

STATE BOARD OF ACCOUNTS
302 West Washington Street
Room E418
INDIANAPOLIS, INDIANA 46204-2769

REPORT
ON THE
EXPENDITURES OF E911 FEES
January 1, 2017 to December 31, 2017



FILED
06/13/2018



STATE OF INDIANA
AN EQUAL OPPORTUNITY EMPLOYER

STATE BOARD OF ACCOUNTS
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TO: THE MEMBERS OF THE INDIANA STATEWIDE 911 BOARD

This report provides the results of our analysis of E911 fee expenditures at the public safety answering points (PSAPs) for the year ending December 31, 2017, as required by Indiana Code 36-8-16.7-38(d).


The E911 fee expenditures of all 92 Indiana counties and E911 fee expenditures of PSAPs that were not part of a county's government were requested to be analyzed for compliance with Indiana Code 36-8-16.7-38(a) and (b). The *Guidance Policy on Expenditures of Distributions* provided to us by the Executive Director for the Statewide E911 Board (Board) and illustrated in Appendix D, as well as the Director's opinion, were considered for guidance when determining the compliance and eligibility of these expenditures. We also determined if the financial activity for E911 fees was accounted for within the proper fund.

In summary, financial activity and supporting documentation was requested and provided by 92 counties and 11 cities PSAPs. Of those, 13 counties were identified as having ineligible expenditures totaling \$14,321.99, which are summarized by category within the report and detailed by governmental entity and category in Appendix A.

Our findings of ineligible expenditures were presented to each respective county auditor for review. Any written responses from these officials are included in Appendix F.

We have provided abstracts of revenue and expenditure activity of each local unit for the convenience of the reader located in appendices B and C. These appendices are not reflective of audited revenues or expenditures, but rather a compilation of unaudited amounts and, therefore, should be reviewed as such. Our procedures were designed solely to satisfy the audit requirements of Indiana Code 36-8-16.7-38(d). Because our procedures were not designed to opine on financial statements, we did not follow auditing standards generally accepted in the United States of America.

The Indiana State Board of Accounts is committed to providing the Board and other interested parties with accurate and reliable information. We have many dedicated men and women who take very seriously their role in providing quality information to be used for the benefit of Indiana's taxpayers. We hope the information provided in this report will be useful in your decision-making process.


Paul D. Joyce, CPA
State Examiner

June 12, 2018

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REPORT
ON
THE EXPENDITURE OF E911 FEES
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E911 FEES

E911 fees refer to the fees and charges required to be collected under Indiana Code 36-8-16.6 and Indiana Code 36-8-16.7. Specifically, Indiana Code 36-8-16.6 requires the Board to impose an enhanced prepaid wireless charge of \$1.00 starting July 1, 2015. Indiana Code 36-8-16.7 requires the Board to also impose a fee on standard users of communication services who pay for their service retrospectively. Starting July 1, 2015, this fee is \$1.00. These fees and charges may be increased by the Board.

The E911 fees are deposited into the Statewide 911 Fund, which is administered by the Board; the Board in turn disburses these fees to the counties. There is no statutory requirement for counties to disburse the E911 fees to other PSAPs operated within the county by cities and towns. We identified that some counties retain the fees for PSAPs operated by the county while other counties do distribute to other local PSAPs. The one exception to this distribution process is for Marion County, where the state distribution comes to the City of Indianapolis. Marion County handles the budgets for both City and County and proposes any allocation to the Council.

PROCEDURES PERFORMED

In order to capture the population to review, which would be all expenditures of E911 fees in calendar year 2017, we had to determine into what fund each of the 92 counties receipted these fees. Indiana Code 36-8-16.7-38(f) requires that the county treasurer deposit the E911 fees in a separate fund, which under the standardized chart of accounts is Fund 1222.

For counties, we requested a report detailing E911 program revenues and expenditures for the year ending December 31, 2017. Beginning balances for the purposes of this report were not requested. The detail of revenues and expenditures were compiled and summarized by unit type, unit name and expenditure categories for noncompliance, and number of funds used to account for E911 fees.

A county may distribute E911 fees to a local city or town PSAP. However, there is no statutory requirement that E911 fees received by a city or town be maintained in a separate fund. We identified that often these fees are commingled into the city or town's General Fund. Due to this difference in accounting for E911 fees at some cities and towns, we followed a different review protocol which is detailed below.

