

**WILLIAMSON COUNTY
AND CITIES
HEALTH DISTRICT**

**Financial Statements
as of and for the Year Ended
December 31, 2019 and
Independent Auditors' Report**



WILLIAMSON COUNTY AND CITIES HEALTH DISTRICT

TABLE OF CONTENTS

	<u>Page</u>
LETTER OF TRANSMITTAL	i
INDEPENDENT AUDITORS' REPORT	vi
MANAGEMENT'S DISCUSSION AND ANALYSIS	9
BASIC FINANCIAL STATEMENTS:	
Statement of Net Position	16
Statement of Revenues, Expenses, and Changes in Net Position	17
Statement of Cash Flows	18
Notes to the Basic Financial Statements	19
BUDGETARY COMPARISON SCHEDULE	31
FEDERAL AWARDS SECTION	
Independent Auditors' Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance With <i>Government Auditing Standards</i>	xxxii
Independent Auditors' Report on Compliance for Each Major Federal Program and Report on Internal Control over Compliance Required by the Uniform Guidance	xxxiv
Schedule of Expenditures of Federal Awards	37
Notes to Schedule of Expenditures of Federal Awards	38
Schedule of Findings and Questioned Costs	39
Summary Schedule of Prior Audit Findings (Auditee Prepared)	41

**LETTER OF TRANSMITTAL
(UNAUDITED)**

WCCHD Board of Health:

Marlene McMichael, Chair, Williamson County
Edward Strout, Cedar Park
Mary Faith Sterk, Georgetown
Terrence Owens, Hutto
Scott Parker, Leander/Liberty Hill
Cynthia Flores, Round Rock
Joan Maxwell, Taylor
Joanne Land, Williamson County



Derrick L. Neal M.P.A., WCCHD Executive Director

May 05, 2020

To the Board of Health of the Williamson County and Cities Health District:

Presented herein is the Annual Financial Report for Williamson County and Cities Health District (the District or WCCHD) for the year ended December 31, 2019.

This report provides the Board of Health, Williamson County, the member city governments of Cedar Park, Georgetown, Round Rock, Taylor, Liberty Hill, Hutto and Leander, consumers, and those interested in the operations of the District with detailed information concerning the financial condition and services provided by the District. The District's management staff is responsible for the accuracy of the presented data and the completeness and fairness of the presentation.

The District's management staff has established an internal control framework to protect the assets from loss, theft or misuse and to compile sufficient reliable information for the preparation of the financial statements in conformity with Generally Accepted Accounting Principles (GAAP). This internal control framework is designed to ensure that the financial statements of the District are free of material misstatement. To the best of the knowledge of District's management, the enclosed data are accurate in all material respects and fairly represent the financial position and results of the operations of the District. All disclosures necessary to ensure an accurate depiction of the District's financial affairs have been included.

This report is comprised of two parts:

- This transmittal letter
- A report of the District's financial operations including a Management Discussion and Analysis (MD&A), basic financial statements, and supplementary information. In addition to the independent auditors' report on the District's basic financial statements, the MD&A presents an overview and analysis to complement and explain the financial statements which have been prepared in accordance with the generally accepted accounting principles for governments as prescribed by the Governmental Accounting Standards Board (GASB).

The District's financial statements have been audited by Maxwell Locke & Ritter LLP, an accounting, tax and consulting firm. With roots extending back to the 1960's, Maxwell Locke & Ritter LLP has become part of the fabric of Central Texas. They are the largest locally owned and managed accounting firm in the Greater Austin Area with offices in downtown Austin and Round Rock. This is the sixth year of a six-year engagement with Maxwell Locke & Ritter LLP for the annual independent audit.

The purpose of the independent audit is to provide reasonable assurance that the financial statements of the District for the year ended December 31, 2019 are free from material misstatement. The independent audit has examined, on a test basis, evidence supporting the amounts and disclosures in the financial statements. The audit assessed the accounting procedures utilized by District management and the overall presentation of the financial statements. The independent auditor concluded, based upon the audit evidence obtained, that there was reasonable basis for rendering an unmodified opinion that the financial statements of the District for the year ended December 31, 2019 have been fairly presented in conformity with GAAP. The independent auditors' report is presented as the first component of this report.

The independent audit of the financial statements of the District is part of a broad, federal and state mandated "Single Audit" designed to meet the special needs of grantor agencies. The standards governing Single Audit engagements require the independent auditor to report not only on the fair presentation of the financial statements, but also on the internal controls and compliance with legal requirements, with special emphasis on internal controls and legal control requirements involving the administration of federal and state awards.

Business Profile

History

The District has been providing public health services since 1943, but was officially established as a public health district in 1989 through a Cooperative Agreement with Williamson County and the original member cities of Cedar Park, Georgetown, Round Rock, and Taylor. The Cooperative Agreement was amended and restated in 2007 at which time the cities of Liberty Hill and Hutto joined the District. The city of Leander became a member in 2013.

The District is a separate governmental entity governed by a Board of Health comprised of eight directors who serve staggered 3-year terms. The member cities each appoint one director and the Commissioners' Court appoints two directors. Cities with a population less than 15,000 (presently Liberty Hill and Hutto) together select one director to represent them. The District Executive Director is a non-voting member. The Board of Health is required to meet at least quarterly. Currently, the Board meets every other month. Meetings are open to the public and the agenda is posted on the District's website, www.wcchd.org, and on the Williamson County Public Meetings website, www.wilco.org.

Office Locations

The District has four public health centers located in Round Rock, Cedar Park, Georgetown, and Taylor.

Vision and Mission Statements

Vision Statement: WCCHD leads Williamson County to be the healthiest county in Texas.

Mission Statement: WCCHD, in partnership with communities, promotes and protects the health of the people of Williamson County.

Planning/Transition

Most local health departments in Texas, inclusive of WCCHD, now receive less than one half of their total annual operating budgets from local taxing entities (i.e., from their county and/or city governments). The District received 21 percent of its FY19 \$9.4 million revenue budget from Williamson County and the seven member-city governments. The remaining revenues were primarily from DSHS grants, contracts with St. David's Healthcare and its affiliate Williamson County Clinical Services, fees charged for clinic services and for environmental health permits, and incentive payments received for administering Delivery System Reform Incentive Payment (DSRIP) programs.

DSRIP Demonstration Year (DY) 8 ended in September 2019. As of this date, the federal government's agreement with the Texas Health and Human Services Commission extends the program only until DY10. WCCHD is committed to participation for the length of the program's availability. WCCHD will be actively pursuing replacement funding on the assumption that the 1115 Waiver will not be extended past DY10.

Budget Process

The Executive Director and Administration staff, in consultation with members of the District Leadership Team, prepare a proposed budget for the fiscal year. The proposed expenditure and revenue estimates comprising the District budget are submitted to the Board of Health for consideration and adoption.

During the course of the year, the Board of Health reviews financial reports to assist them in actively governing the District. When the budget requires revision to accurately reflect the business of the District, an amended budget is submitted to the Board of Health for consideration and approval.

Senior Management

The Executive Leadership Team consists of the Executive Director, Local Health Authority, and Deputy Director. In addition, the District also has a District Leadership Team made up of program directors. With Board approval, this group of senior management staff actively participates in the creation and revision of the operating policies, procedures, staffing, and service planning from which the annual budget is derived. The basic financial statements of the District include all organizational activities and functions for which the District is financially accountable as defined by GASB.

Economic Outlook and Financial Condition

The District's finances are dependent on the health of the local, state, and national economy, as gross revenues financing District operations are derived from federal, state and local funding. In addition, the District's finances are dependent upon the ability to strategically and efficiently shift resources in a timely manner to address the needs of contracting agencies and the needs of the communities served.

Nationwide trends in health care and human services move progressively toward models of care that emphasize better efficiency and cost containment, particularly in public funding. In fiscal year 2019, the District continued as it has since 2017 to work diligently to reduce non-essential expenses, increase staff productivity and service efficiency, and reduce unit costs of services in order to strengthen business viability. This action was deemed necessary, and found to be on target, in view of projected changes in funding and concerns with the local, state, and national economies.

