

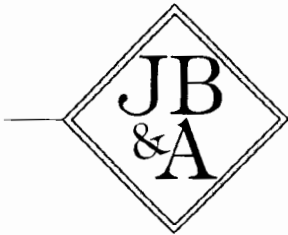
**JACKSON COUNTY COMMISSION ON AGING, INC.**

**INDEPENDENT AUDITOR'S REPORT AND  
RELATED FINANCIAL STATEMENTS**

**SEPTEMBER 30, 2021**

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# JOHN BURDETTE & ASSOCIATES

CERTIFIED PUBLIC ACCOUNTANTS

P.O. BOX 418 • BUCKHANNON WV 26201 • (304) 472-3600 • FAX (304) 472-3601

## INDEPENDENT AUDITOR'S REPORT

To the Board of Directors  
Jackson County Commission on Aging, Inc.  
Ripley, West Virginia

We have audited the accompanying financial statements of Jackson County Commission on Aging, Inc. (a nonprofit organization), which comprise the statement of financial position as of September 30, 2021, and the related statements of activities and cash flows for the year then ended, and the related notes to the financial statements.

### **Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with 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 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. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

### **Opinion**

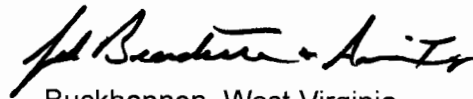
In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Jackson County Commission on Aging, Inc. as of September 30, 2021, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

**Other Information**

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedule of revenues and support and schedule of expenditures of state awards are presented for purposes of additional analysis and are not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the 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 June 24, 2022 on our consideration of Jackson County Commission on Aging, Inc.'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 Jackson County Commission on Aging, Inc.'s internal control over financial reporting and compliance.



Buckhannon, West Virginia  
June 24, 2022

**JACKSON COUNTY COMMISSION ON AGING, INC.**  
**STATEMENT OF FINANCIAL POSITION**  
**SEPTEMBER 30, 2021**

**ASSETS**

**Current Assets**

Cash and cash equivalents	\$ 158,064
Accounts receivable, net	3,160
Grants receivable	60,423
Jackson County Community Foundation	219,604
Prepaid expenses	<u>9,752</u>

Total current assets 451,003

**Property and Equipment** 1,284,189

**TOTAL ASSETS** \$ 1,735,192

**LIABILITIES AND NET ASSETS**

**Current Liabilities**

Accounts payable	\$ 7,852
Accrued wages payable	11,264
Accrued vacation	22,439
Payroll taxes payable	<u>1,524</u>

Total current liabilities 43,079

**Net Assets**

Without donor restrictions 1,692,113

Total net assets 1,692,113

**TOTAL LIABILITIES AND NET ASSETS** \$ 1,735,192

The accompanying notes are an integral part of this statement

**JACKSON COUNTY COMMISSION ON AGING, INC.**  
**STATEMENT OF ACTIVITIES**  
**SEPTEMBER 30, 2021**

	<b>Without Donor Restrictions</b>	<b>With Donor Restrictions</b>	<b>Total</b>
<b>REVENUE AND SUPPORT</b>			
Federal financial assistance	\$ 270,792	\$	\$ 270,792
State grant allocations	544,439		544,439
Other grants	10,000		10,000
Donations and match	14,058		14,058
Donations - In-Kind	10,800		10,800
County commission	15,000		15,000
Medicaid	6,948		6,948
Project income	74,302		74,302
Interest income	5,120		5,120
Rent	8,700		8,700
Unrealized Gain on Investments	3,981		3,981
Realized Gain on Investments	12,780		12,780
Gain on sale of vehicles	3,000		3,000
Net assets released from restrictions:			
Restrictions released with time			
Total Revenue and Support	979,920		979,920
<b>EXPENSES</b>			
Program Services:			
Title III-B	42,380		42,380
Title III-D	1,480		1,480
Title III-E	9,465		9,465
Title III-C - congregate	37,028		37,028
Title III-C - home delivered	412,982		412,982
LIFE	120,224		120,224
Medicaid and waiver	8,142		8,142
Veterans	11,766		11,766
FAIR	47,682		47,682
Lighthouse/SAMS	147,958		147,958
Aqua fitness	35,614		35,614
Support Services:			
Management and general	123,830		123,830
Total Expenses	998,551		998,551
Change in Net Assets	(18,631)		(18,631)
<b>NET ASSETS AT BEGINNING OF YEAR</b>	1,710,744		1,710,744
<b>NET ASSETS AT END OF YEAR</b>	<b>\$ 1,692,113</b>	<b>\$</b>	<b>\$ 1,692,113</b>