For cities and towns with E911 fees comingled into the General Fund, we requested a General Fund report detailing revenues and expenditures. However, we could not always determine if the E911 fees were expended for eligible purposes. If the city or town PSAP received more E911 fees from the county than they expended on the 911 program, we were able to review the expenditures and determine eligibility. But, if the city or town PSAP expended more on the 911 program than the E911 fees received, we were unable to tie a specific 911 program expenditure to the funding source. In the cases where we could not determine eligibility, we requested and received written certifications that E911 fees expended were eligible and in compliance with Indiana Code 36-8-16.7-38. Those requests were made of and received from the Cities of Bedford, Bluffton, Columbia City, Elkhart, Fort Wayne, Kendallville, New Haven, Seymour, Shelbyville, Tell City, and Washington. No exceptions were noted for these PSAPs.

The reports provided by the PSAPs illustrated expenditures detailed by category. Some category types of expenditures were immediately recognized as ineligible. We listed these amounts as exceptions,

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(Continued)

regardless of the amount, and did not perform any additional review. Other categories, in the detail provided, were not clear as to whether the expenditures would be eligible or ineligible. For these, we performed additional review of material expenditures through inquiry and review of supporting documentation. Materiality was calculated based on 5 percent of the annual E911 revenue for each unit and applied to expenditures that were deemed questionable as to eligibility.

Revenue was compiled by adding monthly PSAP distributions, 90/10 payments, and interest on investments for each unit. Miscellaneous revenue was omitted from this compilation.

Appendix A is a summary of ineligible expenditures by unit. Appendix B is the fund revenue activity by unit. Appendix C is the combined abstract of the E911 Fund expenditure activity for each unit of government for the year ending December 31, 2017. Appendix D is the statewide 911 board guidance policy on expenditures of distributions for PSAPs. Appendix E provides the E-911 Board's status on the follow up of ineligible expenditures reported, as of the date of this report. This summary was provided by the E-911 Board to include in this report and was not audited by the State Board of Accounts

STATUS OF PRIOR REPORTS

The exceptions noted in prior Report B47798 for the period January 1, 2016 to December 31, 2016, were followed up on by the Statewide 911 Board (Board) through their Executive Director. Requests to reimburse the local E911 fund for instances of ineligible expenditures were made to each PSAP where noncompliance was noted. All requests to reimburse ineligible expenditures noted in the 2015 and 2016 audit have been made to their respective local E911 fund as of December 31, 2017.

FINDINGS

Ineligible Expenditures from E911 Fee Funds

The following table is a summary by purpose of ineligible expenditures:

Purpose	Amount
2 Dry Erase Board 48" x 32"	\$ 99.98
3 Vinly Chairmats	164.58
2 32" HDTV	257.99
Cabinet	177.99
Chair	235.39
Computer Carrying Case	34.00
Copier Fees	88.97
Cork Sheet 4' x 8' x 1/2"	145.60
Dispatch Chair	654.90
Promotional Items	1,376.29
Hanson Beverage Service	129.37
Lafayette Copier	386.69
Legal Services	5,238.00
Mini Pedal Exercise Bike	78.99
Paper Shredder	79.99
Projector	99.99
Shred-It Service Contract	1,068.99
Stylus	13.00
Time Clock Badges	49.49
TV Wall Mount	9.95
Uniforms and Clothing	3,864.00
USPS	1.51
Windshield Wipers	66.33
Total	<u>\$ 14,321.99</u>

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(Continued)

The statute for expenditure compliance of Statewide 911 and Enhanced Prepaid wireless fees is Indiana Code 36-8-16.7-38 which states in part:

"(a) A PSAP may use a distribution from a county under this chapter only for the following:

- (1) The lease, purchase, or maintenance of communications service equipment.
- (2) Necessary system hardware and software and data base equipment.
- (3) Personnel expenses, including wages, benefits, training, and continuing education, only to the extent reasonable and necessary for the provision and maintenance of:
 - (A) the statewide 911 system; or
 - (B) a wireline enhanced emergency telephone system funded under Indiana Code 36-8-16 (before its repeal on July 1, 2012).
- (4) Operational costs, including costs associated with:
 - (A) utilities;
 - (B) maintenance;
 - (C) equipment designed to provide backup power or system redundancy, including generators; and
 - (D) call logging equipment.
- (5) An emergency notification system that is approved by the board under section 40 of this chapter.
- (6) Connectivity to the Indiana data and communications system (IDACS).
- (7) Rates associated with communications service providers' enhanced emergency communications system network services.
- (8) Mobile radio equipment used by first responders, other than radio equipment purchased under subdivision
- (9) as a result of the narrow banding requirements specified by the Federal Communications Commission. (9) Up to 50 percent of the costs associated with the narrow banding or replacement of radios or other equipment as a result of the narrow banding requirements specified by the Federal Communications Commission.