District Organizational Structure

The Williamson County Board of Health is the administrative authority for the Health District.

Executive Director: Derrick L. Neal, MPA

Medical Director/Health Authority: Lori Palazzo, MD

Program Services:

Clinical Services
Environmental Health
Epidemiology and Emergency Preparedness
Immunization Advocacy
Marketing and Community Engagement
Program Eligibility and Social Services
WIC and Community Nutrition


Support Services:

Administration and Finance
Human Resources
Quality and Strategic Management

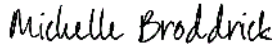
Acknowledgement

District management is indebted to the outstanding work of the finance and administration staff of the District. Without the conscientious efforts of these staff members, the preparation of this report would not have been possible. Credit also must be given to the Board of Health for their unfailing support and for maintaining high standards of professionalism, insistence on quality services, and leadership in their governance of the District. We would also like to acknowledge the professionalism and cooperation extended to us by the Williamson County Auditor and Treasurer departments who work routinely with our finance staff and often respond to independent audit requests. We look forward to another successful year serving Williamson County.

Respectfully submitted,

DocuSigned by:

62143618FDA6486...

Derrick L. Neal, MPA
Executive Director

DocuSigned by:

2A048E4DFECD4F5...

Michelle Broddrick
Administration and Finance Director

INDEPENDENT AUDITORS' REPORT



MAXWELL LOCKE & RITTER LLP

Accountants and Consultants

An Affiliate of CPAmerica International

tel (512) 370 3200 fax (512) 370 3250

www.mlrpc.com

Austin: 401 Congress Avenue, Suite 1100

Austin, TX 78701

Round Rock: 411 West Main Street, Suite 300

Round Rock, TX 78664

INDEPENDENT AUDITORS' REPORT

The Board of Health of the
Williamson County and Cities Health District:

Report on the Financial Statements

We have audited the accompanying financial statements of the business-type activities of the Williamson County and Cities Health District (the "District"), as of and for the year ended December 31, 2019, and the related notes to the financial statements, which collectively comprise the District'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.

Auditors' 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.

Affiliated Company

ML&R WEALTH MANAGEMENT LLC

"A Registered Investment Advisor"

This firm is not a CPA firm

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' 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 statements referred to above present fairly, in all material respects, the respective financial position of the business-type activities of the District, as of December 31, 2019, and the respective changes in financial position and 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 on pages 9 through 15 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 an opinion on the financial statements that collectively comprise the District's basic financial statements. The budgetary comparison schedule, the schedule of expenditures of federal awards, as required by Title 2 U.S. *Code of Federal Regulations Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, and the letter of transmittal are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The budgetary comparison schedule 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 budgetary comparison schedule 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.

The letter of transmittal has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated May 5, 2020, on our consideration of the District'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 solely 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 effectiveness of the District's 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 District's internal control over financial reporting and compliance.

Maxwell Locke + Ritter LLP

Austin, Texas
May 5, 2020

**MANAGEMENT'S DISCUSSION
AND ANALYSIS**

WILLIAMSON COUNTY AND CITIES HEALTH DISTRICT

Management's Discussion and Analysis Year Ended December 31, 2019

As management of the Williamson County and Cities Health District (the "District"), we offer readers of the District's financial statements this narrative overview and analysis of the financial activities of the District for the year ended December 31, 2019. We encourage readers to consider the information presented here in conjunction with the transmittal letter and supplemental information that we have furnished in our financial statements.

Financial Highlights

- The assets of the District exceeded its liabilities and deferred inflows of resources at the close of the most recent fiscal year by \$7,827,631 (net position).
- The District's total net position increased by \$1,545,784.

Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the District's basic financial statements. In addition to the basic financial statements, this report also contains additional information including a budgetary to actual comparison schedule and the federal awards section, which includes the schedule of expenditures of federal awards.

The District's financial statements are prepared on the accrual basis of accounting and present the District's operational activities in a manner similar to that of private sector companies. The financial statements consist of three statements: (1) statement of net position, (2) statement of revenues, expenses, and changes in net position, and (3) statement of cash flows.

The statement of net position and the statement of revenues, expenses, and changes in net position reflect the District's financial position at the end of the year and report the District's net position and changes in net position as a result of the District's revenues and expenses for the year. The term "net position" represents the difference between assets, or the District's investment in resources, and liabilities, or the District's obligation to its creditors, and deferred inflows of resources. Increases or decreases in net position are an indicator of whether financial health is improving or deteriorating. Other nonfinancial factors should be considered, however, in evaluating financial health, such as changes in the District's patient base, changes in economic conditions, and changes in government legislation.

The statement of cash flows reports cash receipts, cash payments, and net changes in cash resulting from operations, investing, and financing activities. The statement explains where cash came from, how it was used and the change in cash balance during the year.

Net position may serve over time as a useful indicator of a government's financial position. The District uses fund accounting to guarantee and validate compliance with finance-related legal requirements. A portion of the District's net position (3%) represents its investment in capital assets (e.g., building improvements, furniture and equipment, and vehicles). The remaining balance of the District's net position (97%) represents the unrestricted financial resources available for future operations.

WILLIAMSON COUNTY AND CITIES HEALTH DISTRICT

Management's Discussion and Analysis Year Ended December 31, 2019

Statement of Net Position

The following table summarizes the District's assets, liabilities, deferred inflows of resources, and net position as of December 31, 2019.

Summary Statement of Net Position

	<u>2019</u>	<u>2018</u>
<u>Assets:</u>		
Current assets	\$ 8,302,076	\$ 7,161,506
Capital assets, net	<u>265,304</u>	<u>217,024</u>
Total assets	<u>8,567,380</u>	<u>7,378,530</u>
<u>Liabilities:</u>		
Current liabilities	248,186	568,472
Noncurrent liabilities	<u>104,481</u>	<u>80,818</u>
Total liabilities	<u>352,667</u>	<u>649,290</u>
<u>Deferred inflows of resources</u>	<u>387,082</u>	<u>447,393</u>
<u>Net Position:</u>		
Net investment in capital assets	265,304	217,024
Unrestricted	<u>7,562,327</u>	<u>6,064,823</u>
Total net position	<u>\$ 7,827,631</u>	<u>\$ 6,281,847</u>

As shown in table above, net position was \$7.83 million at December 31, 2019 and \$6.28 million at December 31, 2018.

WILLIAMSON COUNTY AND CITIES HEALTH DISTRICT

Management's Discussion and Analysis Year Ended December 31, 2019

Statement of Revenues, Expenses, and Changes in Net Position

The following table summarizes the District's revenues, expenses, and changes in net position during the years ended December 31, 2019.

