

Washington State Auditor's Office
Accountability Audit Report

Washington Counties Risk Pool
Thurston County

Audit Period
October 1, 2003 through September 30, 2004

Report No. 67922

Issue Date
February 4, 2005



Washington _____
State Auditor
_____ Brian Sonntag

Audit Summary

Washington Counties Risk Pool Thurston County October 1, 2003 through September 30, 2004

ABOUT THE AUDIT

This report contains the results of our independent accountability audit of the Washington Counties Risk Pool for the period October 1, 2003, through September 30, 2004.

We performed audit procedures to determine whether the Pool complied with state laws and regulations and its own policies and procedures. We also evaluated the internal controls established by Pool's management. Our work focused on specific areas that have potential for abuse or misuse of public resources.

RESULTS

The Pool complied with state laws and regulations and its own policies and procedures in the areas we examined. Internal controls were adequate to safeguard public assets.

RELATED REPORTS

Our opinion on the Pool's financial statements is provided in a separate report, which includes the Pool's financial statements.

CLOSING REMARKS

We thank Pool officials and personnel for their assistance and cooperation during the audit.



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Description of the Pool

Washington Counties Risk Pool Thurston County October 1, 2003 through September 30, 2004

ABOUT THE POOL

The Washington Counties Risk Pool provides comprehensive and economical insurance coverage and risk management assistance to 28 member counties. An Executive Director, who reports to an 11-member Executive Committee, administers day-to-day operations. Executive Committee Members are elected to staggered, three-year terms. The Pool operates on a \$1 million annual budget and has nine employees.

AUDIT HISTORY

We audit the Pool annually. Management has been responsive to prior audit recommendations. Audit concerns are often discussed, addressed and resolved before completion of our audit. Because of its assertive style of problem solving, the Pool has had no findings since its inception in 1988.

ELECTED OFFICIALS

These officials served during the audit period:

Executive Committee:

President
Secretary-Treasurer

Leon Long
Craig Vejraska
Mike Shelton
Vyrle L. Hill
Ronald S. Zirkle
Rose Elway
Si A. Stephens
David Goldsmith
Barbara Razey/Steve Clem
Randy Watts
Steve Lowe

APPOINTED OFFICIALS

Executive Director

John Crawford

ADDRESS

Pool

205 Clark Place Southwest
Tumwater, WA 98501
(360) 586-7447

Audit Areas Examined

Washington Counties Risk Pool Thurston County October 1, 2003 through September 30, 2004

In keeping with general auditing practices, we do not examine every portion of the Washington Counties Risk Pool's financial activities during each audit. The areas examined were those representing the highest risk of noncompliance, misappropriation or misuse. Other areas are audited on a rotating basis over the course of several years. The following areas of the Pool were examined during this audit period:

ACCOUNTABILITY FOR PUBLIC RESOURCES

We evaluated the Pool's accountability in the following areas:

- Assessment revenue and cash receipting
- Purchase of goods and services
- Payroll
- Journal entries

LEGAL COMPLIANCE

We audited the following areas for compliance with certain applicable state and local laws and regulations:

- Budgeting requirements
- Ethics/conflict of interest laws
- Open Public Meetings Act

FINANCIAL

Our opinion on the Pool's financial statements is provided in a separate report. That report includes the Pool's financial statements and other required financial information. We examined the financial activity and balances of the Pool including:

- Cash and investments
- Revenues
- Expenditures
- Overall presentation of the financial statements