(b) A PSAP may not use a distribution from a county under this chapter for the following:

- (1) The construction, purchase, renovation, or furnishing of PSAP buildings.
- (2) Vehicles."

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Nonuse of Proper Fund

Prior to July 1, 2012, all counties used two funds to account for E911 fees; a wireless emergency telephone system fund and an emergency telephone system fund. Monies remaining in these funds on July 1, 2012, were to be transferred by the county treasurer to a single, separate fund. The newly created fund, referred to as Fund 1222 under the current standardized chart of accounts, was authorized by Indiana Code 36-8-16.7-38(f). We identified that Jennings and Wayne counties are still using Fund 1153.

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APPENDIX A

APPENDIX A
SUMMARY OF INELIGIBLE EXPENDITURES BY UNIT
FOR THE YEAR ENDED DECEMBER 31, 2017

Unit Name	Amount of Expenditure	Purpose of Expenditure	Category of Expenditure
Brown County	\$ 145.60	Computer Maintenance/Supplies	Operations
Brown County	128.00	Computer Maintenance/Supplies	Operations
Brown County	99.98	Computer Maintenance/Supplies	Operations
Brown County	9.95	Computer Maintenance/Supplies	Operations
Brown County	654.90	Equipment	Operations
Carroll County	99.99	Equipment & Installation	Operations
Carroll County	129.99	Equipment & Installation	Operations
Carroll County	177.99	Equipment & Installation	Operations
Carroll County	78.99	Equipment & Installation	Operations
Carroll County	49.49	Equipment & Installation	Operations
Daviess County	13.00	City Police Radios/Equipment	Radio Infrastructure
Daviess County	34.00	City Police Radios/Equipment	Radio Infrastructure
Fountain County	88.97	Repair & Maintenance	Administration - Other Costs
Fountain County	235.39	Equipment	Administration - Other Costs
Hamilton County	1,029.53	Operating Supplies	Administration - Other Costs
Lake County	5,238.00	Legal Services	Administration - Other Costs
LaPorte County	129.37	Office Supplies	Administration - Other Costs
Ripley County	16.35	Training	Administration - Other Costs
St. Joseph County	49.98	Gas Oil & Lubricants	Administration - Other Costs
Starke County	79.99	Office Supplies	Administration - Other Costs
Tipton County	164.58	Other Operating Supplies	Administration - Other Costs
Tipton County	346.76	Other Operating/Misc.	Administration - Other Costs
Tipton County	1,200.00	Other Operating/Misc.	Administration - Other Costs
Tipton County	1,068.99	Service Supplier	Data Processing
Warren County	1.51	911 Salaries	Administration - Personnel Costs
Warren County	386.69	Misc. Disbursements	Operations
Warren County	47.34	Misc. Disbursements	Miscellaneous
Warren County	116.66	Misc. Disbursements	Miscellaneous
Wells County	2,500.00	Dispatch Contract Fees	Administration - Personnel Costs
	<u>\$ 14,321.99</u>		

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APPENDIX B

APPENDIX B
SUMMARY OF REVENUE ACTIVITY BY UNIT
FOR THE YEAR ENDED DECEMBER 31, 2017

Unit Name	Receipts
City of Bedford	\$ 18,029.04
City of Bluffton	315,355.44
City of Columbia City	11,380.05
City of Elkhart	79,242.00
City of Fort Wayne (Allen County)**	2,897,408.17
City of Kendallville	39,000.00
City of New Haven	48,400.00
City of Rising Sun	
City of Seymour	75,000.00
City of Shelbyville	177,759.00
City of Tell City	145,866.00
City of Washington	35,000.00
City/Town Subtotal	\$ 3,842,439.70
Adams County	\$ 492,446.17
Bartholomew County	1,090,412.17
Benton County	99,968.17
Blackford County	223,184.17
Boone County	811,370.17
Brown County	301,856.17
Carroll County	307,814.17
Cass County	852,908.17
Clark County	1,247,948.17
Clay County	463,190.17
Clinton County	505,658.17
Crawford County	177,998.17
Daviess County	404,030.17
Dearborn County	784,214.17
Decatur County	377,132.17
Dekalb County	597,722.17
Delaware County	849,146.17
Dubois County	642,266.17
Elkhart County	1,401,518.17
Fayette County	329,774.17
Floyd County	604,970.17
Fountain County	267,866.17
Franklin County	392,036.17
Fulton County	310,100.17
Gibson County	379,592.17
Grant County	537,008.17
Greene County	450,926.17
Hamilton County	4,041,938.17
Hancock County	1,239,188.17
Harrison County	332,918.17
Hendricks County	1,911,620.17
Henry County	548,612.17
Howard County	778,256.17
Huntington County	453,614.17
Jackson County	641,366.17
Jasper County	501,812.17
Jay County	297,362.17
Jefferson County	372,128.17
Jennings County	392,216.17
Johnson County	1,854,842.17
Knox County	496,250.17
Kosciusko County	738,554.17
LaGrange County	477,818.17

