

*Financial Statements*

Hudson Regional Health Commission

December 31, 2013

**HUDSON REGIONAL HEALTH COMMISSION  
AUDIT REPORT  
DECEMBER 31, 2013**

**CONTENTS**

	<u><b>PAGE</b></u>
 <u><b>FINANCIAL STATEMENTS</b></u>	
Independent Auditor's Report	1-2
Management's Discussion and Analysis	3-6
Funds Balance Sheet/Statement of Net Assets	7
Statement of Government Fund Revenues, Expenditures and Changes in Fund Balances/Statement of Activities	8
Statement of Cash Flows	8
Notes to Financial Statements	10-17
 <u><b>SUPPLEMENTARY INFORMATION</b></u>	
Budgetary Comparison Schedules	18-20
Schedule of Grants & Contracts Receivable	21
Schedule of Accounts Receivable Municipalities	22
Schedule of Federal and State Financial Assistance	23
Schedules of Grant Expenditures, December 31, 2013	24-34
 <u><b>INDEPENDENT AUDITOR'S REPORTS</b></u>	
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	35-36
Report on Compliance With Requirements Applicable to Each Major Program and Internal Control Over Compliance In Accordance With OMB Circular A-133	37-38
Schedule of Findings and Questioned Costs for the Year Ended December 31, 2013	39-42



# DeSena & Company

Certified Public Accountants, LLC

100 Eagle Rock Avenue, Suite 110  
East Hanover, NJ 07936  
(973) 602-3300  
Fax (973) 602-3317

## INDEPENDENT AUDITOR'S REPORT

To the Board of Commissioners  
Hudson Regional Health Commission  
Secaucus, NJ 07628

### Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities of Hudson Regional Health Commission (Hudson), as of and for the year ended December 31, 2013, and the related notes to the financial statements, which collectively comprise Hudson'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

Our responsibility is to express opinions 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 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 opinions.

### Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities of Hudson, as of December 31, 2013, and the respective changes in financial position, and, where applicable, cash flows 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 3-6 and 18-34 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. We 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 our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

#### *Other Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise Hudson's basic financial statements. The Schedule of Expenditures of Federal and State Financial Awards is presented for purposes of additional analysis and are not a required part of the basic financial statements by U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, and is also not a required part of the basic financial statements.

The combining and individual nonmajor fund financial statements and the schedule of expenditures of federal awards are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual nonmajor fund financial statements and the schedule of expenditures of federal awards are fairly stated in all material respects in relation to the basic financial statements as a whole.

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

In accordance with *Government Auditing Standards*, we have also issued our report dated August 29, 2014 on our consideration of Hudson's 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* in considering Hudson's internal control over financial reporting and compliance.



DeSena & Company

East Hanover, New Jersey

August 29, 2014

HUDSON REGIONAL HEALTH COMMISSION  
MEADOWVIEW COMPLEX  
595 COUNTY AVENUE, BUILDING 1, SECAUCUS, NEW JERSEY 07094  
TEL. (201) 223-1133 FAX (201) 223-0122

Richard J. Censullo, President

Carrie Nawrocki, Executive Director

**Managements Discussion and Analysis Report**

The purpose of this statement is to provide management's perspective on the status and fiscal viability of the Commission. It should be read in conjunction with the full text of the annual audit report.

**Authority**

The commission is a duly authorized governmental agency established and operating under NJSA 26:3-83 et. seq. It is governed by a Board of Commissioners which under NJSA 26:3-92 has the functional authority of a local board of health, including legislative powers to adopt ordinances. The Commission's regional ordinances are applicable to all member municipalities and are enforced by the court of local jurisdiction.

**Board of Commissioners**

Each of the twelve municipalities of Hudson County is represented by a Commissioner having a single vote. As a public body, the Board meets on a regular basis to set Commission policy, take legislative actions, adopt and/or amend an annual budget and take other appropriate actions. All meetings are duly advertised in accordance with the NJ Open Public Meetings Act.

**Management-Staffing**

The Commission's Executive Director functions as the CEO and is in full charge of all Commission operations. The Commission has on staff a Chief Financial Officer who holds a license as a Certified Municipal Financial Officer.

The Commission staff presently comprises twenty four professional/administrative employees with diverse education, training, and experience in public/environmental health.

**Programs and Services**

The Commission is a regulatory agency with jurisdiction in three general areas:

Environmental Health  
Public Health  
Mosquito Control

In addition, the Commission provides to certain municipalities related contractual services such as elevated blood lead level investigations (EBL).

Environmental Health Programs include those specified under the County Environmental Health Act (CEHA) (NJSA 26:3A2-21 et. seq.) and the Air Pollution Control Act (NJSA 26:2C-1 et. seq.).

Public health services performed pursuant to our designation by the NJDOH as the 'LINCS' Agency for Hudson County include a vast array of functions primarily related to bioterrorism preparedness and response to public health emergencies.

"SERVING BAYONNE, EAST NEWARK, GUTTENBERG, HARRISON, HOBOKEN,  
JERSEY CITY, KEARNY, NORTH BERGEN, SECAUCUS,  
UNION CITY, WEEHAWKEN, WEST NEW YORK."

The mosquito control program consists of surveillance and control related activities directed at the identification and attenuation of mosquito populations throughout the County.

All of the foregoing programs are conducted in conjunction with both local and state agencies and are subject to extensive reporting requirements.

### **Financial Status and Assessment of Long Term Operational Liability**

The Commission's operational model is somewhat more like a business enterprise than a typical governmental agency. While it is in fact a duly authorized governmental agency, it does not exist by statutory mandate; rather, it functions as a discretionary vendor of services to contracting governmental units such as its member municipalities, the County of Hudson, NJDEP, and NJDOH. Each relationship is subject to termination on a year to year basis; thus, the viability of the Commission is a function of at least two factors: delivery of a quality service and the annual allocation of available resources by contracting units.

The Commission is able to attain certain economies through the regionalization of services. While this enables the Commission to provide cost efficient programs and services, it has the downside of requiring a critical level of participation in order to sustain such efficiencies.

By Statute a regional health commission is authorized to receive funds from any source. Since 1974, the Commission has operated a registration/permit system which generates revenue from sources of air pollution throughout the County. In its original form, the system was adopted by ordinance for purposes of generating the revenue necessary to continue operations as member municipalities were unable to increase contributions at levels sufficient to meet basic program needs. At the time, the revenue system was strongly supported by the NJDEP as an appropriate and efficient means of program support.

Prior to 1995, the Commission was able to increase fee levels as additional funds were required. However, in 1995, there was a radical change in sentiment at the state level as to how and to what extent fee based revenue systems should be operated. Ultimately, in 1995, amendments to the NJ Air Pollution Control Act placed statutory limits on the ability of local, county and regional agencies to charge new fees or increase those in place as of June 15, 1995.

Fees are billed on a standard five year cycle and are accounted for as deferred revenue which is amortized against current revenue on an annual basis. Funds not needed for current operations are invested in the NJ Cash Management Fund.

As of 12/31/13, the Commission's fund balance of the Consolidated Funds was \$479,591 and unamortized deferred revenue, \$697,420.