The accompanying notes are an integral part of this statement

**JACKSON COUNTY COMMISSION ON AGING, INC.**  
**STATEMENT OF FUNCTIONAL EXPENSES**  
**FOR THE YEAR ENDED SEPTEMBER 30, 2021**

	Title III-B	Title III-D	Title III-E	Title III-C		LIFE	Medicaid Waiver	Veterans
				Congregate	Home Delivered			
Salaries and wages	\$30,549	\$ 1,324	\$ 8,476	\$ 15,258	\$187,425	\$ 56,008	\$ 6,563	\$ 10,289
Fringe benefits	6,841	130	980	1,544	25,487	8,096	721	1,129
Travel			9		115		758	274
Printing and supplies		26		1,447	13,477	8,797	72	74
Repairs and maintenance	3,411			2,830	16,032	19,606		
Communications and utilities	400			4,709	36,295	7,140	28	
Insurance					5,169	13,489		
Professional services					338	5,000		
Rawfood				10,156	106,189			
Disposables				1,044	17,349			
Transportation costs	1,179				4,566	2,088		
Rent								
Depreciation								
Other				40	540			
<b>Total Functional Expenses</b>	<b>\$42,380</b>	<b>\$ 1,480</b>	<b>\$ 9,465</b>	<b>\$ 37,028</b>	<b>\$412,982</b>	<b>\$120,224</b>	<b>\$ 8,142</b>	<b>\$ 11,766</b>

**JACKSON COUNTY COMMISSION ON AGING, INC.  
STATEMENT OF FUNCTIONAL EXPENSES (CONTINUED)  
FOR THE YEAR ENDED SEPTEMBER 30, 2021**

	FAIR	Lighthouse/ SAMS	Aqua Fitness	Admin General	Totals (Memorandum Only)
Salaries and wages	\$ 40,016	\$ 122,899	\$ 16,698	\$ 13,575	\$ 509,080
Fringe benefits	6,801	18,806	6,888	3,523	80,946
Travel	865	4,676		54	6,751
Printing and supplies		393	561	4,934	29,781
Repairs and maintenance			9,131	683	51,693
Communications and utilities		724	456	2,091	51,843
Insurance			1,800		20,458
Professional services				225	5,563
Rawfood					116,345
Disposables					18,393
Transportation costs					7,833
Rent				10,800	10,800
Depreciation				86,657	86,657
Other		460	80	1,288	2,408
<b>Total Functional Expenses</b>	<b>\$ 47,682</b>	<b>\$ 147,958</b>	<b>\$ 35,614</b>	<b>\$ 123,830</b>	<b>\$ 998,551</b>

The accompanying notes are an integral part of this statement.



**JACKSON COUNTY COMMISSION ON AGING, INC.  
STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED SEPTEMBER 30, 2021**

**CASH FLOWS FROM OPERATING ACTIVITIES**

Change in net assets	\$ (18,631)
Adjustments to reconcile change in net assets to net cash provided by operating activities:	
Depreciation	86,657
Unrealized gain on investment	(3,981)
Realized Gain on Investment	(12,780)
Gain on sale of vehicle	(3,000)
(Increase) decrease in operating assets:	
Accounts and grants receivable	(13,253)
Prepaid expenses	(3,299)
Increase (decrease) in operating liabilities:	
Accounts payable	768
Accrued wages payable	(1,830)
Accrued payroll taxes	(6,363)
<u>NET CASH PROVIDED BY OPERATING ACTIVITIES</u>	<u>24,288</u>