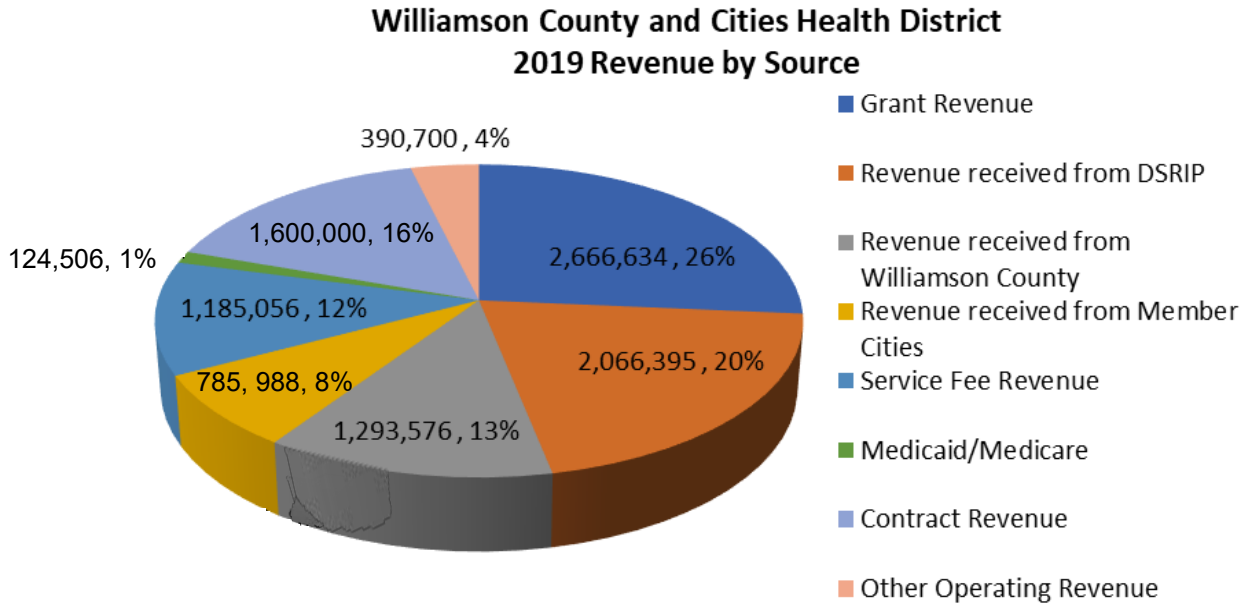
Summary Statement of Revenues, Expenses and Changes in Net Position

	<u>2019</u>	<u>2018</u>
<u>Operating Revenues:</u>		
Grant Revenue	\$ 2,666,634	\$ 2,406,954
Contract Revenue	1,600,000	1,600,800
Revenue received from DSRIP	2,066,395	1,122,342
Revenue received from Williamson County, participating cities and other local sources	2,079,564	1,713,335
Service fee revenue	1,185,056	532,288
Medicaid/Medicare	124,506	195,619
Other operating revenue	390,700	401,587
Total operating revenues	<u>10,112,855</u>	<u>7,972,925</u>
<u>Operating Expenses:</u>		
Administration and Finance	1,375,335	1,409,311
Clinical Services	1,976,550	1,903,705
Environmental Health	830,145	895,072
WIC and Community Nutrition	1,420,680	1,434,946
Program Eligibility and Social Services	898,061	804,134
Quality and Strategic Management	385,524	356,771
Epidemiology and Emergency Preparedness	710,080	1,109,302
Marketing and Community Engagement	280,641	227,768
Human Resources	292,754	-
Immunization Advocacy	453,197	-
Depreciation	102,296	44,810
Total operating expenses	<u>8,725,263</u>	<u>8,185,819</u>
<u>Nonoperating Revenues and Expenses</u>		
Interest income and other revenue	158,192	140,816
Loss on disposal of capital assets	-	(1,168)
Total nonoperating revenues, net	<u>158,192</u>	<u>139,648</u>
Change in net position	1,545,784	(73,246)
NET POSITION, beginning of year	<u>6,281,847</u>	<u>6,355,093</u>
NET POSITION, end of year	<u>\$ 7,827,631</u>	<u>\$ 6,281,847</u>

WILLIAMSON COUNTY AND CITIES HEALTH DISTRICT

Management's Discussion and Analysis Year Ended December 31, 2019

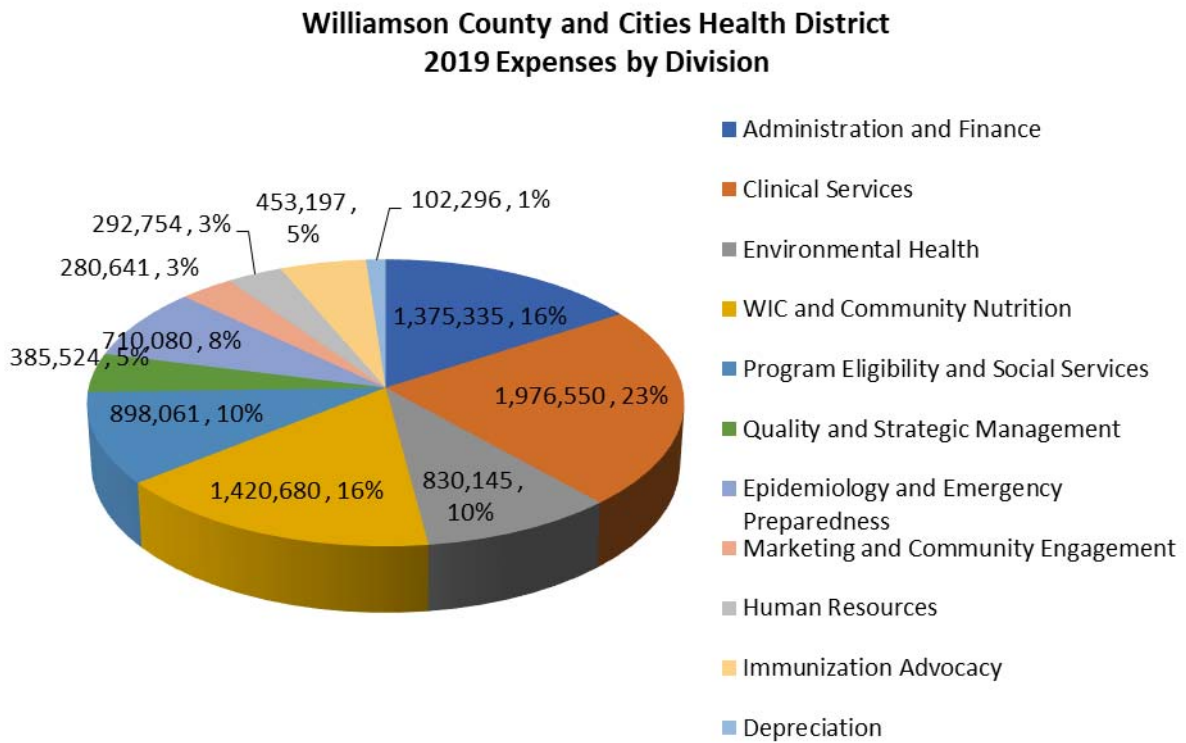
The District's total operating revenue increased from \$7,972,925 to \$10,112,855 last year to this year. The District's sources of operating revenue for the year ended December 31, 2019 are as follows:



WILLIAMSON COUNTY AND CITIES HEALTH DISTRICT

Management's Discussion and Analysis Year Ended December 31, 2019

The District's total operating expenses increased from \$8,185,819 to \$8,725,263 last year to this year. The District's operating expenses by service branch for the year ended December 31, 2019 are as follows:



WILLIAMSON COUNTY AND CITIES HEALTH DISTRICT

Management's Discussion and Analysis Year Ended December 31, 2019

Budgetary Highlights

Program budgets reflect the same pattern as seen in the revenues and expenses of the District. In developing a budget, the District utilizes goals and objectives defined by the District's executive leadership team and based on the requirements of grantors, Williamson County and member cities.

The Enterprise Fund is the only budgetary fund. Compared to final budget, the District's actual operating and nonoperating revenues were higher than budgeted by \$807,826, while expenses were lower than final budgeted amounts by \$557,958. The primary contributors to the budget variances are as follows:

- The Medicaid 1115 Waiver, Delivery System Reform Incentive Payment, program experienced an increase in revenue due to projects and reporting.
- Fee revenue is largely based on the economic climate in regard to collecting fees for clinical health and environmental health services so the Health District is conservative when projecting fee revenue and when proposing changes in fee schedules. Service fees increased during this fiscal period.
- Due to population increases, total contribution from member cities increased slightly.
- The District experienced salary savings due to position vacancies and recruitment.
- Management effectively saved in operating costs by reducing expending through a thorough review of current resources and request.

Capital Assets and Debt Administration

Capital Assets

The District's investment in capital assets for its governmental activities as of December 31, 2019 is \$265,304 (net of accumulated depreciation). This investment in capital assets includes building improvements, furniture and equipment, and vehicles.