### **Projections and Critical Issues**

Over the past several years the Commission has dramatically increased its scope of activities. In addition to increased demands on our CEHA Program such as an increased workload from the NJDEP (UST and ER) we have both LINC/S/BT Programs (inclusive of Jersey City), and Mosquito Control. We have a variety of revenue sources, authority and jurisdictions, but with great and growing responsibility and challenging fiscal vulnerabilities. If we include each municipality, our 2013 budget includes over twenty independent sources of

revenue, each to varying degrees vulnerable to abrupt discontinuance. The Commission will not attain a level of stability normally associated with traditional governmental entities, unless it becomes part of an established level of government, such as the County.

The agency's fiscal issues are somewhat unique as is its organizational structure. An autonomous governmental agency, it functions in large part like a commercial enterprise. It has neither the ability to raise taxes nor a statutory mandate to exist. It acts as a legislatively-certified contractor providing an array of public/environmental health services to other levels of government, thus the aforementioned multitude of revenue sources. Beginning as exclusively an air pollution control agency some forty years ago, it has survived only through program expansion, cost efficiency, rigorous fiscal management and the delivery of quality services.

Efficient and effective fiscal management has been most critical to its very viability, particularly management of its reserve account which has been judiciously utilized in virtually every year of the Commission's existence to bridge the budgetary gap between current revenues and appropriations. In the absence of this mechanism the Commission would have ceased to effectively operate decades ago. Unrestricted reserves must be maintained at a level sufficient to assure budgetary integrity far enough in to the future to maintain the agency's status as a "going concern" sufficiently funded to minimize any possibility for discontinuation of essential services. The formula for sustaining the Commission in the past will not change going forward as economic challenges become even more pronounced across all levels of the public sector.

Cost cutting has already begun with the unfortunate reduction in force of two part time employees in 2011. Legislative changes at the state level have resulted in increased contributions toward medical and pension benefits at both the state and local level. The State has also taken measures to permit local agencies to raise the retirement age of employees to reduce the overall cost of post-retirement medical benefits by more closely coordinating with Medicare coverage which substantially reduces the cost of premiums. This option remains available to the Commission for evaluation.

In anticipation of rising costs for medical benefits the Board took a major action in 2005 by discontinuing the post-retirement medical benefit for new employees hired after January 1 2005, thus permanently capping its liability in terms of eligible employees. It should be noted that to its credit in an effort to utilize highly conservative fiscal practices, the Commission has established a reserve fund for post-retirement medical benefits. By prevailing accounting standards it is not required to so: rather it is required only to reflect the liability in the notes to the audit report.

By joining a Joint Insurance fund (JIF), savings of approximately fifty percent was realized on ever escalating insurance premiums.

In 1996 the Commission was able to negotiate an arrangement with the County for office space which by some estimates has a value of \$250,000/year. Attrition has long been an integral component to the Commission's long term fiscal plan and has in fact begun to manifest with the retirement of the Assistant Director in 2010 and the Executive Director in 2011. Both of these positions were filled by promotions from within the organization; doing more with less will be a necessity in the years ahead. Additionally, in 2012 one position was left vacant upon retirement of an employee. The work and grant requirements were met with current employees. Other cost cutting measures in the past few years included a cap on overtime, reduction in the longevity stipend for employees, as well as using current staff across programs to meet the need of hiring an additional seasonal employee for the mosquito program.

As has been referenced in previous reports and again above, the Commission is independent of county, state or local government. It has no ability to raise taxes or even increase its fees. Most of its revenue derives from grants, contracts, fees, and municipal subscriptions based upon a Joint Agreement, most of which are either capped or decreasing in both nominal and real terms. Fiscal management will continue to be the primary challenge of the Commission. This year we have updated our contract with the County to more fully fund the Statutory mandate of the County Environmental Health Act (26:3A2-21 et seq.)

### **Contacting the Commission's Management**

This financial report is designed to provide a general overview of the Commission's finances, comply with finance-related laws and regulations, and demonstrate the Commission's commitment to public accountability. If you have questions about this report or would like to request additional information, contact the Commission's Executive Director Carrie Nawrocki, at Meadowview Complex, 595 County Avenue, Building 1, Secaucus, New Jersey, 07094.



**HUDSON REGIONAL HEALTH COMMISSION  
FUNDS BALANCE SHEET / STATEMENT OF NET ASSETS  
DECEMBER 31, 2013**

	General Fund	Environmental Quality Enforcement Fund	Penalty Enforcement Fund	Adjustments	Statement of Net Assets
<b><u>Assets</u></b>					
Cash & Equivalents	\$ 311,892	\$ 7,502			\$ 319,394
Cash Management Fund	1,929,168	170,365	\$ 96,780		2,196,313
Accounts Receivable Grants & Contracts	176,121				176,121
Accounts Receivable Municipalities	104,595				104,595
Accounts Receivable Fines		2,534,491			2,534,491
Due From General Fund	(14,000)	14,000			-
Capital Assets net of Accumulated Depreciation (Note 10)				107,185	107,185
					-
					-
<b>Total Assets</b>	<b><u>\$ 2,507,776</u></b>	<b><u>\$ 2,726,358</u></b>	<b><u>\$ 96,780</u></b>	<b><u>\$ 107,185</u></b>	<b><u>\$ 5,438,099</u></b>
<b><u>Liabilities &amp; Reserves</u></b>					
Accounts Payable	\$ 120,560				120,560
Accrued Salaries	2,038				2,038
Payroll Taxes & Deductions Payable	13,230				13,230
Unearned Registration Fees	697,420				697,420
Unearned Notice Violations		\$ 2,534,491			2,534,491
Reserve Post Retirement Benefits	946,874				946,874
Reserve for Expenditures HCIA Equipment	7,845				7,845
Reserve Expend CRI	207,857				207,857
Advances MRC Grant	3,899				3,899
Advance NJ Lead Grant	6,250				6,250
Advance NJ CDC 2013/14	9,963				9,963
Due FEMA	12,249				12,249
Due Hudson County Improvement Authority		133,646			133,646
					-
<b>Total Liabilities &amp; Reserves</b>	<b><u>\$ 2,028,185</u></b>	<b><u>\$ 2,668,137</u></b>	<b><u>\$ -</u></b>		<b><u>\$ 4,696,322</u></b>
<b><u>Fund Balances / Net Assets</u></b>					
Unreserved	\$ 479,591			\$ 107,185	\$ 586,776
Reserved		\$ 58,221	\$ 96,780		\$ 155,001
<b>Total Liabilities &amp; Fund Balances</b>	<b><u>\$ 2,507,776</u></b>	<b><u>\$ 2,726,358</u></b>	<b><u>\$ 96,780</u></b>	<b><u>\$ 107,185</u></b>	<b><u>\$ 5,438,099</u></b>
<b>Net Assets:</b>					
Invested in Capital Assets					\$ 107,185
Unrestricted General Fund					479,591
Restricted Penalty Enforcement					96,780
Restricted EQEF Fund					58,221
<b>Total Net Assets</b>					<b><u>\$ 741,777</u></b>

See accompanying notes to financial statements.