**CASH FLOWS FROM INVESTING ACTIVITIES**

Proceeds from sale of vehicle	3,000
Purchase of property and equipment	(51,311)
Decrease in annuity	82,092
Increase Jackson Community Foundation	(136,292)
<u>NET CASH USED IN INVESTING ACTIVITIES</u>	<u>(102,511)</u>

**CASH FLOWS FROM FINANCING ACTIVITIES**

<u>NET CASH USED IN FINANCING ACTIVITIES</u>	<u>                    </u>
Decrease in cash and cash equivalents	(78,223)
<b>CASH AND CASH EQUIVALENTS, beginning of year</b>	<u>236,287</u>
<b>CASH AND CASH EQUIVALENTS, end of year</b>	<u><u>\$ 158,064</u></u>

The accompanying notes are an integral part of this statement

**JACKSON COUNTY COMMISSION ON AGING, INC.  
NOTES TO FINANCIAL STATEMENTS**

**NOTE 1. NATURE OF OPERATIONS**

Jackson County Commission on Aging, Inc. is a non-profit organization which provides services to low income individuals and families in Jackson County, West Virginia. Jackson County Commission on Aging, Inc.'s headquarters are located in Ripley, West Virginia.

The objectives of Jackson County Commission on Aging, Inc. are to:

Establish, conduct, implement, operate, coordinate and finance programs for the benefit of the low-income, minority, elderly, disadvantaged and handicapped citizens of Jackson County in the fields of education, economics, health recreation, natural planning, transportation, industrial and business development, and other social and public welfare programs;

Consult with and advise the regional agencies in the development plans as specified by grantee agency, state and federal regulation as they would affect the low-income, minority, elderly, disadvantaged and handicapped citizens of Jackson County;

Enter into cooperative agreements with municipal, county, Area Agency on Aging, state, federal or other public bodies and/or agencies in establishing, conducting, implementing operation and coordinating and financing of said programs for the benefit of low-income minority, elderly, disadvantaged and handicapped citizens of Jackson County;

Act as a "community focal point" in Jackson County for the coordination of the broadest range of services to benefit the low-income, minority, elderly, disadvantaged and handicapped citizens of Jackson County;

Develop and administer multi-purpose senior citizens and a network of satellite centers in Jackson County;

Develop and promote cooperative relationships between Jackson County Commission on Aging, Inc. and other allied organizations, agencies and programs interested in the needs and aspirations of the low-income, minority, elderly, disadvantaged and handicapped citizens of Jackson County; and

Develop and administer such rules, policies, procedures and guidelines as may be necessary to carry out the above objectives consistent with local, state and federal laws and grant and contract agreements entered into by the organization.

**JACKSON COUNTY COMMISSION ON AGING, INC.  
NOTES TO FINANCIAL STATEMENTS (CONTINUED)**

**NOTE 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**Basis of Accounting**

Assets, liabilities, revenues and expenses are recognized on the accrual basis of accounting. Under the accrual basis of accounting, revenue is recognized when earned and expenses are recognized as they are incurred.

**Property and Depreciation**

It is the Organization's policy to capitalize property and equipment with cost criteria greater than \$5,000. All items below this threshold are expensed when purchased. Property and equipment are depreciated using the straight-line method. The estimated useful lives of the related assets are as follows:

Building	39 years
Equipment	5 - 10 years
Vehicles	5 years

**Maintenance and Repairs**

Minor renewals and replacements are charged against income-major renewals and replacements are charged to appropriate asset accounts.

**Income Tax**

Jackson County Commission on Aging, Inc. is exempt from income taxes under Section 501(c)(3) of the Internal Revenue Code. However, certain activities are considered unrelated to the Organization's exempt purpose and the Organization reports those activities as unrelated business income. As such, the Organization, if necessary, will record a provision for federal income taxes.