Capital Assets (Net of depreciation)

	2019	2018
Building improvements and furniture and equipment	\$ 674,265	\$ 652,300
Vehicles	341,839	228,475
Less: Accumulated depreciation	<u>(750,800)</u>	<u>(663,751)</u>
Total capital assets, net	<u>\$ 265,304</u>	<u>\$ 217,024</u>

WILLIAMSON COUNTY AND CITIES HEALTH DISTRICT

Management's Discussion and Analysis Year Ended December 31, 2019

Long-term Debt

As of December 31, 2019, the District does not have any long-term indebtedness.

Economic Factors

The District's executive leadership considers economic factors when proposing the budget to the Board of Health for adoption as well as any subsequent budget amendments.

The following are significant economic factors taken into account during the budgeting process:

- Population in the District's member government communities continues to increase, yielding an increase in revenue.
- Williamson County revenue increased due to higher medical premiums and a nominal increase for salary increases in an effort to compete to recruit and maintain the finest public health and medical professionals.

In March 2020, the World Health Organization declared the outbreak of a novel coronavirus (COVID-19) as a pandemic, which continues to spread throughout the United States. While the disruption is expected to be temporary, there is uncertainty around the duration. Due to the nature of the District's services, the pandemic may not necessarily negatively impact the District's business, results of operations, and financial position; however, the related financial impact cannot be reasonably estimated at this time.

Supplemental Information

The Board of Health experienced several changes in directors during 2019 and the first quarter of 2020. Carol Bachmayer resigned her position and was replaced by Joan Maxfield in April of 2019. Selicia Sanchez Adame of Round Rock resigned her appointment and Cynthia Flores was appointed in July of 2019. Ashley Suker, MPH, resigned her appointment and was replaced by Scott Parker in March of 2020. Ehab Kwar resigned his position and was replaced by Terrence Owens in March of 2020.

Request for Information

This financial report is designed to provide a general overview of the District's finances and accountability of the money it receives. If you have questions or comments about this report or need additional financial information, please contact the Director of Administration and Finance at 355 Texas Avenue, Round Rock, Texas 78664 or 512-248-3246.

BASIC FINANCIAL STATEMENTS

WILLIAMSON COUNTY AND CITIES HEALTH DISTRICT

STATEMENT OF NET POSITION DECEMBER 31, 2019

Assets

Current assets:

Cash and cash equivalents	\$ 289,257
Short-term investments	5,458,269
Grants and contracts receivable	2,420,068
Program service fees receivable	9,801
Prepaid expenses and other assets	124,681
	<hr/>
Total current assets	8,302,076

Noncurrent assets-

Capital assets:

Building improvements, furniture and equipment	674,265
Vehicles	341,839
Less accumulated depreciation	<hr/> (750,800)
Total capital assets, net	<hr/> 265,304
Total assets	<hr/> 8,567,380

Liabilities

Current liabilities:

Accounts payable	22,111
Accrued payroll	69,353
Accrued compensated absences	156,722
	<hr/>
Total current liabilities	248,186

Noncurrent liabilities-

Accrued compensated absences	<hr/> 104,481
Total liabilities	<hr/> 352,667

Deferred inflows of resources

Deferred contractual revenues	<hr/> 387,082
-------------------------------	---------------

Net position

Net investment in capital assets	265,304
Unrestricted	<hr/> 7,562,327
Total net position	<hr/> <hr/> \$ 7,827,631

The notes to the financial statements are an integral part of this statement.

WILLIAMSON COUNTY AND CITIES HEALTH DISTRICT

STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION YEAR ENDED DECEMBER 31, 2019

Operating revenues

Grant revenue	\$ 2,666,634
Contract revenue	1,600,000
Revenue received from Delivery System Reform Incentive Program	2,066,395
Revenue received from Williamson County	1,293,576
Revenue received from participating cities	785,988
Service fee revenue	1,185,056
Medicaid/Medicare	124,506
Other operating revenue	390,700
	<hr/>
Total operating revenues	10,112,855

Operating expenses

Administration and finance	1,375,335
Clinical services	1,976,550
Environmental health	830,145
WIC and community nutrition	1,420,680
Program eligibility and social services	898,061
Quality and strategic management	385,524
Epidemiology and emergency preparedness	710,080
Marketing and community engagement	280,641
Human resources	292,754
Immunization advocacy	453,197
Depreciation	102,296
	<hr/>
Total operating expenses	8,725,263

Operating income

1,387,592

Nonoperating revenues

Interest income	132,815
Other revenue	25,377
	<hr/>
Total nonoperating revenues	158,192

Change in net position

1,545,784

Total net position - beginning of year

6,281,847

Total net position - end of year

\$ 7,827,631

The notes to the financial statements are an integral part of this statement.

WILLIAMSON COUNTY AND CITIES HEALTH DISTRICT

STATEMENT OF CASH FLOWS YEAR ENDED DECEMBER 31, 2019

Cash flows from operating activities:

Cash received from patients/contributors	\$ 9,442,073
Cash payments for health care delivery	(1,599,010)
Cash payments to employees	(7,373,055)
	<hr/>
Net cash provided by operating activities	470,008
	<hr/>

Cash flows from noncapital financing activities-

Other nonoperating revenue received	25,377
	<hr/>

Cash flows from investing activities:

Receipts of interest income	132,815
Purchase of short-term investments, net	(741,055)
Purchase of capital assets	(57,863)
	<hr/>
Net cash used in investing activities	(666,103)
	<hr/>

Net decrease in cash and cash equivalents (170,718)

Cash and cash equivalents - beginning of year 459,975

Cash and cash equivalents - end of year \$ 289,257

Reconciliation of operating income to net cash provided by operating activities:

Operating income	\$ 1,387,592
Adjustments to reconcile operating income to net cash provided by operating activities:	
Depreciation expense	102,296
Non-cash grant revenue	(92,713)
Changes in operating assets and liabilities that provided (used) cash:	
Grants and contracts receivable	(507,957)
Program service fees receivable	(9,801)
Prepaid expenses and other assets	(52,475)
Accounts payable	(167,567)
Accrued payroll	(188,215)
Accrued compensated absences	59,159
Deferred contractual revenues	(60,311)
	<hr/>
Net cash provided by operating activities	<u>\$ 470,008</u>

NON-CASH INVESTING ACTIVITIES-

Contributed capital assets	<u>\$ 92,713</u>
----------------------------	------------------

The notes to the financial statements are an integral part of this statement.

**NOTES TO THE BASIC
FINANCIAL STATEMENTS**

WILLIAMSON COUNTY AND CITIES HEALTH DISTRICT

NOTES TO THE BASIC FINANCIAL STATEMENTS YEAR ENDED DECEMBER 31, 2019

NOTE A - REPORTING ENTITY AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Financial Reporting Entity

Williamson County and Cities Health District (the “District”) has provided public health services to Williamson County since 1943. The District was known as the Williamson County Health Department until 1989, when it was reorganized as a public health district. The District was formed through a Cooperative Agreement among Williamson County, the City of Cedar Park, the City of Georgetown, the City of Round Rock, and the City of Taylor. The Cities of Liberty Hill and Hutto joined the District in 2007. The City of Leander joined the District in 2013.

The eight governmental entities that form the District appoint citizen representatives to the Williamson County Board of Health, which has administrative authority and oversees the operation of the District. Each city appoints one director and Williamson County appoints two directors to staggered three year terms. Cities with a population less than 15,000 (presently Liberty Hill and Hutto) together select one board member to represent both entities.

The District’s funding is derived from contributions from member governments, grants from the State of Texas and the Federal government, client service fees, and other grants, contracts, and contributions. In addition to these funds, Williamson County contributes facilities, utilities, janitorial and maintenance services, telephone services, payroll processing, administration of the employee benefits program, computer network and software support as well as other data related services. Since the District receives funding from local, state and federal government sources, it must comply with the requirements of the entities providing those funds. However, the District is not included in any other governmental “reporting entity” as defined by the Governmental Accounting Standards Board (“GASB”), since Board members are appointed by member governments and have decision making authority. There are no component units included within the reporting entity.