**HUDSON REGIONAL HEALTH COMMISSION  
STATEMENT OF GOVERNMENT FUND REVENUES, EXPENDITURES  
AND CHANGES IN FUND BALANCES / STATEMENT OF ACTIVITIES  
YEAR ENDED DECEMBER 31, 2013**

	Environmental Activities	Public Health Activities	(EQEF) Environmental Activities	Total	Adjustments Note A	Statement of Activities
<b>Revenues</b>						
Registrations	\$ 348,730					
Municipal	219,860					
USEPA	96,292					
RTK	17,575					
NJDEPCHEA	259,420					
NJ Lead Program	25,000					
EQEF			\$ 57,450			
HCIA	133,269					
County	1,110,971					
EBL Municipal	9,350					
Interest	585					53
Miscellaneous	20,384					
Ironman Foundation/NACCHO		\$ 604				
Rutger University		7,500				
Jersey City Lead	681					
CDC 2013/2014		472,452				
<b>Total</b>	<b>\$ 2,242,117</b>	<b>\$ 480,556</b>	<b>\$ 57,503</b>	<b>\$ 2,780,176</b>		<b>\$ 2,780,176</b>
<b>Expenses</b>						
Personnel	\$ 2,062,608					
Office	19,783		\$ 36			
Travel	25,400					
Contractual	60,864					
Equipment	14,023					
Other	21,446					
Grants & Contracts for Services:						
Ironman Foundation		\$ 605				
Rutgers		7,500				
CDC X & XI		472,451				
Depreciation					\$ 59,960	
Capital Outlay					(23,905)	
<b>Total</b>	<b>\$ 2,204,104</b>	<b>\$ 480,556</b>	<b>\$ 36</b>	<b>2,684,696</b>	<b>\$ 36,055</b>	<b>2,720,751</b>
<b>Excess Revenues(Expenditures)</b>	<b>\$ 38,013</b>	<b>\$ -</b>	<b>\$ 57,467</b>	<b>\$ 95,480</b>	<b>\$ (36,055)</b>	<b>\$ 59,425</b>
<b>Changes in Net Assets</b>						
Fund Balances/Net Assets:						
Beginning of Year						682,298
Transfer from EQEF to General Fund						(179,000)
Transfer general Fund from EQEF						179,000
Interest Income Penalty Enforcement						54
<b>End of Year</b>						<b>\$ 741,777</b>

See accompanying notes to financial statements.

**HUDSON REGIONAL HEALTH COMMISSION  
STATEMENT OF CASH FLOWS  
DECEMBER 31, 2013**

Cash Flows From Operating Activities:		
Excess of Revenues over Expenditures		\$ 59,425
Interest Income Penalty Enforcement		54
Adjustments to reconcile Excess of Revenues Over Expenditures to Net Cash Provided by Operating Activities:		
Increase Post Retirement Benefits	\$ 532	
Decrease in Receivables	152,561	
Decrease in Accounts Payables	(18,521)	
Increase in Payroll Taxes & Deductions	602	
Decrease in Unearned Registration Fees	(258,341)	
Decrease Payable HCIA	(158,016)	
Depreciation	59,960	
Increase in Accrued Salaries	204	
Decrease in Reserves	(24)	
Decrease Advance Grant Payments	(37,155)	
Additions to Fixed Assets	(23,905)	
Increase Due FEMA	12,249	
		<u>(269,854)</u>
Net Cash Used by Operating Activities		<u>\$ (210,375)</u>
Net Decrease in Cash & Cash Equivalents		\$ (210,375)
Cash - Beginning of Period		<u>2,726,082</u>
Cash - End of Period		<u><u>\$2,515,707</u></u>

See accompanying notes to financial statements.

**Hudson Regional Health Commission  
Notes to Financial Statements  
December 31, 2013**

Note 1

The financial statements of the Commission are prepared in accordance with generally accepted accounting principals (GAAP). Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows.

Governmental fund financial statements report using the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual, i.e., both measurable and available. Available means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures are recorded when the related program liability is incurred.

Note 2

Agreement with Hudson County Improvement Authority (HCIA)

On January 1, 2010, Hudson Regional Health Commission entered into an agreement for a period of seven years with HCIA to develop, revise as necessary and supervise implementation of the solid waste component of the approved County Environmental Health Act Environment Work Plan. HCIA or recipient shall pay to Hudson Regional Health Commission \$121,959 annually. The \$121,959 component of the above compensation shall increase annually by 3.0% during the duration of this agreement. Any party to this contract may unilaterally withdraw from this agreement upon sixty (60) days written notice to all other parties.

Note 3

Registration and Certification Fees are recognized ratably over the registration period from January 1, 2011 to December 31, 2015. Registration fees collected during the twelve month period of January 1, 2013 to December 31, 2013 were collected for the 2011 registration period and income was recognized thru December 31, 2013.

Note 4

Substantially all of the Commission's employees participate in the Public Employee's Retirement System (PERS). This system is sponsored and administered by the New Jersey Division of Pensions and Benefits. The Public Employee Retirement System is considered a cost sharing multiple employer plan. The contribution policy is set by New Jersey State Statutes and contributions are required by active members and contributing employers. Plan member and employer contributions may be amended by State of New Jersey legislation. PERS provides for employee contribution of 6.92% starting with the

**Hudson Regional Health Commission  
Notes to Financial Statements  
December 31, 2013**

Note 4 (Continued)

payroll of 7/1/14 of employees annual compensation, as defined. Employers are required to contribute at an actuarially determined rate in PERS. The actuarially determined contribution includes funding for the cost-of-living adjustments and noncontributory death benefits. The commission offers a 457(b) Deferred Compensation Plan to its employees. Under this plan employee contributions are made pre-tax and are accumulated tax deferred. The plan is administered by Valic Retirement Services, and AXA Equitable.

Note 5

On August 29, 1997, Hudson Regional Health Commission entered into an Interlocal Service Agreement with the Town of Secaucus. The term of this agreement is from July 1, 1997 to December 31, 2002. The agreement is currently under negotiation for renewal. Under the ordinance entitled "The Air Pollution Code of Hudson Regional Health Commission" owners and/or operators of air contamination sources operating within the jurisdiction of the Commission must file their registration at the offices of the Commission located in Secaucus, New Jersey. Owners who fail to register air contamination sources are subject to fines and penalties. The Commission for the term of this agreement shall institute and prosecute violations of the Ordinance in the Municipal Court of the town of Secaucus. The town of Secaucus shall collect all fines associated with the violations of the Ordinance. At this time it has not been determined as to the amount to be paid to the commission for violations.

Note 6

Separation Agreement with D. Drake

In the meeting of March 28, 2003, the Commission approved the Separation agreement with D. Drake. This agreement awarded her lifetime medical benefits upon retirement from PERS under the Commissions Rules and Regulations Governing Employment. In consideration for this benefit, she would relinquish her right to payment for a certain portion of her unused sick leave.