APPENDIX B
SUMMARY OF REVENUE ACTIVITY BY UNIT
FOR THE YEAR ENDED DECEMBER 31, 2017

Unit Name	Receipts
Lake County	3,323,534.17
LaPorte County	1,757,072.17
Lawrence County	557,126.17
Madison County	882,350.17
Marion County	7,051,070.17
Marshall County	582,410.17
Martin County	180,980.17
Miami County	522,302.17
Monroe County	897,686.17
Montgomery County	502,034.17
Morgan County	680,780.17
Newton County	244,532.17
Noble County	625,502.17
Ohio County	117,584.17
Orange County	356,486.17
Owen County	327,854.17
Parke County	235,184.17
Perry County	320,900.17
Pike County	175,640.17
Porter County	2,007,458.17
Posey County	416,744.17
Pulaski County	227,306.17
Putnam County	644,042.17
Randolph County	386,468.17
Ripley County	413,972.17
Rush County	338,906.17
St. Joseph County	2,119,424.17
Scott County	414,974.17
Shelby County	646,706.17
Spencer County	387,500.17
Starke County	418,004.17
Steuben County	629,858.17
Sullivan County	339,362.17
Switzerland County	178,496.17
Tippecanoe County	1,710,116.17
Tipton County	263,318.17
Union County	128,468.17
Vanderburgh County	1,771,562.17
Vermillion County	241,382.17
Vigo County	779,300.17
Wabash County	536,270.17
Warren County	140,582.17
Warrick County	780,764.17
Washington	342,656.17
Wayne County	764,744.17
Wells County	437,822.17
White County	465,344.17
Whitley County	426,290.17
County Subtotal	\$ 67,680,425.47
Total City/Town and County	\$ 71,522,865.17

**Allen County receives 911 distributions, but remits all funds to the City of Fort Wayne.

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APPENDIX C

APPENDIX C
ANALYSIS OF EXPENITURES PAID FROM STATEWIDE 911 SYSTEM
Period Ending December 31, 2017