The Organization's Forms 990, Return of Organization Exempt from Income Tax, are generally subject to examination by the Internal Revenue Service for three years after they are filed.

**Estimates**

In preparing financial statements management must make estimates based on future events that affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities as of the date of the financial statements, and revenues and expenses during the reporting period. Actual results could differ from these estimates.

**Cash and Cash Equivalents**

For purposes of the statement of cash flows, the Organization considers all highly liquid investments available for current use with an initial maturity of three months or less to be cash equivalents.

**JACKSON COUNTY COMMISSION ON AGING, INC.  
NOTES TO FINANCIAL STATEMENTS (CONTINUED)**

**NOTE 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**Expense Allocation**

The costs of providing various programs and other activities have been summarized on a functional basis in the Statement of Functional Expenses. Accordingly, all costs have been allocated among the programs.

**Accrued Vacation**

In accordance with the Organization's personnel policies, employees earn vacation time throughout the year. Vacation time earned but not taken at the time of an employees' termination will be paid to the employee. Therefore, all unpaid vacation expense as of the end of each fiscal year is accrued under the rules of a vested plan.

**Basis of Presentation**

Contributions received are recorded as without donor restrictions or with donor restrictions, depending on the existence and/or nature of any donor restrictions.

**Without donor restrictions** – Consists of net assets available to support operations and not subject to donor restrictions.

**With donor restrictions** – Consists of net assets that are subject to donor-imposed restrictions. Some restrictions may be temporary in nature, such as those that are restricted by a donor for use for a particular purpose or in a particular future period. Other restrictions may be perpetual in nature, such as those that are restricted by a donor that the resources be maintained in perpetuity.

Support that is restricted by the donor is reported as an increase in without donor restrictions net assets if the restriction expires in the reporting period in which the support is recognized. All other donor-restricted support is reported as an increase in with donor restrictions net assets, depending on the nature of the restriction. When a restriction expires (that is, when a stipulated time restriction ends or purpose restriction is accomplished), with donor restrictions net assets are reclassified to without donor restrictions net assets and reported in the Statement of Activities as net assets released from restrictions. Federal grant awards are classified as refundable advances until expended for the purpose of the grants since they are conditional promises to give.

Gifts of land, buildings, and equipment are presented as without restrictions support unless explicit donor stipulations specify how the donated assets must be used. Gifts of long-lived assets with explicit restrictions that specify how the assets are to be used and gifts of cash or other assets that must be used to acquire long-lived assets are reported as with donor restrictions support.

**Inventory**

In accordance with grant award budgets approved by funding sources, inventory is recorded at cost as an asset in the period during which it is purchased.

**JACKSON COUNTY COMMISSION ON AGING, INC.  
NOTES TO FINANCIAL STATEMENTS (CONTINUED)**

**NOTE 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**Donated Services, Space and Other**

Donated hourly services are valued at the federal established minimum wage or the fair value of skilled services. Donated space is valued at the estimated fair rental value. Donated other is valued at the estimated fair market value at the date of receipt. The Organization does not record donated services, space and other in excess of the amount required to meet grant matching agreements.

**Advertising**

The Organization uses advertising to promote its programs among the audiences it serves. The costs of advertising are expensed as incurred.

**NOTE 3. CONTINGENCIES**

Jackson County Commission on Aging, Inc. receives a substantial amount of support from federal, state, and local governments. A significant reduction in the level of this support, if such were to occur, would have a material effect on the Organization's programs and activities.