**Hudson Regional Health Commission  
Notes to Financial Statements  
December 31, 2013**

Note 7

On 6/3/13, a lease agreement was entered into with the Xerox Capital Services for a Xerox 5845 Copier. The total payments under this lease are:

<u>Months</u>	<u>Monthly Rental</u>	<u>Total Payments</u>
48	\$171.20	\$8,209

Note 8

In the normal course of operations the Commission receives grant funds from various federal and state agencies. The grant programs are subject to audit by agents of the granting authority to ensure compliance with conditions precedent to the granting of funds. Any liability for reimbursement which may arise as the result of these audits is not believed to be material.

Note 9

Line of Credit

On February 1, 2005 the Commission established a Variable Rate Nondisclosable Revolving Line of Credit with PCNC Bank, National Association in the amount of \$200,000. The primary purpose of the line is for Working Capital. The rate of interest is calculated by using the highest Prime Rate as published in the "Money Rates" section of the Wall Street Journal plus the margin of 1%. The line of Credit was renewed on February 1, 2014, with an expiration date of February 1, 2015.

**Hudson Regional Health Commission  
Notes to Financial Statements  
December 31, 2013**

Note 10

Capital Assets

When Capital Assets (equipment) that are to be used in governmental activities are purchased, the cost of those assets are reported as expenditures in government funds. However, the statement of net assets includes those capital assets among the assets of the Commission.

Capital assets have been recorded at cost, and assets are depreciated over their normal useful lives, using the straight-line method of depreciation:

	Net Balance 12/31/12	Additions 2013	Net Balance 12/31/13
Cost of Capital Assets	\$1,203,260	\$23,905	\$1,227,165
Accumulated Depreciation	<u>1,060,020</u>	<u>59,960</u>	<u>1,119,980</u>
Total	\$143,240	\$(36,055)	\$107,185

Note 11

Vacation/Comp Time

The Commission does not have the policy of accruing for unused vacation ,comp time, or sick leave. As of December 31, 2013 the amounts earned but not paid amounted to approximately :

Sick Time	\$359,813
Comp Time	4,174
Vacation Time	<u>52,151</u>
Total	<u>\$416,138</u>

Note 12

In June of 1999, the Governmental Accounting Standards Board (GASB) issued Statement 34 "Basic Financial Statements and Management's Discussion and Analysis for State and Local Governments". This Statement establishes new financial reporting requirements for state and local governments throughout the United States. The Commission adopted GASB Statement 34 for the year ended 12/31/04.

**Hudson Regional Health Commission**  
**Notes to Financial Statements**  
**December 31, 2013**

**Note 13**

**Contracts for Service and Grant Agreement Contracts**

The Commission has entered into Contracts for Services with:

MUNICIPAL	1/1/14-12/31/14	219,860.00
USEPA/CEHA 2012/2013	1/1/14-6/30/14	48,146.00
USEPA/CEHA 2013/2014	07/01/14-12/31/14	48,146.00
CEHA/UST	1/1/14-12/31/14	52,500.00
CEHA/NJDEP	1/1/14-12/31/14	196,470.00
CEHA/IDLING	1/1/14-12/31/14	10,000.00
RTK 2012/2013	1/1/14-6/30/14	8,788.00
RTK 2013/2014	07/01/14-12/31/14	8,787.00
HCIA	1/1/14-12/31/14	137,267.00
COUNTY	1/1/14-12/31/14	1,333,165.00
EBL: Bayonne 2012/2013	1/1/14-6/30/14	900.00
EBL: Bayonne 2013/2014	07/01/14-12/31/14	900.00
Harrison 2012/2013	1/1/14-07/31/14	350.00
Harrison 2013/2014	8/1/14-12/31/14	250.00
Hoboken 2012/2013	1/1/14-05/31/14	250.00
Hoboken 2013/2014	07/01/14-12/31/14	350.00
Kearny 2012/2013	1/1/14-02/28/14	200.00
Kearny 2013/2014	3/1/14-12/31/14	1,000.00
N. Bergen 2012/2013	1/1/14-02/28/14	500.00
N. Bergen 2013/2014	3/1/14-12/31/14	100.00
Union City 2012/2013	1/1/14-02/28/14	1,200.00
Union City 2013/2014	3/1/13-12/31/14	6,000.00
West New York 2012/2013	1/1/14-1/31/14	250.00
West New York 2013/2014	2/2/14-12/31/14	2,750.00
EQEF	1/1/14-12/31/14	36,000.00
DEFERRED REVENUE R&C	1/1/14-12/31/14	341,000.00
MISC. REVENUE	1/1/14-12/31/14	8,000.00
MRC 2014	1/1/14-7/31/14	3,500.00
MRC RESERVE	1/1/14-12/31/14	3,901.00
CDC 2013/2014	1/1/14-6/30/14	144,994.00
CRI-CDC 2013/2014	1/1/14-6/30/14	55,385.00
HPP 2013/2014	1/1/14-6/30/14	3,592.00
CDC-CHIP 2013/2014	1/1/14-6/30/14	88,082.00
STATE LEAD GRANT 2012/2013	1/1/14-6/30/14	12,500.00
STATE LEAD GRANT 2013/2014	07/01/14-12/31/14	12,500.00
HCIA EQEF RESEVE	1/1/14-12/31/14	7,845.00
TOTAL		<u>2,795,428.00</u>



**Hudson Regional Health Commission  
Notes to Financial Statements  
December 31, 2013**

Note 14

Equipment Loan- State of NJ Dept. of Health & Senior Svcs.

On June 24, 2004, the Commission entered into an Equipment Loan agreement with the State of NJ Dept. Health & Senior Services. The State of NJ loaned twelve Dell X300 laptop computers to be used in Bioterrorism and related response clinic activities. Under this agreement, there are no payments due to the State. At the expiration of this agreement the Commission has agreed to return the property to the State. An annual inventory of the use of equipment is to be provided to the State in an annual report.

Note 15

Other Post-Employment Benefits ("OPEB")

Plan Description

On September 12, 2007, the Commission passed Resolution # 06-05-04, to provide other post-retirement healthcare benefits to all full time employees hired prior to January 1, 2005. During 2011 and 2012 contributions were made to the reserve established for post retirement health benefits, bringing the reserve to a total fund of \$943,342. This funding arrangement terminated with Board Resolution on June 12, 2013 meeting. The Commission decided to fund its post-retirement health care benefits on a pay as you go basis.

The Commission contributes the State Health Benefits Program (SHBP), a cost sharing, multiple-employer defined benefit post-employment healthcare plan administered by the State of New Jersey Division of Pensions and Benefits. SHBP was established in 1961 under N.J.S.A. 52:14-17.25 et seq., to provide health benefits to State employees, retirees, and their dependents. Rules governing the operation and administration of the program are found in Title 17, Chapter 9 of the New Jersey Administrative Code. SHBP provides medical, prescription drugs, mental health/substance abuse, and Medicare Part B reimbursement to retirees and their covered dependents.

The SHBP was extended to employees, retirees and dependents of participating local public employers in 1964. The Commission authorized through resolution participation in the SHBP's post retirement benefit program, covering all full time employees hired prior to January 1, 2005.