Measurement Focus and Basis of Accounting

The basic financial statements are prepared in accordance with accounting principles generally accepted in the United States of America (“GAAP”). GASB is the governing body for establishing governmental accounting and financial reporting standards and, accordingly, the District applies all relevant GASB pronouncements. In accordance with GASB Statement No. 34, *Basic Financial Statements - and Management’s Discussion and Analysis - for State and Local Governments*, the District’s financial statements include a statement of net position, a statement of revenues, expenses, and changes in net position, and a statement of cash flows.

The District reports the basic financials statements as an Enterprise Fund, which is a proprietary fund. Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund’s principal ongoing operations. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

WILLIAMSON COUNTY AND CITIES HEALTH DISTRICT

NOTES TO THE BASIC FINANCIAL STATEMENTS YEAR ENDED DECEMBER 31, 2019

NOTE A - REPORTING ENTITY AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Measurement Focus and Basis of Accounting (Continued)

Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of the related cash flows. Grants, contributions, and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

The District allocates indirect expenses primarily comprised of central governmental services to operating functions and programs benefiting from those services. Central services include District management, accounting, financial reporting, payroll, procurement contracting and oversight, cash management, personnel services, and other administrative services.

Assets, Liabilities, Deferred Outflows/Inflows, and Net Position

Cash and Cash Equivalents

The District's cash and cash equivalents are considered to be cash on hand and a money market sweep account. Cash deposits are reported at carrying amounts, which reasonably estimate fair value.

Short-Term Investments

The District is entitled to invest any and all of its funds in obligations of the United States or its agencies and instrumentalities; direct obligations of the State of Texas or its agencies and instrumentalities; collateralized mortgage obligations directly issued by a federal agency or instrumentality of the United States; other obligations, the principal and interest of which are unconditionally guaranteed, insured by, or backed by the full faith and credit of the State of Texas or the United States or their respective agencies and instrumentalities; obligations of states, agencies counties, cities and other political subdivisions of any state rated as to investment quality by a nationally recognized investment firm not less than AAA or its equivalent; certificates of deposit if issued by a state bank, national bank or savings and loan association domiciled in this state; commercial paper; mutual funds and money market mutual funds; and certain investment pools.

The District invests in external local government investment pools, where the reported value of the pool is the same as the fair value of the pool shares. External local government investment pools are recognized at amortized costs as permitted by GASB Statement No. 79, *Certain External Investment Pools and Pool Participants*.

The District's investment policies and types of investments are governed by Section 2256 of the Texas Government Code ("Public Funds Investment Act"). The District's management believes that it complied with the requirements of the Public Funds Investment Act and the District's investment policies. The District accrues interest on temporary investments based on the terms and effective interest rates of the specific investments.

WILLIAMSON COUNTY AND CITIES HEALTH DISTRICT

NOTES TO THE BASIC FINANCIAL STATEMENTS YEAR ENDED DECEMBER 31, 2019

NOTE A - REPORTING ENTITY AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Assets, Liabilities, Deferred Outflows/Inflows, and Net Position (Continued)

Accounts Receivable

Contracts Receivable - Management estimates its allowance for doubtful accounts based upon a periodic review of the receivables arising from cost reimbursement contracts, prior collection history and knowledge of contracting agencies. The District had no allowance for uncollectable accounts at December 31, 2019, as management deemed all outstanding balance to be collectible.

Grants Receivable - Management considers all government grants receivable to be fully collectible based on past collection history from the various grantors.

Prepaid Items

Certain payments to vendors reflect costs applicable to future accounting periods on a consumption basis and are recorded as prepaid items in the financial statements.

Capital Assets

Capital assets, which include building improvements, furniture and equipment, and vehicles, are carried at historical cost if purchased or acquisition value at the time of donation. The District capitalizes outlays for new facilities and equipment and outlays that substantially increase the useful life of existing capital assets which have an initial, individual cost of \$5,000 or more. Ordinary maintenance and repairs are charged to expense when incurred. Disposals are removed at carrying cost less accumulated depreciation, with any resulting gain or loss included in other nonoperating revenue or expense.

Depreciation is recorded on the straight-line method over the following estimated useful lives:

<u>Capital Assets</u>	<u>Years</u>
Building Improvements	10 to 40
Furniture and Equipment	3 to 10
Vehicles	5

Source of Funds

Some funds from federal and other state sources represent fee for service reimbursements, as well as project grants. The funds that are specifically for individual patient service reimbursements are reported as local funds as directed by the Texas Department of State Health Services (“TDSHS”).

WILLIAMSON COUNTY AND CITIES HEALTH DISTRICT

NOTES TO THE BASIC FINANCIAL STATEMENTS YEAR ENDED DECEMBER 31, 2019

NOTE A - REPORTING ENTITY AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Assets, Liabilities, Deferred Outflows/Inflows, and Net Position (Continued)

Compensated Absences

The District maintains a paid-time-off plan for absences from work for illness or vacation. Under the plan, the cost of all compensated absences is accrued at the time the benefits are earned. At the time of termination, unused paid-time-off benefits may be paid up to a maximum of 532 hours.

Deferred Outflows of Resources and Deferred Inflows of Resources

The District complies with GASB Statement No. 63, *Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position*, which provides guidance for reporting the financial statement elements of deferred outflows of resources, which represent the consumption of the District's net position that is applicable to a future reporting period, and deferred inflows of resources, which represent the District's acquisition of net position applicable to a future reporting period.

The District complies with GASB Statement No. 65, *Items Previously Reported as Assets and Liabilities*, which establishes accounting and financial reporting standards that reclassify, as deferred outflows of resources or deferred inflows of resources, certain items that were previously reported as assets and liabilities and recognizes, as outflows of resources or inflows of resources, certain items that were previously reported as assets and liabilities.

Fair Value Measurements

The District complies with GASB Statement No. 72, *Fair Value Measurement and Application*, which defines fair value as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction. Fair value accounting requires characterization of the inputs used to measure fair value into a three-level fair value hierarchy as follows:

- Level 1 inputs are based on unadjusted quoted market prices for identical assets or liabilities in an active market the entity has the ability to access
- Level 2 inputs are observable inputs that reflect the assumptions market participants would use in pricing the asset or liability developed based on market data obtained from sources independent from the entity
- Level 3 inputs are unobservable inputs that reflect the entity's own assumptions about the assumptions market participants would use in pricing the asset or liability developed based on the best information available

WILLIAMSON COUNTY AND CITIES HEALTH DISTRICT

NOTES TO THE BASIC FINANCIAL STATEMENTS YEAR ENDED DECEMBER 31, 2019

NOTE A - REPORTING ENTITY AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Assets, Liabilities, Deferred Outflows/Inflows, and Net Position (Continued)

There are three general valuation techniques that may be used to measure fair value:

- Market approach - uses prices generated by market transactions involving identical or comparable assets or liabilities
- Cost approach - uses the amount that currently would be required to replace the service capacity of an asset (replacement cost)
- Income approach - uses valuation techniques to convert future amounts to present amounts based on current market expectations.

Net Position Classifications

In the financial statements, equity is classified as net position and displayed in three components:

- A. Net Investment in Capital Assets. This is the component of net position that represents capital assets net of accumulated depreciation.
- B. Restricted. This component of net position reports the constraints placed on the use of assets either by (1) external groups such as creditors, grantors, contributors or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.
- C. Unrestricted. This component of net position is the difference between the assets and liabilities not reported in net investment in capital assets and restricted net position.

When both restricted and unrestricted resources are available for use, it is the District's policy to use restricted resources first, then unrestricted resources as needed.

Revenue and Expenses

Revenue Classification

Amounts reported as *operating revenue* include 1) charges to clients or customers for goods, services, or privileges provided, 2) operating grants and contributions, and 3) capital grants and contributions. Internally dedicated resources are reported as *nonoperating revenue* rather than as program revenue.

