



OHIO AUDITOR OF STATE
KEITH FABER



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Medicaid Contract Audit
88 East Broad Street
Columbus, Ohio 43215
ContactMCA@ohioauditor.gov
(614) 466-3340

Independent Accountants' Report on Applying Agreed-Up Procedures

Ohio Department of Developmental Disabilities
30 East Broad Street
Columbus, Ohio 43215

We have performed the procedures enumerated below, which were agreed to by the Ohio Department of Developmental Disabilities (the Department), on the disbursements recorded in the County Board Cost Report System (Cost Report) of the North East Ohio Network Council of Governments (COG) for the year ended December 31, 2019 and certain compliance requirements. The COG's management is responsible for the financial data in the Cost Report for the year ended December 31, 2019 and certain compliance requirements. The sufficiency of these procedures is solely the responsibility of the Department. Consequently, we make no representation regarding the sufficiency of the procedures enumerated below either for the purpose for which this report has been requested or for any other purpose.

Trial Balance and Non-Payroll Expenditures

1. We compared the non-payroll disbursements on the General Ledger for cost categories that contribute to Medicaid rates to the *COG Reconciliation* form and the *COG Master and County Expenditures* forms. There were no variances exceeding \$500.
2. We compared the total non-payroll disbursements on the General Ledgers to the total disbursements on the *Summary of Expenditures* and to DODD's Guide to Preparing Cost Report for Council of Government (Cost Report Guide). There were no variances exceeding \$500.
3. We selected 60 disbursements from the service contracts and other expenses in cost categories that contribute to Medicaid rates. We compared the COG's supporting documentation and compared the cost classification to DODD's Guide to Preparing Cost Report for Council of Government and the County Boards (Cost Report Guides) and 2 CFR 200.420 - .475. There were variances over \$500 and non-federal reimbursable costs over \$500 as reported in the Appendix.

Payroll Testing

1. We compared the payroll disbursements on the Employee Earnings Record, General Ledger and Payroll Allocation reports to the *COG Master and County Expenditures* forms. There were variances exceeding two percent as reported in the Appendix.
2. We scanned the Payroll Allocation and Employee Earnings Record reports and compared the classification of employees to the *COG Master and County Expenditure* forms and to the Cost Report Guides. There was one variance as reported in the Appendix.

Medicaid Administrative Claiming (MAC)

1. We compared the actual salaries and benefits for the Random Moment Time Study (RMTS) participants on the Employee Earnings Record and Benefits reports during the second quarter to the MAC salaries and benefits submitted on the Cost by Individual Report. We verified that the actual salaries and benefits exceeded MAC salary and benefits costs.
2. We requested supporting documentation for 11 RMTS observed moments selected by DODD for the second quarter and determined if the supporting documentation contained the participant's name, date and time of the moment and the activity performed. No supporting documentation was submitted for two of the 11 moments and, for one moment, the supporting documentation did not contain the date, time or activity performed.

For the eight moments with supporting documentation. We compared the Medicaid rate that corresponds to the documented activity to the Guide to Medicaid Administrative Claiming (MAC) using the Random Moment Time Studies (RMTS) Methodology for 2019. There were no variances.

This agreed-upon procedures engagement was conducted in accordance with the American Institute of Certified Public Accountants' attestation standards. We were not engaged to and did not conduct an examination or review, the objective of which would be the expression of an opinion or conclusion, respectively, on the Cost Report and compliance with certain requirements and regulations. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is to provide assistance to the Department in the evaluation of the COG's financial data recorded in the Cost Report for the year ended December 31, 2019, and certain compliance requirements and is not suitable for any other purpose.



Keith Faber
Auditor of State
Columbus, Ohio

May 9, 2021

Appendix
North East Ohio Council of Government
(NEON) 2019 COG Cost Report Adjustments

	Reported Amount	Correction	Corrected Amount	Explanation of Correction
NEON COG				
Indirect Cost COG				
Service Contracts	\$ 115,111	\$ (775)	\$ 114,336	To reclassify building expenses for sign and door lettering for new offices.
Other Expenses	\$ 128,675	\$ (900)		To reclassify building service contract expenses for HVAC.
		\$ (559)	\$ 127,216	To reclassify building service expense for AC repair.
Building Services Cost COG				
Service Contracts	\$ -	\$ 900		To reclassify building service contract expenses for HVAC.
		\$ 775	\$ 1,675	To reclassify building expenses for sign and door lettering for new offices.
Other Expenses	\$ 66,946	\$ 559	\$ 67,505	To reclassify building service expense for AC repair.
Columbiana County				
Other Program				
Direct Services COG Expenses				
Non-Federal Reimbursable	\$ 16,369	\$ (16,351)	\$ 18	To reconcile to actual costs.
Lake County				
Other Program				
Direct Services COG Expenses				
Community Residential	\$ 87,532	\$ 1,133	\$ 88,665	To reconcile to actual costs.
Lorain County				
Adult Program				
Adult Program COG Expenses				
Enclave	\$ 1,197	\$ (1,197)	\$ -	To reclassify benefit analysis employee
Other Program				
Direct Services COG Expenses				
Community Residential	\$ -	\$ 1,197	\$ 1,197	To reclassify benefit analysis employee
Medina County				
Other Program				
Direct Services Service Contracts				
Non-Federal Reimbursable	\$ 132	\$ 959	\$ 1,091	To reconcile to actual costs
Richland County				
Adult Program				
Transportation COG Expenses				
Facility Based Services	\$ -	\$ 688		To reclassify transportation expense
		\$ 1,998	\$ 2,686	To reclassify transportation expense
Adult Program COG Expenses				
Facility Based Services	\$ 1,218,692	\$ (876)		To reclassify special olympic expense
		\$ (688)		To reclassify transportation expense
		\$ (1,998)		To reclassify transportation expense
		\$ (1,000)	\$ 1,214,130	To reclassify sponsorship expenses as non-federal reimbursable costs.
Other Program				
Direct Services COG Expenses				
Community Residential	\$ 178,107	\$ 876	\$ 178,983	To reclassify special olympic expense
Direct Service Service Contracts				
Non-Federal Reimbursable	\$ -	\$ 1,000	\$ 1,000	To reclassify sponsorship expenses as non-federal reimbursable costs.

**Appendix
North East Ohio Council of Government
(NEON) 2019 COG Cost Report Adjustments**

	Reported Amount	Correction	Corrected Amount	Explanation of Correction
Stark County				
Adult Program				
Transportation COG Expenses				
Facility Based Services	\$ 3,553	\$ 3,109	\$ 6,662	To reclassify transportation expense
Adult Program COG Expenses				
Facility Based Services	\$ 8,571	\$ (3,109)	\$ 5,462	To reclassify Transportation expense
Summit County				
Other Program				
Direct Services Service Contracts				
Non-Federal Reimbursable	\$ 1,091	\$ (959)	\$ 132	To reconcile to actual costs.
Trumbull County				
Other Program				
Direct Services Service Contracts				
Non-Federal Reimbursable	\$ 1,014	\$ 15,355	\$ 16,369	To reconcile to actual costs.

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NORTH EAST OHIO NETWORK

MAHONING COUNTY

AUDITOR OF STATE OF OHIO CERTIFICATION

This is a true and correct copy of the report, which is required to be filed pursuant to Section 117.26, Revised Code, and which is filed in the Office of the Ohio Auditor of State in Columbus, Ohio.



Certified for Release 5/20/2021

88 East Broad Street, Columbus, Ohio 43215
Phone: 614-466-4514 or 800-282-0370

This report is a matter of public record and is available online at
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