The State Health Benefits Commission is the executive body established by statute to be responsible for the operation of the SHBP. The State of New Jersey Division of Pensions and Benefits issues a publicly available financial report that includes financial statements and required supplementary information for the SHBP. That report may be obtained by

**Hudson Regional Health Commission  
Notes to Financial Statements  
December 31, 2013**

**Note 15**

**Other Post-Employment Benefits ("OPEB")**

writing to: State of New Jersey Division of Pensions and Benefits, P.O. Box 295,  
Trenton, NJ 08625-0295 or by visiting their website at:  
[www.state.nj.us/treasury/pensions/gasb-43-sept\\_2008.pdf](http://www.state.nj.us/treasury/pensions/gasb-43-sept_2008.pdf)

**Funding Policy**

Participating employers are contractually required to contribute based on the amount of premiums attributable to their retirees. Post-retirement medical benefits under the plan have been funded on a pay-as-you-go basis since 1994. Prior to 1994, medical benefits were funded on an actuarial basis.

Contributions to pay for the health premiums of participating retirees in the SHBP are billed to the Commission on a monthly basis. The Commission's contributions to the SHBP for the years ended December 31, 2009 thru 2013 were as follows:

<u>Year</u>	<u>Required Contribution</u>	<u>Number Retired Eligible Participants</u>
2009	\$17,784	1
2010	22,773	2
2011	52,697	3
2012	75,184	4
2013	108,432	4

**Note 16**

**Other**

As of December 31, 2013 the Commission had uninsured cash balances totaling \$2,196,313 in the New Jersey Cash Management Fund. Other operating cash accounts deposited in banks may also go over the FDIC insured limit of \$250,000 when reimbursement checks are received from the State of New Jersey.

**Hudson Regional Health Commission  
Notes to Financial Statements  
December 31, 2013**

**Note 17**

On July 2, 2013, Hudson Regional Health Commission entered into a seven year contract with the County of Hudson to provide New Jersey Environmental Health Act Services. The compensation under the contract is as follows:

2013	\$1,110,971
2014	\$1,333,165
2015	\$1,533,140
2016	\$1,563,803
2017	\$1,595,079
2018	\$1,626,980
2019	<u>\$1,659,520</u>
Total	<u>\$10,422,658</u>

The Shared Service Agreement shall commence on January 1, 2013 and continues through December 31, 2019. The County, however, may unilaterally terminate this Shared Services Agreement at any time by giving written notice to the Commission.

**Note 18**

The Commission's Employees participate in the State of new Jersey's Health Insurance Plan. As of July 15, 2013 contributions will be based on percentage of Salary Range and plan selected. Employee contributions are pre-tax under a Section 125 plan.

## SUPPLEMENTARY INFORMATION

**HUDSON REGIONAL HEALTH COMMISSION  
BUDGETARY COMPARISON SCHEDULE - GENERAL FUND  
YEAR ENDED DECEMBER 31, 2013**

<u>Category</u>	<u>Budgeted Amounts</u>		<u>Actual Amounts</u>
	<u>Original</u>	<u>Final</u>	<u>Budgetary Basis</u> <u>(See Note A)</u>
<u>Personnel</u>			
Salaries	\$ 1,400,000	\$ 1,400,000	\$ 1,348,140
Payroll Taxes	124,440	124,440	108,713
Overtime	20,000	20,000	18,087
On Call	17,000	17,000	14,460
Health benefits	267,000	267,000	255,000
Retiree Health Benefits	108,000	108,700	108,432
Dental Plan	17,450	17,450	15,846
Public Employee Retirement System	200,000	200,000	183,180
Workers Comp.	24,920	24,920	23,882
Temporary	19,500	19,500	9,078
Total	<u>\$ 2,198,310</u>	<u>\$ 2,199,010</u>	<u>\$ 2,062,608</u>
<u>Grant Programs</u>			
MRC NACCHO 2013	\$ 4,000	\$ 99	\$ 99
MRC Ironman	504	504	506
Rutgers Deployed Warfighters	7,500	7,500	7,500
CDC 2013/2014	450,221	472,452	472,451
HCIA EQEF Reserve	7,869	-	-
Total	<u>\$ 470,094</u>	<u>\$ 480,555</u>	<u>\$ 480,556</u>
<u>Office</u>			
Office Supplies	\$ 10,000	\$ 10,000	\$ 7,050
Office/Computer Equipment	10,000	10,000	4,084
Postage	5,000	5,000	4,033
Copier Lease/Maint.	4,000	4,000	2,737
Publications/Subscription	2,500	2,500	1,101
Legal Advertisement	1,000	1,000	636
Cooler Rent	200	200	122
Total	<u>\$ 32,700</u>	<u>\$ 32,700</u>	<u>\$ 19,763</u>
<u>Travel</u>			
Conventions/Meetings	\$ 4,000	\$ 4,000	\$ 1,064
Auto Maintenance	8,000	12,000	10,510
Gasoline	20,000	20,000	13,645
Mileage Reimbursement	1,000	1,000	181
Total	<u>\$ 33,000</u>	<u>\$ 37,000</u>	<u>\$ 25,400</u>
<u>Contractual</u>			
Insurance/Risk Management Consultant	\$ 26,000	\$ 26,400	\$ 26,397
Auditor	19,500	19,500	15,939
Legal	25,000	25,000	14,471
Payroll Service	3,500	3,500	2,557
Weather Emergency Oper. Agreement	1,500	1,500	1,500
Total	<u>\$ 75,500</u>	<u>\$ 75,900</u>	<u>\$ 60,864</u>
<u>Equipment</u>			
General Supplies	\$ 10,000	\$ 10,000	\$ 2,879
Equipment Maintenance	7,000	8,000	7,444
Equipment	20,000	14,000	3,900
Total	<u>\$ 37,000</u>	<u>\$ 32,000</u>	<u>\$ 14,023</u>
<u>Other</u>			
Training	\$ 8,000	8,000	\$ 3,051
Communications	15,000	15,000	13,293
Medical Surv.	5,000	5,000	361
Laboratory	5,000	5,000	1,312
Commission Meetings	1,500	1,500	591
Miscellaneous	2,000	2,000	148
Bank Service Fees	750	750	558
Reserve for Emergency Operation	5,000	5,000	-
Record Destruction	2,500	2,500	-
Membership/License	2,000	2,300	2,134
Total	<u>\$ 44,750</u>	<u>\$ 45,050</u>	<u>\$ 21,446</u>
Total Expenditures	<u>\$ 2,891,354</u>	<u>\$ 2,902,215</u>	<u>\$ 2,684,660</u>

See accompanying notes to financial statements.