Revenue from grants received from federal, state, and local governments are earned based on the District incurring allowable costs or providing services. Therefore, revenue is recognized as services are rendered and costs are incurred.

WILLIAMSON COUNTY AND CITIES HEALTH DISTRICT

NOTES TO THE BASIC FINANCIAL STATEMENTS YEAR ENDED DECEMBER 31, 2019

NOTE A - REPORTING ENTITY AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Revenue and Expenses (Continued)

Expenses

In the financial statements, expenses are classified by character and function.

Other

Risk Management

The District is exposed to various risks of loss related to tort; theft of, damage to and destruction of assets; errors and omissions; injuries to employees; professional malpractice; and natural disasters. During the year ended December 31, 2019, the District was covered by insurance for these various risks at a cost it considered to be economically justifiable. There were no claims for the year ended December 31, 2019.

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. Actual results could differ from those estimates.

Federal Income Taxes

The District is a State of Texas public health district as described in Chapter 121 of the State of Texas Health and Safety Code, and qualifies for exemption under Treasury Regulation 1.103-1(b). As such, no provision for federal income taxes has been provided in these financial statements.

Contributions

The State of Texas provides certain medical supplies to the District without charge. No value for services has been included in the financial statements.

WILLIAMSON COUNTY AND CITIES HEALTH DISTRICT

NOTES TO THE BASIC FINANCIAL STATEMENTS YEAR ENDED DECEMBER 31, 2019

NOTE A - REPORTING ENTITY AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Other (Continued)

Codification of Accounting and Financial Reporting Guidance

The District complies with GASB Statement No. 62, *Codification of Accounting and Financial Reporting Guidance Contained in Pre-November 30, 1989 FASB and AICPA Pronouncements*, which incorporates into GASB's authoritative literature certain accounting and financial reporting guidance issued by the Financial Accounting Standards Board and the American Institute of Certified Public Accountants on or before November 30, 1989, which does not conflict with or contradict GASB pronouncements.

Statement of Cash Flows

For purposes of the statement of cash flows, with the exception of short-term investments, the District considers all highly liquid investments with an original maturity of three months or less to be cash equivalents.

Recently Issued Accounting Pronouncement

In June 2017, the GASB issued GASB Statement No. 87, *Leases*, effective for fiscal years beginning after December 15, 2019. The objective of GASB Statement No. 87 is to improve accounting and financial reporting for leases by governments by requiring recognition of certain lease assets and liabilities that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on the payment provisions of the contract. GASB Statement No. 87 establishes a single model for lease accounting based on the foundational principle that leases are financings of the right to use an underlying asset. Under GASB Statement No. 87, a lessee is required to recognize a lease liability and an intangible right-to-use asset, and a lessor is required to recognize a lease receivable and deferred inflow of resources. Management is evaluating the effects that the full implementation of GASB Statement No. 87 will have on its financial statements and note disclosures for the year ended December 31, 2020.

NOTE B - STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY

Budgetary Information

The District's annual budget for the Enterprise Fund is prepared based on estimated expenses. The budget, including revisions, is submitted to the Board of Health for approval. All annual appropriations lapse at fiscal year end. Budgetary control is maintained at the branch level.

WILLIAMSON COUNTY AND CITIES HEALTH DISTRICT

NOTES TO THE BASIC FINANCIAL STATEMENTS YEAR ENDED DECEMBER 31, 2019

NOTE C - CASH AND CASH EQUIVALENTS AND INVESTMENTS

Custodial Credit Risk

Custodial credit risk for deposits is the risk that in the event of a bank failure, the District's deposits may not be returned or the District will not be able to recover collateral securities in the possession of an outside party. The District's policy requires cash deposits to be 100% secured by collateral valued at market or par, whichever is lower, less the amount of the Federal Deposit Insurance Corporation ("FDIC") insurance. Collateral agreements must be approved prior to deposit of funds as provided by law. The Board of Health has authorized the Williamson County Treasurer to direct and manage the funds invested and held by the District.

The District's deposits and investments are categorized to give an indication of the level of risk assumed by the District at the fiscal year-end. The three categories of credit risk are described below:

Category 1 - Insured, registered or securities held by the District, or by its agent in the District's name.

Category 2 - Uninsured and unregistered, with securities held by the counterparty's trust department, or agent in the District's name.

Category 3 - Uninsured and unregistered, with securities held by the counterparty, or its trust department, but not in the District's name.

At December 31, 2019, the District's carrying amount of cash deposits was \$289,257 and the bank balance was \$361,728. All cash deposits were categorized as Category 1 deposits as of December 31, 2019. Money market funds are included in cash and cash equivalents and are valued using Level 1 inputs that are based on market data from independent sources for similar securities.

The District's investments consisted of the following at December 31, 2019:

Types of Investments (Government-wide)	Fair Value	Cost	Average Credit Rating (1)	Weighted Average Days to Maturity
TexPool	\$ 80,780	\$ 80,780	AAAm	1
TexPool Prime	5,377,489	5,377,489	AAAm	1
Total Investments	<u>\$ 5,458,269</u>	<u>\$ 5,458,269</u>		

(1) Ratings are provided where applicable to indicate associated credit risk.

WILLIAMSON COUNTY AND CITIES HEALTH DISTRICT

NOTES TO THE BASIC FINANCIAL STATEMENTS YEAR ENDED DECEMBER 31, 2019

NOTE C - CASH AND CASH EQUIVALENTS AND INVESTMENTS (Continued)

The District had investments in Texas Local Governmental Investment Pool (“TexPool”), an external local government investment pool, at December 31, 2019. Although TexPool is not registered with the SEC as an investment company, it operates in a manner consistent with the SEC’s Rule 2a7 of the Investment Company Act of 1940. These investments are stated at fair value which is the same as the value of the pool shares.

TexPool is overseen by the Texas State Comptroller of Public Accounts, who is the sole officer, director and shareholder of the Texas Treasury Safekeeping Trust Company which is authorized to operate TexPool. TexPool also has an advisory board to advise on TexPool’s investment policy; this board is made up equally of participants and nonparticipants who do not have a business relationship with TexPool. Federated Investors manage daily operations of TexPool under a contract with the Comptroller and is the investment manager for the pool. TexPool’s investment policy stipulates that it must invest in accordance with the Public Funds Investment Act.

In accordance with GASB Statement No. 79, the external local government investment pools do not have any limitations and restrictions on withdrawals such as notice periods or maximum transaction amounts. These pools do not impose any liquidity fees or redemption gates.

NOTE D - RECEIVABLES AND UNCOLLECTIBLE ACCOUNTS

Governmental Receivables and Uncollectible Accounts

Significant receivables include the amount due from intergovernmental services. In general, most receivables are due within one year.

The following is a detail of outstanding governmental accounts receivable as of December 31, 2019:

Federal	\$ 2,135,000
County	268,276
Other	<u>16,792</u>
Grants and Contracts Receivable	<u>\$ 2,420,068</u>

NOTE E - LEASE OBLIGATIONS

The District leases various pieces of office equipment currently utilized in its operations on a month-to-month basis through December 2022. The lease agreements contain a non-appropriations clause and could be cancelled if funding was terminated. Total rent expense for these leases were \$115,068 for the year ended December 31, 2019.