Unit Name	Administration - Personnel Costs	Administration - Other Costs	Utilities	Insurance	Data Processing	E911 Telephone System	Operations	Radio Infrastructure	Set Aside Funds	Debt Services	Miscellaneous	Grand Total
City of Bedford	\$ 18,029.04	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 18,029.04
City of Bluffton	312,855.44	2,500.00	-	-	-	-	-	-	-	-	-	315,355.44
City of Columbia City	11,380.05	-	-	-	-	-	-	-	-	-	-	11,380.05
City of Elkhart	-	-	-	-	79,242.00	-	-	-	-	-	-	79,242.00
City of Fort Wayne (Allen)	3,361,694.31	-	-	-	-	-	-	687,336.84	-	-	-	4,049,031.15
City of Kendallville	39,000.00	-	-	-	-	-	-	-	-	-	-	39,000.00
City of New Haven	48,400.00	-	-	-	-	-	-	-	-	-	-	48,400.00
City of Seymour	75,000.00	-	-	-	-	-	-	-	-	-	-	75,000.00
City of Shelbyville	177,759.00	-	-	-	-	-	-	-	-	-	-	177,759.00
City of Tell City	145,866.00	-	-	-	-	-	-	-	-	-	-	145,866.00
City of Washington	35,000.00	-	-	-	-	-	-	-	-	-	-	35,000.00
City/Town Subtotals	4,224,983.84	2,500.00	-	-	79,242.00	-	-	687,336.84	-	-	-	4,994,062.68
Adams County	\$ 237,304.59	\$ 3,422.52	\$ -	\$ -	\$ 147,281.95	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 388,009.06
Allen County	-	-	-	-	-	-	-	-	-	-	-	-
Bartholomew County	1,548,784.99	5,457.32	-	-	206,797.95	-	23,349.34	-	-	-	-	1,784,389.60
Benton County	3,000.00	282.02	-	-	34,043.27	-	41,536.47	-	-	-	-	78,861.76
Blackford County	179,864.47	1,658.42	-	-	-	9,006.27	-	-	-	-	-	190,529.16
Boone County	-	10,788.34	10,243.71	-	160,552.12	-	138,953.53	708,525.22	-	-	-	1,029,062.92
Brown County	271,422.12	3,560.00	-	-	-	-	1,338.38	-	-	-	-	276,320.50
Carroll County	247,898	-	656	-	29,625	-	6,616	21,610	-	307,814	-	614,219
Cass County	727,671	1,631	-	-	73,273	-	118,412	-	-	-	-	920,987
Clark County	1,178,532	-	-	-	-	-	-	-	-	-	-	1,178,532
Clay County	521,363	2,893	-	-	52,886	28	4,416	14,238	-	-	-	595,824
Clinton County	280,506	12,647	2,549	-	131,170	-	40,005	-	-	-	-	466,876
Crawford County	113,749	868	-	-	31,587	-	41,247	-	-	-	-	187,451
Daviess County	84,256	-	-	-	14,461	-	2,152	172,394	-	-	-	273,262
Dearborn County	541,914	15,948	-	-	45,914	-	72,361	52,024	-	-	-	728,161
Decatur County	288,878	8,568	-	-	6,867	-	7,475	-	-	-	-	311,788
Dekalb County	664,501	12,151	-	747	-	-	-	8,520	-	-	-	685,919
Delaware County	481,633	100	-	-	4,001	-	-	9,325	5,000	-	-	500,060
Dubois County	520,019	-	-	-	-	-	99,585	-	-	-	-	619,604
Elkhart County	448,478	-	-	-	527,629	-	82,895	27,901	-	-	-	1,086,904
Fayette County	313,106	10,871	-	2,468	35,178	855	11,358	17,778	-	-	-	391,615
Floyd County	1,049	4,555	-	-	182,983	-	72,007	217,812	-	-	-	478,406
Fountain County	292,621	52,320	-	-	9,107	-	-	-	-	-	-	354,049
Franklin County	191,186	7,580	-	-	64,288	-	34,344	2,033	-	-	-	299,429
Fulton County	182,768	7,055	8,420	-	26,279	-	-	110,709	-	-	-	335,231
Gibson County	123,749	10	-	-	51,259	-	151,950	-	-	-	-	326,968
Grant County	-	-	-	-	188,241	-	11,516	168,095	-	-	-	367,851
Greene County	303,671	94	-	-	-	2,751	-	-	-	-	4,002	310,519
Hamilton County	6,760,373	596,809	7,102	-	119,014	-	1,106,540	10,291	-	-	-	8,600,129
Hancock County	1,075,728	-	-	-	42,454	-	71,950	-	-	-	-	1,190,131
Harrison County	150,464	2,566	-	-	58,004	-	18,678	32,761	-	-	-	262,474
Hendricks County	-	-	-	-	219,892	-	-	-	-	-	-	219,892
Henry County	464,794	1,791	-	-	12,259	-	10,636	-	-	-	-	489,480
Howard County	550,163	5,900	-	-	212,470	-	118,677	-	-	-	-	887,210
Huntington County	106,000	4,466	-	-	574,510	-	-	-	-	-	-	684,976
Jackson County	292,493	1,270	-	-	176,394	-	-	110,731	-	-	-	580,889
Jasper County	253,554	-	-	-	104,598	-	-	-	-	-	-	358,152
Jay County	188,602	2,522	-	-	39,247	-	34,610	-	-	-	-	264,981
Jefferson County	272,521	-	-	-	-	-	76,599	18,641	-	-	-	367,761
Jennings County	328,600	1,132	-	-	63,767	-	4,467	-	-	-	-	397,965
Johnson County	1,673,119	22,758	-	-	-	-	-	-	-	-	-	1,695,877

APPENDIX C
ANALYSIS OF EXPENDITURES PAID FROM STATEWIDE 911 SYSTEM
Period Ending December 31, 2017