**HUDSON REGIONAL HEALTH COMMISSION  
BUDGETARY COMPARISON SCHEDULE - GENERAL FUND  
YEAR ENDED DECEMBER 31, 2013**

	Budgeted Amounts		Actual Amounts
	Original	Final	Budgetary Basis (See Note A)
<u>Estimated Revenue</u>			
Municipal	\$ 219,860	\$ 219,860	\$ 219,860
USEPA	96,292	96,292	96,292
RTK	17,575	17,575	17,575
CEH/NJDEP	196,470	196,970	196,970
CEHA/UST	52,500	52,500	52,500
CEHA/IDLING	10,000	9,950	9,950
HCIA	133,269	133,269	133,269
County	1,110,971	1,110,971	1,110,971
EBL: Bayonne	1,800	2,400	2,400
Guttenberg	-	600	600
Harrison	600	-	-
Hoboken	600	-	-
Kearney	1,200	1,200	1,200
N. Bergen	600	600	600
Union City	7,200	3,600	3,600
West NY	3,000	1,200	950
Reserve	26,958	1,358	1,358
Deferred Revenue R&C	318,587	347,665	348,730
Misc. Revenue	19,097	20,969	20,969
HRHC-EQEF	179,000	179,000	179,000
CDC 2012/2013	256,959	256,959	256,959
CDC 2013/2014	190,989	214,540	214,540
HPP 2013/2014	2,273	953	953
MRC NACCHO 2013	4,000	99	99
Iron Man	504	504	504
Rutgers Deployed Warfighter	7,500	7,500	7,500
HCIA EQEF	7,869	-	-
JC Lead	681	681	681
State Lead Grant	25,000	25,000	25,000
Rounding			2
Total Revenues	<u>\$ 2,891,354</u>	<u>\$ 2,902,215</u>	<u>\$ 2,903,032</u>
Excess Revenues / Expenditures			<u>\$ 218,372</u>

See accompanying notes to financial statements.

**HUDSON REGIONAL HEALTH COMMISSION  
BUDGETARY COMPARISON SCHEDULE  
BUDGET TO GAAP RECONCILIATION- GENERAL FUND  
YEAR ENDED DECEMBER 31, 2013**

Note A - Explanation of Differences between Budgetary inflows and outflows and  
GAAP Revenues and Expenditures

	<u>General Fund</u>	
<u>Sources/Inflows of resources</u>		
Actual amounts (budgetary basis) "available for appropriation" from the Budgetary Comparison Schedule	\$	2,903,032
Difference - budget to GAAP:		
Reserve Appropriation is not considered a current year revenue for financial reporting purposes	\$	(1,358)
Reserve Appropriation is not considered a current year revenue for financial reporting purposes		<u>(179,000)</u>
		<u>(180,358)</u>
Total Revenues as reported on the statement of revenues, expenditures and changes in fund balances Governmental Funds/ Statement of Activities	\$	<u>2,722,674</u>
<u>Uses/Outflows of Resources</u>		
Actual Amounts (budgetary Basis) "total charges to appropriations" from Budgetary Comparison Schedule	\$	2,684,660
Differences - Budget to GAAP:		
Government funds report Capital outlays as expenditures. However, in the Statement of Activities, the cost of these assets is allocated over their estimated useful lives as depreciation expense. This is the amount by which Depreciation exceeded Capital Outlay in the current period		<u>36,055</u>
Total Expenditures as reported on the Statement of Revenues, Expenditures and Changes in Fund Balances Governmental Funds/Statement of Activities	\$	<u>2,720,715</u>

See accompanying notes to financial statements.

**HUDSON REGIONAL HEALTH COMMISSION  
SCHEDULE OF GRANTS & CONTRACTS RECEIVABLE  
DECEMBER 31, 2013**

NJ Dept. of Environmental Protection (CEHA)	\$ 101,559
NJ Dept. of Environmental Protection (USEPA)	48,146
NJ Dept. of Health & Senior Services (County Right to Know)	4,393
HOME-Hudson County	1,398
NJ Dept. of Environmental Protection (CEHA) (UST)	13,125
Rutgers	<u>7,500</u>
Total	<u><u>\$ 176,121</u></u>

See accompanying notes to financial statements.



**HUDSON REGIONAL HEALTH COMMISSION  
SCHEDULE OF ACCOUNTS RECEIVABLE MUNICIPALITIES  
DECEMBER 31, 2013**

Bayonne	61,552
Weehawken	1,319
West New York	16,590
Harrison	1,265
Hoboken	8,355
Kearney	1,200
North Bergen	5,217
Union City	<u>9,097</u>
Total	<u><u>\$ 104,595</u></u>

See accompanying notes to financial statements.

**HUDSON REGIONAL HEALTH COMMISSION  
SCHEDULE OF FEDERAL & STATE FINANCIAL ASSISTANCE  
FOR THE YEAR ENDED DECEMBER 31, 2013**

Grantor/Pass Through Grantor/Program Title	Federal	Program or	Federal	State	Expenditure	
	CFDA Number/ Contract Number	Award Amount	Revenue Recognition	Revenue Recognition	2012	2013
<u>Federal Awards</u>						
US Environmental Agency Air Pollution/Clean Air Act	66.001	\$ 96,291	\$ 96,291			\$ 96,291
NJ Dept. of Health & Senior Services: Hiper (Lincs Agencies)						
8/10/12-6/30/13	93.889	\$ 412,870	256,960			256,960
8/10/13-8/9/14	93.074	\$ 507,546	215,493		\$ 155,911	215,493
CLPP & Healthy Homes Homes Grant						
7/1/12-6/30/13	46.0209	\$ 25,000	12,500		12,500	12,500
Child Health 2014	93.994	\$ 25,000	12,500		12,500	12,500
Rutgers University/USDA Agricultural Research Service						
4/20/12-9/30/14	12.360	\$ 15,000	15,000			7,500
NACCHO-MRC	93.008	\$ 4,000	<u>99</u>		<u></u>	<u>99</u>

See accompanying notes to financial statements.

HUDSON REGIONAL HEALTH COMMISSION  
AIR POLLUTION CONTROL PROGRAM SUPPORT  
CLEAN AIR ACCT. SEC 105  
YEAR ENDED DECEMBER 31, 2013

	<u>Budget</u>	<u>Expenditures 2012</u>	<u>Expenditures 2013</u>	<u>Audited Expenditures</u>	<u>Questioned Costs</u>
Project Period 7/1/12 - 6/30/13	<u>\$ 96,291</u>	<u>\$ 48,146</u>	<u>\$ 48,146</u>	<u>\$ 96,292</u>	<u>-</u>
Project Period 7/1/13 - 6/30/14	<u>\$ 96,291</u>		<u>\$ 48,146</u>	<u>\$ 48,146</u>	<u>-</u>

See accompanying notes to financial statements.

