

Audit Report

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**Maryland 911 Emergency Number System Program  
for Baltimore County, Maryland  
Schedule of Revenue, Expenditures and Donated Assets  
Year Ended June 30, 1998**

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Office of the County Auditor  
Baltimore County, Maryland

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**BALTIMORE COUNTY, MARYLAND  
OFFICE OF THE COUNTY AUDITOR**

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MARY P. ALLEN, CPA  
DEPUTY COUNTY AUDITOR

**Independent Auditor's Report**

Honorable Members of the County Council  
Honorable C. A. Dutch Ruppertsberger, III, County Executive  
Baltimore County, Maryland

Gentlemen:

We have audited the accompanying Schedule of Revenue, Expenditures and Donated Assets of the Maryland 911 Emergency Number System Program of Baltimore County, Maryland (the Program) for the year ended June 30, 1998. This schedule is the responsibility of the management of Baltimore County, Maryland. Our responsibility is to express an opinion on this schedule based on our audit.

We conducted our audit in accordance with *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 Schedule of Revenue, Expenditures and Donated Assets is free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the Schedule of Revenue, Expenditures and Donated Assets. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall schedule presentation. We believe that our audit provides a reasonable basis for our opinion.

As described in Note 2, the accompanying schedule was prepared to present the Program's revenue, expenditures and donated assets (as defined in the Maryland Annotated Code, Article 41, Title 18) in conformity with the accounting practices prescribed or permitted by the Emergency Number Systems Board of Maryland which is a comprehensive basis of accounting other than generally accepted accounting principles and is not intended to be a complete presentation of the Program's revenue, expenditures and assets.

In our opinion, the Schedule of Revenue, Expenditures and Donated Assets referred to above presents fairly, in all material respects, the revenue, expenditures and donated assets of the Maryland 911 Emergency Number System Program of Baltimore County, Maryland for the year ended June 30, 1998 on the basis of accounting described in Note 2.



In accordance with *Government Auditing Standards*, we have also issued our report dated July 19, 1999 on our consideration of the Program's internal control over financial reporting and on our tests of its compliance with certain provisions of laws and regulations (page 6).

This report is intended solely for the information and use of the management of Baltimore County for filing with the Maryland Department of Public Safety and Correctional Services, Emergency Number Systems Board, and is not intended to be and should not be used by anyone other than these specified parties. However, this report is a matter of public record and its distribution is not limited.

Respectfully submitted,



Brian J. Rowe, CPA  
County Auditor



Bob E. Crouse, CPA  
Audit Manager

July 19, 1999

Maryland 911 Emergency Number System Program  
for Baltimore County, Maryland  
Schedule of Revenue, Expenditures and Donated Assets  
Year Ended June 30, 1998

**Revenue from Additional Charge (Note 2):**

County Fee Total (Note 2)	\$2,728,250
Interest	<u>88,678</u>
Total Revenue	<u>\$2,816,928</u>

**Operating Expenditures (Note 2):**

Personnel Costs	\$2,668,651
Telephone (Emergency Lines)	749,378
Telephone (Administrative)	19,796
Miscellaneous (supplies, materials, etc.)	<u>8,130</u>
Total Operating Expenditures	<u>\$3,445,955</u>

**Operating Summary (excluding 911 Fee):**

Total Operating Expenditures	\$3,445,955
Total Revenue	<u>2,816,928</u>
Operating Expenditures Paid From County Funds	<u>\$ 629,027</u>

**Donated Assets (Note 3):**

Logging Recorders	\$ 23,478
Projector	6,132
Laptop Computer	5,626
Cardkeys for Security System	<u>1,575</u>
Total	<u>\$ 36,811</u>

The accompanying notes are an integral part of this schedule.

Maryland 911 Emergency Number System Program  
for Baltimore County, Maryland  
Notes to the Schedule of Revenue, Expenditures and Donated Assets  
Year Ended June 30, 1998

**(1) Organization**

The Central Communication Center (911 Center) provides for the consolidated receipt of emergency calls (i.e., Police, Fire and Emergency Medical Services), the immediate assessment of the availability of response vehicles and manpower, and the dispatching of appropriate emergency units to handle all public service emergencies throughout the County.