**NOTE 4. ACCOUNTS AND GRANTS RECEIVABLE**

Accounts and grants receivable consist of the following at September 30, 2021:

Accounts receivable	\$ 3,160
Grants receivable	60,423
	-----
Total	\$ 63,583
	=====

**NOTE 5. INVESTMENTS**

The Cost and estimated market value of investment securities at September 30, 2021, are as follows:

	Amortized Cost	Gross Unrealized Gains	Gross Unrealized Losses	Estimated Market Value
Jackson County Community Foundation	\$ 209,048	\$ 10,556	\$ -0-	\$ 219,604
	=====	=====	=====	=====

**JACKSON COUNTY COMMISSION ON AGING, INC.  
NOTES TO FINANCIAL STATEMENTS (CONTINUED)**

**NOTE 6. PROPERTY AND EQUIPMENT**

A summary of the components of property and equipment as of September 30, 2021, is as follows:

Land	\$	201,566
Buildings and Improvements		2,338,842
Equipment		134,177
Vehicles		175,234
		2,849,819
Total		2,849,819
Less: Accumulated Depreciation		(1,565,630)
		1,284,189
Total property and equipment	\$	1,284,189

Depreciation expense for the year ended September 30, 2021 was \$86,657.

**NOTE 7. OPERATING LEASE**

The Organization leases the building and land associated with the Sandyville senior center. This lease was entered into on January 1, 1995, and is for a period of fifty (50) years ending December 31, 2044. Intent to terminate the lease must be made known at least 30 days prior to the first day of each calendar year. The base rent for the premises is set at \$1 per year. Lease expense was \$1 for the year ended September 30, 2021.

The following is a schedule of future minimum lease payments required under the Organization's operating lease:

2022	\$	1
2023		1
2024		1
2025		1
2026		1
Thereafter		18
		23
Total	\$	23

The Organization recognized the fair market rental value of \$10,800 as in-kind donation and \$10,800 as in-kind rent expense for the year ended September 30, 2021.

**JACKSON COUNTY COMMISSION ON AGING, INC.  
NOTES TO FINANCIAL STATEMENTS (CONTINUED)**

**NOTE 8. CONCENTRATIONS OF CREDIT RISK**

**Cash**

The Organization maintains cash balances in checking and savings accounts at various banks throughout the region in which it operates. Accounts at each institution are insured by the Federal Deposit Insurance Corporation up to \$250,000. At September 30, 2021, deposits in any one financial institution did not exceed \$250,000.

**Funds Receivable**

The Organization provides various services to the elderly and low-income individuals in Jackson County, West Virginia, on a third-party reimbursement basis. The Organization bills the various funding sources in accordance with contractual agreements without requiring collateral or any other security. Funds receivable have been adjusted for all known uncollectible accounts. An allowance for bad debts has not been created because the amount, if any, is not considered material.

**NOTE 9. CONTINGENT LIABILITIES**

The Organization's programs are generally funded from federal, state and local sources, principal of which are programs of the U.S. Department of Health and Human Services and the U.S. Department of Agriculture. Federal and state grants received for specific purposes are subject to audit and review by grantor agencies. Such audits and reviews could result in request for reimbursements to grantor agencies for expenditures disallowed under the terms of the grants. The amount, if any, of expenditures which may be disallowed by grantor agencies cannot be determined at this time, although management believes such amounts, if any, to be immaterial.

**NOTE 10. MATCHING FUNDS**

During the year ended September 30, 2021, the Organization received \$15,000 unrestricted monies from the County Commission of which \$1,650 was used as matching funds for the Title III E grant awards.

**NOTE 11. WITH DONOR RESTRICTIONS NET ASSETS**

There were no with donor restrictions net assets at September 30, 2021.

**JACKSON COUNTY COMMISSION ON AGING, INC.  
NOTES TO FINANCIAL STATEMENTS (CONTINUED)**

**NOTE 12. LIQUIDITY AND AVAILABILITY OF FINANCIAL ASSETS**

The Organization's financial assets available within one year of the balance sheet date for general expenditure are as follows:

Cash and cash equivalents	\$ 158,064
Grants and accounts receivable	63,583
Investments - JCCF	219,604
	-----
Total	\$ 441,251
	=====

As part of the Organization's liquidity management, it has a policy to structure its financial assets to be available as its general expenditures, liabilities and other obligations come due.

**NOTE 13. SUBSEQUENT EVENTS**

Management has evaluated subsequent events through June 24, 2022, the date on which the financial statements were available to be issued.