**HUDSON REGIONAL HEALTH COMMISSION**  
**NJ DEPARTMENT OF HEALTH & SENIOR SERVICES**  
**HIPER (LINCS AGENCIES)**  
**PHILEP (LINCS AGENCIES) 2013**  
**YEAR ENDED DECEMBER 31, 2013**

	<u>Budget</u> <u>8/10/12-6/30/13</u>	<u>Expended</u> <u>12/31/2012</u>	<u>Expended</u> <u>12/31/2013</u>	<u>Total</u> <u>Audited</u> <u>Expenditure</u>	<u>Questioned</u> <u>Costs</u>
<b><u>Cost Category</u></b>					
Personnel Costs	\$ 249,895	\$ 109,516	\$ 140,358	\$ 249,874	\$ -
Fringe Benefits	95,277	39,090	57,114	96,204	-
Consultant	4,129	-	4,129	4,129	-
Equipment	19,771	-	16,407	16,407	-
<b><u>Other Cost Categories</u></b>					
Office Expenses & Related Cost	11,230	3,495	6,209	9,704	-
Program Expense & Related Costs	25,568	1,021	28,355	29,376	-
Travel, Conferences & Meetings	7,000	2,789	4,388	7,177	-
Rounding				(1)	
<b>Total</b>	<b>\$ 412,870</b>	<b>\$ 155,911</b>	<b>\$ 256,960</b>	<b>\$ 412,870</b>	<b>\$ -</b>

See accompanying notes to financial statements.

HUDSON REGIONAL HEALTH COMMISSION  
 NJ DEPARTMENT OF HEALTH & SENIOR SERVICES  
 PHILEP (LINCS AGENCIES) 2014  
 GRANT #PHLP 14 LN C019  
 YEAR ENDED DECEMBER 31, 2013

	<u>Budget</u> <u>7/1/13-6/30/14</u>	<u>Expended</u> <u>12/31/2013</u>	<u>Audited</u> <u>Expenditures</u>	<u>Questioned</u> <u>Costs</u>
<u>Budget Categories</u>				
Personnel Costs				
Salaries & Wages	\$ 309,163	\$ 148,308	\$ 148,308	\$ -
Fringe Benefits	125,372	54,656	54,656	-
Consultant/ Professional Services	3,865	1,933	1,933	-
<u>Other Cost Categories</u>				
Office Expenses & Related Cost	9,961	3,073	3,073	-
Program Expense & Related Costs	34,975	5,095	5,095	-
Equipment	15,000	-	-	-
Reserve	1,210	-	-	-
Travel, Conferences & Meetings	<u>8,000</u>	<u>2,428</u>	<u>2,428</u>	<u>-</u>
 Total	 <u>\$ 507,546</u>	 <u>\$ 215,493</u>	 <u>\$ 215,493</u>	 <u>\$ -</u>

See accompanying notes to financial statements.

**HUDSON REGIONAL HEALTH COMMISSION**  
**USDA-AGRICULTURE RESEARCH SERVICE**  
**CFDA #12.360**  
**AUTODESEMMINATION OF PYRIPROXYFEN**  
**AGAINST MOSQUITOS THAT TRANSMIT DENGUE**  
**YEAR ENDED ENDED DECEMBER 31, 2013**

	<u>Budget</u>	<u>Expended 12/31/2012</u>	<u>Expended 12/31/2013</u>	<u>Audited Expenditures</u>	<u>Questioned Costs</u>
Project Period 4/2012 - 9/30/14	<u>\$ 15,000</u>	<u>\$ 7,500</u>	<u>\$ 7,500</u>	<u>\$ 15,000</u>	<u>-</u>

See accompanying notes to financial statements.

HUDSON REGIONAL HEALTH COMMISSION  
GRANT #DFHS13CHD018  
CLPP & HEALTHY HOMES GRANT  
YEAR ENDED ENDED DECEMBER 31, 2013

	<u>Budget</u>	<u>Expenditures 12/31/2012</u>	<u>Expenditures 12/31/2013</u>	<u>Audited Expenditures</u>	<u>Questioned Costs</u>
Project Period 7/1/12 - 6/30/13					
Salaries & Wages	\$ 16,045	\$ 8,022	\$ 8,022	\$ 16,045	\$ -
Fringe Benefits	<u>8,955</u>	<u>4,478</u>	<u>4,478</u>	<u>8,955</u>	<u>-</u>
Total	<u>\$ 25,000</u>	<u>\$ 12,500</u>	<u>\$ 12,500</u>	<u>\$ 25,000</u>	<u>\$ -</u>

See accompanying notes to financial statements.

HUDSON REGIONAL HEALTH COMMISSION  
STATE OF N.J. DEPARTMENT OF ENVIRONMENTAL PROTECTION  
(CEHA) GO# EN13-018  
(CEHA) GO# EN14-018  
YEAR ENDED DECEMBER 31, 2013

	<u>Final Approved Budget</u>	<u>Expended 12/31/2013</u>	<u>Audited Expenditures</u>	<u>Questioned Costs</u>
<u>Term 1/1/13- 6/30/13</u>				
<u>Cost Category</u>				
Personnel				
Salaries	\$ 94,000	\$ 94,000	\$ 94,000	-
<u>Term 1/1/13- 12/31/13</u>				
<u>Other Costs</u>				
Pesticides Inspector	\$ 8,470	\$ 8,470	\$ 8,470	-
MV Idling	\$ 9,950	\$ 9,950	\$ 9,950	-
Regulated UST	52,500	52,500	52,500	-
	<u>\$ 70,920</u>	<u>\$ 70,920</u>	<u>\$ 70,920</u>	<u>\$ -</u>
 Total 1/1/13 - 6/30/13	 <u>\$ 164,920</u>	 <u>\$ 164,920</u>	 <u>\$ 164,920</u>	 <u>\$ -</u>
	<u>Final Approved Budget</u>	<u>Expended 12/31/2013</u>	<u>Audited Expenditures</u>	<u>Questioned Costs</u>
<u>Term 7/1/13- 6/30/14</u>				
<u>Cost Category</u>				
Personnel				
Salaries	\$ 185,000	\$ 92,500	\$ 92,500	-
<u>Other Costs</u>				
NJEMS Support	4,000	2,000	2,000	-
	<u>\$ 4,000</u>	<u>\$ 2,000</u>	<u>\$ 2,000</u>	<u>\$ -</u>
 Total 7/1/13 - 6/30/14	 <u>\$ 189,000</u>	 <u>\$ 94,500</u>	 <u>\$ 94,500</u>	 <u>\$ -</u>
 Totals 12/31/13		 <u>\$ 259,420</u>	 <u>\$ 259,420</u>	 <u>\$ -</u>

See accompanying notes to financial statements.



**HUDSON REGIONAL HEALTH COMMISSION**  
**NJ DEPARTMENT OF HEALTH AND SENIOR SERVICES**  
**COUNTY RIGHT TO KNOW**  
**GRANT #92-2231-RTK-00**  
**YEAR ENDED DECEMBER 31, 2013**

	<u>Final Budget</u>	<u>Expended 12/31/2012</u>	<u>Expended 12/31/2013</u>	<u>Audited Expenditures</u>	<u>Questioned Costs</u>
<u>July 1, 2012 - June 30, 2013</u>					
Personnel Cost	<u>\$ 17,575</u>	<u>\$ 8,788</u>	<u>\$ 8,787</u>	<u>\$ 8,787</u>	<u>\$ -</u>

See accompanying notes to financial statements.