WILLIAMSON COUNTY AND CITIES HEALTH DISTRICT

NOTES TO THE BASIC FINANCIAL STATEMENTS YEAR ENDED DECEMBER 31, 2019

NOTE F - CAPITAL ASSETS

Capital asset activity for the year ended December 31, 2019, is as follows:

	Balance December 31, 2018	Additions	Retirements	Balance December 31, 2019
Depreciable Assets:				
Building improvements and furniture and equipment	\$ 652,300	\$ 21,965	\$ -	\$ 674,265
Vehicles	228,475	128,611	(15,247)	341,839
Total Depreciable Assets	<u>880,775</u>	<u>150,576</u>	<u>(15,247)</u>	<u>1,016,104</u>
Less Accumulated Depreciation for:				
Building improvements and furniture and equipment	580,571	25,294	-	605,865
Vehicles	83,180	77,002	(15,247)	144,935
Total Accumulated Depreciation	<u>663,751</u>	<u>102,296</u>	<u>(15,247)</u>	<u>750,800</u>
Total Capital Assets, net	<u>\$ 217,024</u>	<u>\$ 48,280</u>	<u>\$ -</u>	<u>\$ 265,304</u>

Depreciation expense for the year ended December 31, 2019 totaled \$102,296.

NOTE G - EMPLOYEES' PENSION PLAN

Williamson County provides retirement, disability, and death benefits for all of its fulltime employees through a nontraditional defined benefit pension plan in the statewide Texas County and District Retirement System ("TCDRS"). The District's eligible employees are considered part of Williamson County's retirees and Williamson County administers the TCDRS plan for the District. The District is required to contribute the matching employer portion to Williamson County for its participating employees. The employer contribution rate is actuarially determined annually and was 14.03% in 2019. Eligible District employees are required to contribute 7% of their gross wages through payroll withholding. Participating employees vest after eight years of service and is fully funded. Contributions for the year ended December 31, 2019, totaled \$708,880 and \$353,291 from the District and its employee participants, respectively.

WILLIAMSON COUNTY AND CITIES HEALTH DISTRICT

NOTES TO THE BASIC FINANCIAL STATEMENTS YEAR ENDED DECEMBER 31, 2019

NOTE H - CONCENTRATIONS AND CONTINGENCIES

The District participates in a number of federal and state financial assistance programs, Medicare and Medicaid programs. These programs are subject to financial and compliance audits by the grantors or their representatives and regulatory authorities. The purpose of the audits is to ensure compliance with conditions relating to the granting of funds and other reimbursement regulations. The District's management believes that any liability for reimbursement which may arise as the result of these audits is not material to the financial position of the District.

During the ordinary course of business, the District becomes exposed to various risks of loss related to torts, theft of, damage and destruction of assets; business interruption; errors and omissions; job related illnesses or injuries to employees; and natural disasters, for which it carries commercial insurance at levels consistent with that of prior years. Risk retention is substantially confined to customarily nominal policy deductibles, with the exception of higher deductible limits for directors' and officers' liability. Resulting risk management liabilities, if any, are reported when it is probable that a loss has occurred and the amount of the loss can be reasonably estimated.

The District receives a significant portion of its public support from agencies of the federal, state and local governments. If this support reduced due to budget cuts, the District's source of funding could decrease. If this were to occur, it is management's opinion that the District's ability to continue many of the current activities could be significantly limited. At December 31, 2019, three agencies comprised approximately 98% of receivables; TDSHS accounted for approximately 22%, Williamson County accounted for approximately 11%; while Health and Human Services Commission accounted for approximately 65%. The District received approximately 46% of its funding from two agencies; TDSHS funding accounted for approximately 25%, while funds related to the Medicaid 1115 Waiver accounted for approximately 21% for the year ended December 31, 2019.

NOTE I - RELATED PARTY

Under a Cooperative Agreement, the District received cash contributions from Williamson County of \$1,293,576 for the year ended December 31, 2019. In addition, Williamson County provided funding for telephone services, computer equipment, dues, internet, e-mail and data services, software maintenance and radio fees. The amount provided for these services was \$47,817 for the year ended December 31, 2019. Williamson County also provides the District with in-kind contributions of facilities, utilities, janitorial and maintenance services, capital improvements, payroll processing, administration of the employee benefits program, computer network and telecom support. The amount of these services cannot be reasonably estimated and have not been reported in these financial statements.

WILLIAMSON COUNTY AND CITIES HEALTH DISTRICT

NOTES TO THE BASIC FINANCIAL STATEMENTS YEAR ENDED DECEMBER 31, 2019

NOTE I - RELATED PARTY (Continued)

The District also received cash contributions from the cities of Round Rock, Georgetown, Cedar Park, Taylor, Leander, Hutto, and Liberty Hill that aggregated \$785,988 for the year ended December 31, 2019.

NOTE J – SUBSEQUENT EVENTS

In March 2020, the World Health Organization declared the outbreak of a novel coronavirus (COVID-19) as a pandemic, which continues to spread throughout the United States. While the disruption is expected to be temporary, there is uncertainty around the duration. Due to the nature of the District's services, the pandemic may not necessarily negatively impact the District's business, results of operations, and financial position; however, the related financial impact cannot be reasonably estimated at this time.

SUPPLEMENTAL INFORMATION

WILLIAMSON COUNTY AND CITIES HEALTH DISTRICT

SCHEDULE OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION - BUDGET TO ACTUAL YEAR ENDED DECEMBER 31, 2019

	<u>Budgeted Amounts</u>		<u>Actual Amounts</u>	<u>Variance with Final Budget</u>
	<u>Original</u>	<u>Final</u>		
Operating revenues				
Federal, state and local revenue	\$ 4,721,785	4,583,695	6,346,198	1,762,503
Service fee revenue	940,000	940,000	1,185,056	245,056
Medicaid/Medicare	1,805,526	1,805,526	2,190,901	385,375
Other operating revenue	2,039,000	2,044,000	390,700	(1,653,300)
Total operating revenues	<u>9,506,311</u>	<u>9,373,221</u>	<u>10,112,855</u>	<u>739,634</u>
Operating expenses				
Salaries	5,511,002	5,511,002	5,164,879	346,123
Benefits	2,196,041	2,196,041	2,079,120	116,921
Operating costs	1,560,903	1,576,178	1,481,264	94,914
Total operating expenses	<u>9,267,946</u>	<u>9,283,221</u>	<u>8,725,263</u>	<u>557,958</u>
Operating income	<u>238,365</u>	<u>90,000</u>	<u>1,387,592</u>	<u>1,297,592</u>
Nonoperating revenues				
Interest income and other revenue	90,000	90,000	158,192	68,192
Total nonoperating revenues	<u>90,000</u>	<u>90,000</u>	<u>158,192</u>	<u>68,192</u>
Change in net position	328,365	180,000	1,545,784	1,365,784
Total net position, beginning of year	<u>6,281,847</u>	<u>6,281,847</u>	<u>6,281,847</u>	<u>-</u>
Total net position - end of year	<u>\$ 6,610,212</u>	<u>6,461,847</u>	<u>7,827,631</u>	<u>1,365,784</u>

FEDERAL AWARDS SECTION



MAXWELL LOCKE & RITTER LLP

Accountants and Consultants

An Affiliate of CPAmerica International

tel (512) 370 3200 fax (512) 370 3250

www.mlrc.com

Austin: 401 Congress Avenue, Suite 1100

Austin, TX 78701

Round Rock: 411 West Main Street, Suite 300

Round Rock, TX 78664

**INDEPENDENT AUDITORS’ 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***

The Board of Health of the
Williamson County and Cities Health District:

We have audited, 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, the financial statements of the business-type activities of the Williamson County and Cities Health District (the “District”), as of and for the year ended December 31, 2019, and the related notes to the financial statements, which collectively comprise the District’s basic financial statements, and have issued our report thereon dated May 5, 2020.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the District’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 District’s internal control. Accordingly, we do not express an opinion on the effectiveness of the District’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.

Affiliated Company

ML&R WEALTH MANAGEMENT LLC

“A Registered Investment Advisor”

This firm is not a CPA firm

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 District'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.

Maxwell Locke + Ritter LLP

Austin, Texas
May 5, 2020



MAXWELL LOCKE & RITTER LLP

Accountants and Consultants

An Affiliate of CPAmerica International

tel (512) 370 3200 fax (512) 370 3250

www.mlrpc.com

Austin: 401 Congress Avenue, Suite 1100

Austin, TX 78701

Round Rock: 411 West Main Street, Suite 300

Round Rock, TX 78664

INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM AND REPORT ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE

The Board of Health of the
Williamson County and Cities Health District:

Report on Compliance for the Major Federal Program

We have audited the Williamson County and Cities Health District's (the "District") compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on the District's major federal program for the year ended December 31, 2019. The District's major federal program is identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of federal awards applicable to its federal programs.