Unit Name	Administration - Personnel Costs	Administration - Other Costs	Utilities	Insurance	Data Processing	E911 Telephone System	Operations	Radio Infrastructure	Set Aside Funds	Debt Services	Miscellaneous	Grand Total
Knox County	145,572	2,452	-	251	5,498	4,004	107,058	54,778	-	91,249	-	410,862
Kosciusko County	653,546	3,277	-	-	82,187	-	-	-	-	-	-	739,010
LaGrange County	448,278	-	-	-	-	-	-	-	-	-	-	448,278
Lake County	1,581,276	17,675	-	-	1,262,209	-	-	-	-	-	-	2,861,160
LaPorte County	1,138,677	5,862	-	-	312,651	-	38,350	1,670	-	-	-	1,497,210
Lawrence County	126,590	17,114	-	-	298,423	-	131,313	-	-	-	-	573,441
Madison County	180,004	-	-	-	1,711,426	-	-	899,646	-	-	350	2,791,426
Marion County	5,950,250	-	-	-	81,120	-	-	-	-	-	-	6,031,370
Marshall County	526,081	-	-	-	-	54,162	7,000	3,606	-	-	-	590,848
Martin County	89,187	867	-	-	25,227	770	26,023	-	-	-	-	142,075
Miami County	359,012	585	-	-	52,222	-	3,566	-	-	-	-	415,385
Monroe County	35,209	2,391	-	-	349,901	-	96,184	-	-	-	-	483,685
Montgomery County	534,722	-	-	-	88,846	-	-	-	-	-	-	623,568
Morgan County	740,482	-	-	-	-	-	-	-	-	-	-	740,482
Newton County	289,672	9,372	-	-	31,540	1,008	9,496	-	-	-	-	341,087
Noble County	461,675	1,969	-	-	112,185	3,259	52,513	-	-	-	-	631,601
Ohio County	18,549	3,928	-	-	28,424	-	37,878	6,998	-	-	-	95,778
Orange County	281,790	385	-	-	112,193	1,073	4,025	-	-	-	-	399,466
Owen County	343,573	1,235	-	-	122,713	-	6,425	-	-	-	-	473,946
Parke County	97,533	2,713	-	-	74,832	-	108,542	-	-	-	-	283,620
Perry County	167,058	-	-	-	15,015	18,300	89,270	18,068	-	-	-	307,712
Pike County	61,982	5,334	-	-	34,151	80,573	17,874	-	-	-	-	199,914
Porter County	1,731,813	20,487	-	-	-	-	-	-	-	-	-	1,752,300
Posey County	328,726	7,780	-	-	42,850	-	-	12,660	-	-	-	392,016
Pulaski County	64,195	7,160	-	-	138,206	2,200	69,444	3,030	-	-	-	284,235
Putnam County	405,927	5,153	-	-	145,379	-	-	-	-	-	-	556,459
Randolph County	261,302	12,684	-	-	70,439	-	27,629	-	-	-	-	372,053
Ripley County	295,156	1,164	-	-	81,926	-	-	22,030	-	-	-	400,276
Rush County	269,159	-	-	-	61,302	3,191	185,915	-	-	-	676	520,243
Scott County	572,622	6,554	-	-	47,212	-	52,561	-	-	-	-	678,949
Shelby County	357,182	1,691	-	-	127,111	4,356	-	-	-	-	-	490,341
Spencer County	374,377	3,088	-	-	54,422	17,064	12,750	-	-	-	-	461,700
St. Joseph County	2,640,484	4,451	-	-	668,021	-	30,315	-	-	-	30	3,343,301
Starke County	332,706	5,574	-	-	46,836	-	19,648	-	-	-	-	404,764
Steuben County	435,553	17,050	-	-	284,296	1,535	35,165	-	-	-	-	773,599
Sullivan County	181,333	1,121	-	-	116,648	-	53,290	-	-	-	-	352,392
Switzerland County	103,136	3,998	-	-	17,736	-	44,220	-	-	-	-	169,090
Tippecanoe County	65,785	13,958	-	-	337,907	-	512,608	1,560	-	-	-	931,817
Tipton County	98,088	7,740	6,756	-	106,643	-	3,895	-	-	-	-	223,122
Union County	106,464	136	-	-	1,526	-	19,803	41,516	-	-	-	169,446
Vanderburgh County	1,771,562	-	-	-	-	-	-	-	-	-	-	1,771,562
Vermillion County	109,950	329	-	-	-	19,456	4,025	3,697	-	600,000	-	737,457
Vigo County	307,557	20,931	-	7,995	118,953	-	107,479	235,718	-	-	-	798,633
Wabash County	150,000	4,937	-	-	149,820	-	39,718	8,994	-	-	-	353,470
Warren County	173,989	-	-	-	-	-	10,319	-	-	-	17,603	201,911
Warrick County	525,000	-	-	-	197,727	204	45,313	-	-	-	-	768,243
Washington County	255,495	-	-	-	66,808	-	3,840	-	-	-	-	326,143
Wayne County	418,069	5,357	-	-	132,740	-	73,270	25,567	-	-	-	655,003
Wells County	315,355	4,008	-	-	89,890	-	-	109,097	-	-	-	518,351
White County	435,854	-	-	-	-	-	-	-	-	-	-	435,854
Whitley County	193,418	4,818	-	-	90,467	-	45,156	-	-	-	-	333,859
County Subtotals	49,375,307.85	1,037,005.47	35,726.43	11,460.99	11,641,662.02	223,794.46	4,535,554.27	3,152,023.38	5,000.00	999,063.25	22,660.68	71,039,258.80
Totals	\$ 53,600,291.69	\$ 1,039,505.47	\$ 35,726.43	\$ 11,460.99	\$ 11,720,904.02	\$ 223,794.46	\$ 4,535,554.27	\$ 3,839,360.22	\$ 5,000.00	\$ 999,063.25	\$ 22,660.68	\$ 76,033,321.48

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APPENDIX D

APPENDIX D
Statewide 911 Board Guidelines Policy on Expenditure of Distributions

Statements in bold are directly from the statute IC 36-8-16.7-38.