**HUDSON REGIONAL HEALTH COMMISSION  
2012 IRONMAN US CHAMPIONSHIP GRANT  
YEAR ENDED DECEMBER 31, 2013**

<u>Date</u>	<u>Purpose</u>	<u>Amount</u>	<u>Expended 2012</u>	<u>Expended 2013</u>	<u>Audited Expenditures</u>	<u>Questioned Costs</u>
10/18/2012	Medical Reserve Corps	<u>\$ 650</u>	<u>\$ 146</u>	<u>\$ 504</u>	<u>\$ 650</u>	<u>\$ -</u>

See accompanying notes to financial statements.

HUDSON REGIONAL HEALTH COMMISSION  
NACCHO - MRC  
YEAR ENDED ENDED DECEMBER 31, 2013

<u>Date</u>	<u>Budget</u>	<u>Expended 2013</u>	<u>Audited Expenditures 2013</u>	<u>Questioned Costs</u>
1/15/13 - 6/31/13	\$ 4,000	\$ 99	\$ 99	-

See accompanying notes to financial statements.

**HUDSON REGIONAL HEALTH COMMISSION**  
**NEW JERSEY DEPARTMENT OF HEALTH**  
**CHILD HEALTH 2014**  
**GRANT # DFHS14CHD012**  
**YEAR ENDED ENDED DECEMBER 31, 2013**

	<u>Budget</u>	<u>Expended 2013</u>	<u>Audited Expenditures 2013</u>	<u>Questioned Costs</u>
Budget Period 7/1/13 - 6/30/14	<u>\$ 25,000</u>	<u>\$ 12,500</u>	<u>\$ 12,500</u>	<u>-</u>

See accompanying notes to financial statements.

**HUDSON REGIONAL HEALTH COMMISSION**  
**NJ DEPARTMENT OF HEALTH**  
**COUNTY RIGHT TO KNOW**  
**GRANT #92-2231-RTK-00**  
**YEAR ENDED DECEMBER 31, 2013**

	<u>Final Budget</u>	<u>Expended 12/31/2013</u>	<u>Audited Expenditures</u>	<u>Questioned Costs</u>
<u>July 1, 2013 - June 30, 2014</u>				
Personnel Cost	<u>\$ 17,575</u>	<u>\$ 8,788</u>	<u>\$ 8,788</u>	<u>\$ -</u>

See accompanying notes to financial statements.

INDEPENDENT AUDITOR'S REPORTS



**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**

To the Board of Commissioners

Hudson Regional Health Commission

Seacaucus, NJ 07628

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 governmental activities of Hudson Regional Health Commission (Hudson), as of and for the year ended December 31, 2013, and the related notes to the financial statements, which collectively comprise Hudson's basic financial statements, and have issued our report thereon dated August 29, 2014.

**Internal Control over Financial Reporting**

In planning and performing our audit of the financial statements, we considered Hudson'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 opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Hudson's internal control. Accordingly, we do not express an opinion on the effectiveness of Hudson'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 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.

**Compliance and Other Matters**

As part of obtaining reasonable assurance about whether Hudson's 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 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.

A handwritten signature in black ink that reads "DeSena & Company". The script is cursive and fluid, with the first letters of "DeSena" and "Company" being capitalized and prominent.

DeSena & Company

East Hanover, New Jersey

August 29, 2014





**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM  
AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY OMB CIRCULAR A-133**

To the Board of Commissioners  
Hudson Regional Health Commission  
Secaucus, NJ 07628

**Report on Compliance for Each Major Federal Program**

We have audited Hudson Regional Health Commission's (Hudson) compliance with the types of compliance requirements described in the *OMB Circular A-133 Compliance Supplement* that could have a direct and material effect on each of Hudson's major federal programs for the year ended December 31, 2013. Hudson's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

***Management's Responsibility***

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to its federal programs.

***Auditor's Responsibility***

Our responsibility is to express an opinion on compliance for each of Hudson's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations* and NJ OMB Circular 04-04. Those standards and OMB Circular A-133 and NJ OMB Circular 04-04 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about Hudson's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of Hudson's compliance.

***Opinion on Each Major Federal Program***

In our opinion, Hudson complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended December 31, 2013.

**Report on Internal Control over Compliance**

Management of Hudson is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered Hudson's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with OMB Circular A-133 and NJ OMB Circular 04-04, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of Hudson's internal control over compliance.

*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of OMB Circular A-133 and NJ OMB Circular 04-04. Accordingly, this report is not suitable for any other purpose.



DeSena & Company

East Hanover, New Jersey

August 29, 2014

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2013**

*Part 1 - Summary of Auditor's Results*

**Financial Statement Section**

- A) Type of auditor's report issued: Unqualified
- B) Internal control over financial reporting: yes X no n/a
- 1) Material weakness(es) identified?
- 2) Were reportable condition(s) identified that were not considered to be material weaknesses? yes X no n/a
- C) Noncompliance material to general purpose financial statements noted? yes X no n/a

**Federal Awards Section**

- D) Dollar threshold used to determine Type A programs: \$300,000
- E) Auditee qualified as low-risk auditee? X yes no n/a
- F) Type of auditor's report on compliance for major programs: Unqualified
- G) Internal control over compliance:
- 1) Material weakness(es) identified? yes X no n/a
- 2) Were reportable condition(s) identified that were not considered to be material weaknesses? yes X no n/a
- H) Any audit findings disclosed that are required to be reported in accordance with OMB Circular A-133 Section 510(a)? yes X no n/a

I) Identification of major programs:

<u>CFDA Number(s)</u>	<u>Name of Federal Program or Cluster</u>
93.069/	PHILEP LINCS Agencies
66.001	Air Pollution Clean Air Act
12.360	USDA Agriculture Research Service
46.0209	CLPP and Healthy Homes Grant
93.994	Child Health

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS**  
**FOR THE YEAR ENDED December 31, 2013**

*Part 1 - Summary of Auditor's Results (Continued)*

**State Awards Section**

- J) Dollar threshold used to determine Type A programs \$300,000
- K) Auditee qualified as low-risk auditee? X yes    no    n/a
- L) Type of auditor's report on compliance for major programs Unqualified
- M) Internal control over compliance:
- 1) Material weakness(es) identified?    yes X no    n/a
- 2) Were reportable condition(s) identified that were not considered to be material weaknesses?    yes X no    n/a
- H) Any audit findings disclosed that are required to be reported in accordance with N.J. OMB Circular 04-04?    yes X no    n/a
- I) Identification of major programs:

Contract Number(s)

N/A

Name of State Program

N/A

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2013**

*Part 2 - Schedule of Financial Statement Findings*

This section identifies the reportable conditions, material weaknesses, fraud, illegal acts, violations of provisions of contracts and grant agreements, and abuse related to the financial statements that Government Auditing Standards requires reporting in a Circular A-133 audit, paragraphs 12.16 and 12.33.

NONE

SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
FOR THE YEAR ENDED DECEMBER 31, 2013

*Part 3 - Schedule of Federal and State Award Findings  
And Questioned Costs*

This section identifies the reportable conditions, material weaknesses, and material instances of noncompliance, including questioned costs, related to the audit of major federal and state programs, as required by section 510(a) of OMB Circular A-133 and New Jersey OMB Circular 04-04.

NONE