**SUPPLEMENTAL INFORMATION**

**JACKSON COUNTY COMMISSION ON AGING, INC.  
SCHEDULE OF REVENUES, SUPPORT AND EXPENSES  
FOR THE YEAR ENDED SEPTEMBER 30, 2021**

	Title III-B	Title III-D	Title III-E	Title III-C		LIFE
				Congregate	Home Delivered	
Federal financial assistance	\$ 12,877	\$ 1,305	\$ 6,590	\$ 18,869	\$ 219,276	\$
State grant	29,397	174	297	8,558	137,121	205,763
State LIFE allocated				3,918	27,963	(43,897)
Other grant						
Donations and match						
Donations - In-Kind						
County Commission			1,650			
Medicaid						
Project income	104		922	5,686	44,025	
Interest income						
Rent income						
Unrealized gain on investment						
Realized gain on investment						
Gain on sale of vehicles						
<b>Total Revenue and Support</b>	<u>42,378</u>	<u>1,479</u>	<u>9,459</u>	<u>37,031</u>	<u>428,385</u>	<u>161,866</u>
<b>Functional Expenses</b>	<u>42,380</u>	<u>1,480</u>	<u>9,465</u>	<u>37,028</u>	<u>412,982</u>	<u>120,224</u>
<b>Net Revenue (Expenditures)</b>	<u>\$ (2)</u>	<u>(1)</u>	<u>\$ (6)</u>	<u>\$ 3</u>	<u>\$ 15,403</u>	<u>\$ 41,642</u>

**JACKSON COUNTY COMMISSION ON AGING, INC.  
SCHEDULE OF REVENUES, SUPPORT AND EXPENSES (CONTINUED)  
FOR THE YEAR ENDED SEPTEMBER 30, 2021**

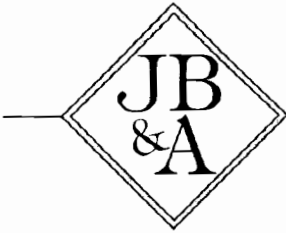
Medicaid Waiver	Veterans	Fair	Lighthouse/ SAMS	Aqua Fitness	Admin/ General	Total (Memorandum Only)
\$	\$ 11,875	\$	\$	\$	\$	\$ 270,792
		37,474	125,655			544,439
		3,059	8,957			
					10,000	10,000
				10,775	3,283	14,058
					10,800	10,800
					13,350	15,000
6,948						6,948
1,260		4,846	11,260	6,199		74,302
					5,120	5,120
				1,725	6,975	8,700
					3,981	3,981
					12,780	12,780
					3,000	3,000
<u>8,208</u>	<u>11,875</u>	<u>45,379</u>	<u>145,872</u>	<u>18,699</u>	<u>69,289</u>	<u>979,920</u>
<u>8,142</u>	<u>11,766</u>	<u>47,682</u>	<u>147,958</u>	<u>35,614</u>	<u>123,830</u>	<u>998,551</u>
<u>\$ 66</u>	<u>\$ 109</u>	<u>\$ (2,303)</u>	<u>\$ (2,086)</u>	<u>\$ (16,915)</u>	<u>(54,541)</u>	<u>\$ (18,631)</u>

The accompanying independent auditor's report and notes are integral parts of this schedule.

**JACKSON COUNTY COMMISSION ON AGING, INC.  
SCHEDULE OF EXPENDITURES OF STATE AWARDS  
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2021**

	Grant Period	Grant Identificaiton Number	State Expenditures
Direct Programs:			
WV Bureau of Senior Services			
Lighthouse	June 30, 2022	IH2218	23,735
Lighthouse	June 30, 2021	IH2118	96,920
FAIR	June 30, 2022	IH2218	2,824
FAIR	June 30, 2021	IH2118	34,650
In-Home - Data Entry	June 30, 2021	IH2118	5,000
Total Direct Programs			163,129
Pass through Awards			
WVSC Metro Area Agency on Aging			
IIIB State	June 30, 2021	22136	29,397
IIIC-1	June 30, 2021	22136	8,558
IIIC-2	June 30, 2021	22136	137,121
III-D	June 30, 2021	22136	174
III-E	June 30, 2020	22136	297
LIFE	June 30, 2022	22203	27,412
LIFE	June 30, 2021	22103	178,351
Total pass-through awards			381,310
TOTAL EXPENDITURES OF STATE AWARDS			\$ 544,439

The accompanying independent auditor's report and notes are integral parts of this schedule.