The 911 Center is included in the annual operating budget prepared by the County Executive and submitted to the County Council for adoption. Baltimore County Charter (1988), art. VII. Administrative control of the Center is provided by the Office of Budget and Finance.

Transactions of the 911 Center are accounted for in the County's General Fund.

The Maryland 911 Emergency Number System Program of Baltimore County represents that portion of the 911 Center's activity which is eligible to be financed by State and local 911 fees. Md. Ann. Code art. 41 §18 (1997).

**(2) Statutory Reporting and Basis of Accounting**

**Reporting:**

The revenue, expenditures and donated assets of the Maryland 911 Emergency Number System Program of Baltimore County include the following:

Revenue:

A County fee (additional charge) of \$0.50 per month per subscriber to 911-accessible service is deposited into the State 911 Trust Fund and distributed to Baltimore County by the Maryland Department of Public Safety and Correctional Services for eligible operation and maintenance costs. Md. Ann. Code art. 41 §§18-105 (c) and 108 (1997). Interest is earned on funds held in the 911 Trust Fund prior to distribution to the County.

Expenditures:

Expenditures for eligible operation and maintenance costs include telephone company charges, equipment costs or equipment lease charges, repairs, utilities, personnel costs, and appropriate carryover costs from previous years. The County fee and interest revenue may be used to reimburse for eligible costs; excess costs are funded by County general funds which are not included as revenue in the Schedule of Revenue, Expenditures and Donated Assets. Md. Ann. Code art 41 §18-108 (1997).

**Donated Assets:**

The 911 Center receives equipment for system enhancements provided by contractors paid directly by the State 911 Trust Fund. State law provides that payments may be made from the State 911 Trust Fund to third party contractors providing 911 system enhancements directly to a County. The payments must be made from the proceeds of the State 911 fee of \$0.10 per month per subscriber to 911-accessible service. Md. Ann. Code art. 41 §18-105 (1997). At the County's request, the State's Emergency Number Systems Board approves purchases for system enhancement. Contractors are paid directly by the State upon delivery of the items to the County. Such items are considered donated assets to the County's 911 Center.

**Basis of Accounting:**

The Schedule of Revenue, Expenditures and Donated Assets is prepared on a regulatory basis of accounting in accordance with the accounting practices prescribed or permitted by the Emergency Number Systems Board of Maryland. Accordingly, revenue is recorded when earned; expenditures are recorded when the liability is incurred; and, donated assets are recorded when the items are received.



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Honorable Members of the County Council  
Honorable C.A. Dutch Ruppertsberger, III, County Executive  
Baltimore County, Maryland

Gentlemen:

We have audited the Schedule of Revenue, Expenditures and Donated Assets of the Maryland 911 Emergency Number System Program of Baltimore County, Maryland (the Program) as of and for the year ended June 30, 1998, and have issued our report thereon dated July 19, 1999. We conducted our audit in accordance with the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

**Compliance**

As part of obtaining reasonable assurance about whether the Program's Schedule of Revenue, Expenditures and Donated Assets is free of material misstatement, we performed tests of its compliance with certain provisions of laws and regulations, noncompliance with which could have a direct and material effect on the determination of amounts contained in the schedule. 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 that are required to be reported under *Government Auditing Standards*.

**Internal Control Over Financial Reporting**

In planning and performing our audit, we considered the Program's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the Schedule of Revenue, Expenditures and Donated Assets and not to provide assurance on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the schedule being audited may occur and not be detected within a timely period

by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses. However, we noted other matters involving the internal control over financial reporting, which we have reported to management of the Program in a separate letter dated July 19, 1999.

This report is intended for the information and use of the management of Baltimore County for filing with the Maryland Department of Public Safety and Correctional Services, Emergency Number Systems Board, and is not intended to be and should not be used by anyone other than these specified parties. However, this report is a matter of public record and its distribution is not limited.

Respectfully submitted,



Brian J. Rowe, CPA  
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July 19, 1999