Permitted uses of distribution by PSAPs; annual reports to board by PSAPs; state board of accounts annual audit of PSAP expenditures; review by board; reports to budget committee; county 911 funds.

Sec. 38. (a) A PSAP may use a distribution from a county under this chapter only for the following:

(1) The lease, purchase, or maintenance of communications service equipment.

Definition of "communications service equipment."

Indiana Code 36-8-16.7-7

"Communications service"

Sec. 7. (a) As used in this chapter, "communications service" means any service that:

- (1) uses telephone numbers or IP addresses or their functional equivalents or successors;
- (2) allows access to, or a connection or interface with, a 911 system through the activation or enabling of a device, transmission medium, or technology that is used by a customer to dial, initialize, or otherwise activate the 911 system, regardless of the particular device, transmission medium, or technology employed;
- (3) provides or enables real time or interactive communications, other than machine to machine communications; and
- (4) is available to a prepaid user or a standard user.

(b) The term includes the following:

- (1) Internet protocol enabled services and applications that are provided through wireline, cable, wireless, or satellite facilities, or any other facility or platform that is capable of connecting a 911 communication to a PSAP.
- (2) A multiline telephone system.
- (3) CMRS.
- (4) Interconnected VOIP service and voice over power lines.
- (5) Integrated telecommunications service (as defined in 47 CFR 400.2).

As added by P.L.132-2012, SEC.20.

Distribution guidelines that will be used:

The definition of communications service equipment restricts expenditures under this section to the equipment required to allow a PSAP to receive 9-1-1 calls from any technology.

APPENDIX D
Statewide 911 Board Guidelines Policy on Expenditure of Distributions
(Continued)

Examples:

1. Customer Premise Equipment - either on-site or a hosted solution.
2. Transmission medium (Fiber, T1, broadband, cablemodem, wireless, etc.) initial purchase or reoccurring costs only for devices that are directly connected to the 9-1-1 network.

(2) Necessary system hardware and software and data base equipment.

Distribution guidelines that will be used:

Necessary is defined as *essential*, meaning hardware, software and database equipment that is directly connected to the 9-1-1 network and used by a PSAP to receive and process a 9-1-1 call.

Examples:

1. GIS Mapping
2. Computer Aided Dispatch hardware and software. This is limited to the CAD that the PSAP itself (the fixed location facility) uses for call detail entry and data storage. This does not include Records Management (RMS); Mobile Client; Jail or any other software beyond that required to provide the function of dispatch and call history within the PSAP itself.
3. Radio Equipment - This is limited to the radio necessary (essential) radio equipment that a PSAP uses to dispatch the emergency to the first responders.
4. Remote radio transmission hardware/software, antennas; items used to provide dispatch radio communication beyond the range of radio equipment located at the PSAP itself.
5. Technology used to connect the PSAP radio to the remote transmitter (T1, broadband, microwave, wireless).
6. Emergency Medical Dispatch (EMD) software.
7. Addressing directly to support the function of 9-1-1.
8. Database management.
9. Internet connectivity.
10. Computers, servers, switches, cabling used in the PSAP.
11. Maintenance contracts on hardware and software.

(3) Personnel expenses, including wages, benefits, training, and continuing education, only to the extent reasonable and necessary for the provision and maintenance of:

(A) the statewide 911 system; or

(B) a wire line enhanced emergency telephone system funded under IC 36-8-16 (before its repeal on July 1, 2012).

APPENDIX D
Statewide 911 Board Guidelines Policy on Expenditure of Distributions
(Continued)

Distribution guidelines that will be used:

- a. Counties should ensure that the personnel expenses paid from the fund is for employees whose primary job responsibilities are receiving, processing and dispatching 9-1-1 calls and the management or coordination of those services.
- b. The training and continuing education is limited to those courses that directly relate to 9-1-1 services and are offered as professional development. This would include training offered by nationally recognized professional organizations such as NENA or APCO. Travel, lodging, meals for training courses are allowable.