# JOHN BURDETTE & ASSOCIATES

CERTIFIED PUBLIC ACCOUNTANTS

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## INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE AND INTERNAL CONTROL OVER FINANCIAL REPORTING BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

To the Board of Directors  
Jackson County Commission on Aging, Inc.  
Ripley, West Virginia

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 Jackson County Commission on Aging, Inc. (a nonprofit organization), which comprise the statement of financial position as of September 30, 2021, and the related statements of activities, and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated June 24, 2022.

### Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered Jackson County Commission on Aging, Inc.'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 Jackson County Commission on Aging, Inc.'s internal control. Accordingly, we do not express an opinion on the effectiveness of the Organization'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.

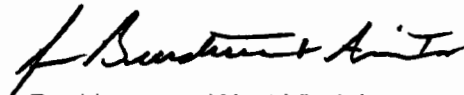
**Compliance and Other Matters**

As part of obtaining reasonable assurance about whether Jackson County Commission on Aging, Inc.'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*.

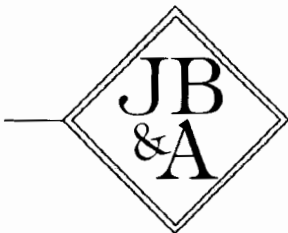
We noted certain other matters that we reported to management of Jackson County Commission on Aging, Inc. in a separate letter dated June 24, 2022 on page 19.

**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 organization'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 organization's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



Buckhannon, West Virginia  
June 24, 2022



# JOHN BURDETTE & ASSOCIATES

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## MANAGEMENT LETTER

To the Board of Directors  
and Senior Management  
Jackson County Commission on Aging, Inc.  
Ripley, West Virginia

In planning and performing our audit of the financial statements of Jackson County Commission on Aging, Inc. for the year ended September 30, 2021, in accordance with auditing standards generally accepted in the United States of America and *Government Auditing Standards*, we considered the Organization's internal control over financial reporting as a basis for designing our auditing procedures 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 organization's internal control. Accordingly, we do not express an opinion on the effectiveness of the Organization's internal control.

However, during our audit we became aware of some matters that are opportunities for strengthening internal controls and operating efficiency. The memorandum that accompanies this letter summarizes our comments and suggestions regarding those matters. A separate letter on pages 17 and 18, dated June 24, 2022 contains our communication of significant deficiencies or material weaknesses in the Organization's internal control. This letter does not affect our report dated June 24, 2022, on the financial statements of Jackson County Commission on Aging, Inc.

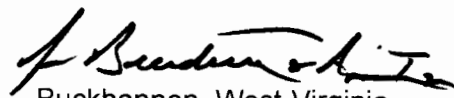
We will review the status of these comments during our next audit engagement. We have already discussed these comments and suggestions with various Organization personnel, and we will be pleased to discuss them in further detail at your convenience, to perform any additional study of these matters, or to assist you in implementing the recommendations. Our comments are summarized as follows:

### Organizational Structure

The size of the Organization's accounting and administrative staff precludes certain internal controls that would be preferred if the office staff were large enough to provide optimum segregation of duties. This situation dictates that the Board of Directors remain involved in the financial affairs of the Organization to provide oversight and independent review functions.

We wish to thank the Executive Director and her staff for their support and assistance during our audit.

This report is intended solely for the information and use of management, Board of Directors, and others within the Organization and is not intended to be and should not be used by anyone other than these specified parties.

  
Buckhannon, West Virginia  
June 24, 2022