQUIREMENTS**

To receive Texas Juvenile Justice Department state funds, the juvenile probation departments are required to certify that the amount of local or county funds expended for juvenile services is at least equal to or greater than the amount spent in the 2006 county fiscal year excluding construction and capital outlay expenses. A confirmation of local funds for the year ended August 31, 2014 is required and presented below:

	<u>Local Funding Expended (less construction and capital outlay)</u>
FY 2014	\$ 3,902,958
FY 2006	2,568,288

The juvenile probation department certified the financial match requirements were fulfilled in FY 2014.

**NOTE 7 – STATE FINANCIAL ASSISTANCE**

The Texas Juvenile Justice Department provided approval for the Department that the Grant A State Assistance Grant funds can be used over a two year period. The following indicates the amounts that are available to be carried forward to the subsequent year and amounts that were expended from prior year contracts.

<u>Contract Number</u>	<u>Amount Carried Forward to Fiscal Year August 31, 2014</u>	<u>Amount Brought Forward From Fiscal Year August 31, 2012</u>
A-13-191	\$ 64,281	
A-12-191		\$ -

**RANDALL COUNTY JUVENILE PROBATION DEPARTMENT  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
FOR THE YEAR ENDED AUGUST 31, 2014**

There were no findings or questioned costs in the current year.

**RANDALL COUNTY JUVENILE PROBATION DEPARTMENT  
SCHEDULE OF PRIOR YEAR FINDINGS AND QUESTIONED COSTS  
FOR THE YEAR ENDED AUGUST 31, 2014**

There were no findings or questioned costs in the prior year.