

***Westmoreland County
Controller***

AUDITING DEPARTMENT

Jeffrey Balzer

County Controller

Audit of

Westmoreland County Prison Inmate and Work Release Funds

Financial Statements – Modified Cash Basis
For the period January 1, 2020 to December 31, 2020

Prepared for

Westmoreland County
Board of Commissioners

Audit of

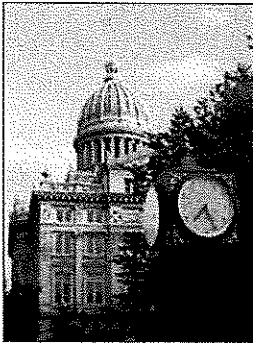
Westmoreland County Prison Inmate and Work Release Funds

Presented by

Jeffrey Balzer
County Controller

And

Westmoreland County Auditing Department



Westmoreland County Controller's Office

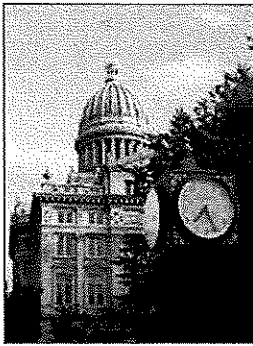
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Phone (724) 830-3115, Fax (724) 830-3134

Jeffrey Balzer, Controller

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On the web at... www.co.westmoreland.pa.us

Westmoreland County Prison Inmate and Work Release Funds
Audit Distribution List
For the period January 1, 2020 to December 31, 2020

1. Bryan Kline, Warden
2. Board of Commissioners
3. Honorable Rita D. Hathaway, President Judge
4. John Peck, Westmoreland County District Attorney
5. James Albert, Westmoreland County Sheriff



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Westmoreland County Prison Inmate and Work Release Funds
For the period January 1, 2020 to December 31, 2020

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Jeffrey Balzer, Controller

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September 7, 2021

Bryan Kline, Warden
Westmoreland County Prison
3000 S. Grande Blvd
Greensburg, PA 15601

Dear Mr. Kline:

Transmitted herewith for your information is a copy of the audit of the Westmoreland County Prison Inmate and Work Release Funds, the purpose of which is to express an opinion on the fairness of the presentation of the financial statements for the period January 1, 2020 to December 31, 2020.

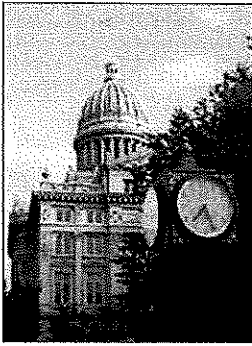
Normally, a formal post audit conference is held at the conclusion of the fieldwork to discuss the results with the auditee. Since there were no findings, a post audit conference is not necessary.

In line with the policy of this office under which all official audit reports are considered to be public information, a report will be released to the news media or general public upon request.

If there are any questions you may have or comments you desire to make concerning this report, please do not hesitate to contact this office.

Sincerely,

Jeffrey Balzer
County Controller



Westmoreland County Controller's Office

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Greensburg, PA 15601
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Independent Auditor's Report

September 7, 2021

Bryan Kline, Warden
Westmoreland County Prison
3000 S Grande Blvd.
Greensburg, PA 15601

Dear Mr. Kline:

We have audited the Statement of Assets, Liabilities and Undisbursed Receipts- Modified Cash Basis, of the Westmoreland County Prison Inmate and Work Release Funds as of December 31, 2020, and the related Statement of Cash Receipts, Disbursements and Balance-Modified Cash Basis for the year then ended, as listed in the Table of Contents, 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 modified cash basis of accounting as described in Note 1; this includes determining that the modified cash basis of accounting is an acceptable basis for the preparation of the financial statements in the circumstances. 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 fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our 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 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 Westmoreland County Prison Inmate and Work Release Funds' 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 Westmoreland County Prison Inmate and Work Release Funds' 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 statements referred to above present fairly, in all material respects, the Statement of Assets, Liabilities, and Undisbursed Receipts-Modified Cash Basis, of the Westmoreland County Prison Inmate and Work Release Funds, as of December 31, 2020 and its Cash Receipts, Disbursements, and Balance-Modified Cash Basis for the year then ended on the basis of accounting as described in Note 1.

Basis of Accounting

We draw attention to Note 1 of the financial statements, which describes the basis of accounting. These financial statements are prepared on the modified cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated September 7, 2021 on our consideration of the Westmoreland County Prison Inmate and Work Release Funds' 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 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 internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

Other Matters

As discussed in Note 1, the financial statements present only the Westmoreland County Prison Inmate and Work Release Funds' agency fund activity for the year ended December 31, 2020, and is not intended to be a complete presentation of the Westmoreland County Prison Inmate and Work Release Funds' financial position or results of operation on the modified cash basis of accounting.

Sincerely,



Jeffrey Balzer
County Controller

Westmoreland County Prison Inmate Fund
Statement of Assets, Liabilities and Undisbursed Receipts-
Modified Cash Basis
As of December 31, 2020

Assets

Cash	\$	<u>13,929.78</u>	
Total Assets			<u><u>13,929.78</u></u>

Liabilities and Fund Balance

Due to Inmates	12,360.65	
Due to County		
Room and Board	1,312.33	
Clerk of Courts	<u>256.80</u>	
Total Liabilities and Fund Balance		<u>\$</u> <u>13,929.78</u>

Note: The accompanying notes are an integral part of the financial statements.