Auditors' Responsibility

Our responsibility is to express an opinion on compliance for the District's major federal program 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 the audit requirements of Title 2 *U.S. Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* ("Uniform Guidance"). Those standards and the Uniform Guidance 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 the District's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

Affiliated Company

ML&R WEALTH MANAGEMENT LLC

"A Registered Investment Advisor"

This firm is not a CPA firm

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

Opinion on the Major Federal Program

In our opinion, the District complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on its major federal program for the year ended December 31, 2019.

Report on Internal Control Over Compliance

Management of the District 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 the District's internal control over compliance with the types of requirements that could have a direct and material effect on the major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for the major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, 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 the District'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 the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Maxwell Locke + Ritter LLP

Austin, Texas
May 5, 2020

WILLIAMSON COUNTY AND CITIES HEALTH DISTRICT

**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
YEAR ENDED DECEMBER 31, 2019**

Federal Grantor/ Pass-Through Grantor/ Program Title	Federal CFDA Number	Pass-Through Entity Identifying Number	Total Federal Expenditures
<u>U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES</u>			
Passed through the Texas Department of State Health Services:			
Immunization Cooperative Agreements- Immunization Grants -2020	93.268	HHS000119700020 A01	\$ 488,228
Preventive Health and Health Services Block Grant	93.991	537-18-0255-00001	94,349
Preventive Health and Health Services Block Grant	93.991	HHS000485600051	50,213
Total CFDA 93.991			144,562
Public Health Emergency Preparedness- Preparedness & Prevention DSHS - ZIKA ELC/PHPR/VC	93.069	537-18-0358-00001 A01	18,724
Hospital Preparedness Program (HPP) and Public Health Emergency Preparedness (PHEP) Aligned Cooperative Agreements- Public Health Emergency Preparedness - DSHS - CPS/HAZARDS	93.074	537-18-0155-00001 A02	266,942
Project Grants and Cooperative Agreements for Tuberculosis Control Programs- TB/PC FEDERAL	93.116	HHS000036000020 A01	50,434
Public Health Emergency Response: Cooperative Agreement for Emergency Response: Public Health Crisis Response- Public Health Crisis Response - DSHS - CRISIS COAG	93.354	HHS000371500032	92,527
Total passed through the Texas Department of State Health Services			1,061,417
Passed through the Association of Food and Drug Officials:			
Food and Drug Administration Research	93.103	G-SP-1809-06090	3,000
Food and Drug Administration Research	93.103	G-T-1809-06111	3,000
Food and Drug Administration Research	93.103	G-MP-1709-05330	20,000
Total Passed through the Association of Food and Drug Officials and CFDA 93.103			26,000
Passed through National Environmental Health Association- Strengthening Public Health Systems and Services through National Partnerships to Improve and Protect the Nation's Health	93.421	CDC-RFA-OT18-1802	1,900
Medicaid Cluster			
Passed through Texas Health and Human Services Commission- Medical Assistance Program	93.778	529-14-0044-00002	113,877
Total Medicaid Cluster			113,877
TOTAL U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES			1,203,194
<u>U.S. DEPARTMENT OF AGRICULTURE</u>			
Passed through the Passed through Texas Health and Human Services Commission-			
WIC Special Supplemental Nutrition Program for Women, Infants and Children:			
Supplemental Nutrition Program for WIC - 2019	10.557	2017-049806-001 A02	932,647
Supplemental Nutrition Program for WIC - 2020	10.557	2017-049806-001 A03	316,563
Supplemental Nutrition Program for WIC (Donated Equipment)	10.557		92,713
Total CFDA 10.557			1,341,923
TOTAL U.S. DEPARTMENT OF AGRICULTURE			1,341,923
TOTAL EXPENDITURES OF FEDERAL AWARDS			\$ 2,545,117

WILLIAMSON COUNTY AND CITIES HEALTH DISTRICT

NOTES TO THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS YEAR ENDED DECEMBER 31, 2019

1. BASIS OF PRESENTATION

The accompanying schedule of expenditures of federal awards (the “Schedule”) includes the federal award activity of the Williamson County and Cities Health District (the “District”) under programs of the federal government for the year ended December 31, 2019. The information in this Schedule is presented in accordance with the requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (“Uniform Guidance”). Because the Schedule presents only a selected portion of the operations of the District, it is not intended to and does not present the financial position, change in net position, or cash flows of the District.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Accounting

Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement. The District has elected not to use the 10% de minimis indirect cost rate as allowed under the Uniform Guidance.

Relationship to Federal Financial Reports

Amounts reported in the Schedule agree with the amounts reported in the related federal financial reports in all significant respects.

Valuation of Non-cash Programs

The District values revenues and expenditures for the WIC Special Supplemental Nutrition Program for Women, Infants and Children program based on the value of the donated asset.

WILLIAMSON COUNTY AND CITIES HEALTH DISTRICT

SCHEDULE OF FINDINGS AND QUESTIONED COSTS YEAR ENDED DECEMBER 31, 2019

SECTION I - SUMMARY OF AUDITORS' RESULTS

FINANCIAL STATEMENTS

Type of auditors' report issued on whether the financial statements were prepared in accordance with GAAP: Unmodified

Internal control over financial reporting:

Material weakness(es) identified? yes no

Significant deficiency(ies) identified ? yes none reported

Noncompliance material to financial statements noted? yes no

FEDERAL AWARDS

Internal control over the major federal program:

Material weakness(es) identified? yes no

Significant deficiency(ies) identified? yes none reported

Type of auditors' report issued on compliance for the major federal program-

WIC Special Supplemental Nutrition Program for Women, Infants and Children Unmodified

Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)? yes no

Identification of the major federal program-

CFDA Number(s)	Name of Federal Program or Cluster
10.557	WIC Special Supplemental Nutrition Program for Women, Infants and Children

Dollar threshold used to distinguish between type A and type B programs: \$750,000

Auditee qualified as low-risk auditee? yes no

WILLIAMSON COUNTY AND CITIES HEALTH DISTRICT

SCHEDULE OF FINDINGS AND QUESTIONED COSTS YEAR ENDED DECEMBER 31, 2019

SECTION II - FINANCIAL STATEMENT FINDINGS

There were no findings required to be reported in accordance with *Government Auditing Standards* for the years ended December 31, 2019 and 2018.

SECTION III - FEDERAL AWARD FINDINGS AND QUESTIONED COSTS

There were no findings or questioned costs required to be reported in accordance with 2 CFR 200.516(a) for the year ended December 31, 2019. Refer to the Summary Schedule of Prior Audit Findings for the current status of the finding reported for the year ended December 31, 2018.

WCCHD Board of Health:

Marlene McMichael, Chair, Williamson County
Edward Strout, Cedar Park
Mary Faith Sterk, Georgetown
Terrence Owens, Hutto
Scott Parker, Leander/Liberty Hill
Cynthia Flores, Round Rock
Joan Maxwell, Taylor
Joanne Land, Williamson County



Derrick L. Neal M.P.A., WCCHD Executive Director

May 05, 2020

SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS (AUDITEE PREPARED)

YEAR ENDED DECEMBER 31, 2019

Finding 2018-001

Condition: The District did not obtain price or rate quotations from qualified sources for one selection which was procured under the small purchase procedure method.

Status: During fiscal year 2019, the District reviewed and made revisions to its procurement policy in August 2019. Subsequent to this revision, the District determined the need for an additional review and technical assistance related to its procurement policy. The District will be reviewing the guidelines and procedures again for proposal and adoption by the Board of Health. This is planned to be completed and presented to the Board of Health by the July 2020 scheduled meeting.