Westmoreland County Prison Inmate Fund
Statement of Cash Receipts, Disbursements and Balance-
Modified Cash Basis
For the Period January 1, 2020 to December 31, 2020

Beginning Cash Balance 12/31/19

Ledger Balance	\$ 23,701.87	
Cash Held For Late Releases	100.00	
Total Cash Balance		23,801.87

Receipts:

Cash Receipts	897,774.47	
Total Cash Receipts		897,774.47

Disbursements:

Canteen Fund Sales	588,533.00	
Room & Board	153,814.60	
Clerk of Courts Fines	109,773.71	
District Court Fines	-	
Releases	41,895.76	
Domestic Relations	4,701.67	
Westmoreland County Treasurer		
Medical	3,957.60	
Damages	453.69	
Inmate Withdrawals	3,630.21	
Other	886.32	
Total Disbursements		907,646.56

Ending Cash Balance 12/31/20

	13,929.78	
Ledger Balance	13,829.78	
Cash Held for Late Releases	100.00	
Ending Cash Balance		\$ 13,929.78

Note: The accompanying notes are an integral part of the financial statements.

Westmoreland County Prison Work Release Fund
Statement of Assets, Liabilities and Undisbursed Receipts-
Modified Cash Basis
As of December 31, 2020

Assets

Cash	\$ _____ -	
Total Assets		-

Liabilities and Fund Balance

Due to Clerk of Courts	-	
Due to Treasurer - Room & Board	-	
Due to Inmate Account - Commissary	-	
Transportation Payments	-	
Family Payments	-	
Total Liabilities and Fund Balance		\$ _____ -

Note: The accompanying notes are an integral part of the financial statements.

Westmoreland County Prison Work Release Fund
Statement of Cash Receipts, Disbursements and Balance-
Modified Cash Basis
For the Period January 1, 2020 to December 31, 2020

Beginning Cash Balance 12/31/19

Ledger Balance	\$ 2,978.25	
Total Cash Balance		2,978.25

Receipts:

Cash Receipts	38,091.93	
Total Cash Receipts		38,091.93

Disbursements:

Westmoreland County Clerk of Courts	20,447.10	
Inmate Fund - Room and Board	5,362.81	
Canteen Fund - Commissary	962.04	
Transportation	500.00	
Family	13,798.23	
Total Disbursements		<u>41,070.18</u>

<u>Ending Cash Balance 12/31/20</u>	\$ <u> -</u>
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Note: The accompanying notes are an integral part of the financial statements.

Westmoreland County Prison Inmate and Work Release Funds
Notes to the Financial Statements
For the period January 1, 2020 to December 31, 2020

Note # 1: Nature of Entity and Summary of Significant Accounting Policies

The Reporting Entity-The financial statements present only the agency fund account of the Westmoreland County Prison Inmate and Work Release Funds for the year ended December 31, 2020 on the modified cash basis of accounting, and is not intended to be a complete presentation of the fund's financial position or results of operation on the modified cash basis of accounting.

Basis of Accounting - The books and records of the Westmoreland County Prison Inmate and Work Release Funds are maintained on the modified cash basis of accounting and, therefore, the financial statements presented herein do not purport to present the results of operations in conformity with accounting principles generally accepted in the United States of America.

Receipts, which include monies received as a result of inmate deposits, are recorded when actually received. Disbursements, which include payments to County agencies and individuals, are recorded when paid, rather than when incurred.

The Westmoreland County Prison Inmate and Work Release Funds recognize undisbursed receipts held for future payment to individuals, businesses, and other governmental entities when cash is received.

As previously stated, the modified cash basis of accounting differs from accounting principles generally accepted in the United States of America. Under accounting principles generally accepted in the United States of America, revenues are recognized in the period they are earned and expenditures are recognized in the period they are incurred which gives effect to accounts receivable, accounts payable and accrued items.

Note 2: Work Release Bank Account:

The Work Release account was opened on September 12, 2001 for the deposit of Work Release paychecks receipted in the Work Release section, and for distribution of funds per the administrative court order.

At December 31, 2020, the Westmoreland County Prison Inmate Fund's Checking account had a carrying value of \$13,829.78 and a bank balance of \$28,158.49. The Inmate Fund balance held for late releases totaled \$100.00.

The Work Release Fund had a carrying value of \$0.00 and a bank balance of \$74.67. All balances were covered by federal depository insurance.

Westmoreland County Prison Inmate and Work Release Funds
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

September 7, 2021

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 Westmoreland County Prison Inmate and Work Release Funds, as of and for the year ended December 31, 2020, and the related notes to the financial statements, and have issued our report thereon dated September 7, 2021.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Westmoreland County Prison Inmate and Work Release Funds' 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 the Prison Inmate and Work Release Funds' internal control. Accordingly, we do not express an opinion on the effectiveness of the Prison Inmate and Work Release Funds' 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 statement(s) 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 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.

Westmoreland County Prison Inmate and Work Release Funds
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
(Continued)

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Westmoreland County Prison Inmate and Work Release Funds' 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*.

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 Westmoreland County Prison Inmate and Work Release Funds' internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Westmoreland County Prison Inmate and Work Release Funds' internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Sincerely,



Jeffrey Balzer
County Controller