Examples:

1. 9-1-1 call takers, dispatchers or telecommunications specialists, PSAP management, GIS personnel, etc.
2. Emergency Medical Dispatching (EMD).
3. Telecommunicators Courses.
4. Emergency Fire Dispatching (EFD).
5. Department of Homeland Security Courses.
6. Courses offered by vendors for their product (that is an eligible expense itself) that is used in a PSAP.

(4) Operational costs, including costs associated with:

(A) utilities;

Examples: water, sewer, electricity, phone, broadband for operating a PSAP.

(B) maintenance;

Examples: Repairs that do not add significant value to the property or extend its life. They are reasonable in amount and are necessary to keep the property in habitable condition. Repairs are generally considered restoring an item to its previous good condition. Examples of repairs include the following:

- a) refinishing a wood floor;
- b) repainting a room;
- c) repairing a roof;
- d) repairing existing plumbing;
- e) repairing existing appliances;
- f) replacing a doorknob;
- g) replacing a window;

APPENDIX D
Statewide 911 Board Guidelines Policy on Expenditure of Distributions
(Continued)

- h) replacing a broken smoke detector;
- i) replacing rotted floorboards; or
- j) replacing cracked floor tiles.

Renovation, on the other hand, is generally defined as follows:

An improvement is any type of renovation that will extend the useful life of the property. Improvements are generally considered adding something that was not previously there, upgrading something that was existing or adapting the asset to a new use. Improvements are usually more intensive than repairs and usually involve greater cost. Examples of improvements include the following:

- a) adding an addition or remodeling an existing facility;
- b) adding central air conditioning;
- c) installing a security system;
- d) installing brand new carpet;
- e) replacing an entire roof;
- f) replacing all existing plumbing;
- g) replacing all existing electric; or
- h) replacing all windows.

General office supplies shall include all normal, routinely consumable materials of a non-personal nature that are considered current assets and are necessary to perform the duties of a PSAP such as paper, pens, pencils, ink, paperclips, staples, etc. This list of current assets is not all inclusive, but provided as examples.

(C) equipment designed to provide backup power or system redundancy, including generators; and

Examples: generators, UPS system for emergency power which includes system fuel/power source.

(D) call logging equipment

Examples equipment used to record audio/video communications between a 9-1-1 caller, PSAP and first responders.

(5) An emergency notification system that is approved by the board under section 40 of this chapter.

(6) Connectivity to the Indiana data and communications system (IDACS).

APPENDIX D
Statewide 911 Board Guidelines Policy on Expenditure of Distributions
(Continued)

(7) Rates associated with communications service providers' enhanced emergency communications system network services.

Examples: Charges imposed by a communication service provider for an enhanced service provided to a PSAP.

(8) Mobile radio equipment used by first responders, other than radio equipment purchased under subdivision (9) as a result of the narrow banding requirements specified by the Federal Communications Commission. -

Distribution guidelines that will be used:

- a. Mobile and portable are interchangeable terms used by the industry to describe hardware used by first responders for radio communications. The advancements in technology allows first responders to use either a mobile or a portable radio in the same environment and not necessarily be equipped with both.
- b. Radio equipment purchased using revenue from the 9-1-1 fund shall remain the property of county government.

Examples:

1. Mobile/portable radio used by first responders to communicate with the PSAP.

(9) Up to fifty percent (50%) of the costs associated with the narrow banding or replacement of radios or other equipment as a result of the narrow banding requirements specified by the Federal Communications Commission.

Distribution guidelines that will be used:

(b) A PSAP may not use a distribution from a county under this chapter for the following:

- (1) The construction, purchase, renovation, or furnishing of PSAP buildings.**
- (2) Vehicles.**

Distribution guidelines that will be used:

While there are only 2 items specifically stated in IC 36-8-16.7 that are prohibited expenditures from the fund, items 1 through 9 had the legislative intent of placing limits the eligible expenses.

Examples of ineligible expenses:

(This list is offered as an example of ineligible expenses and is not considered all inclusive.)

1. Postage
2. Office equipment (chairs, furniture, consoles, copier, facsimile, filing cabinets)
3. Kitchen appliances, televisions, and break room equipment.
4. Software such as RMS, mobile client, jail software, etc.

APPENDIX D
Statewide 911 Board Guidelines Policy on Expenditure of Distributions
(Continued)

5. Automatic Vehicle Locator (AVL) software and operational expense for first responders.
6. Air cards for first responders.
7. Laptops in first responder vehicles.
8. Public Education.
9. Cell phones.
10. Legal advertisements, sponsorships.

Provided, however, that the prohibition on the use of 911 fees for construction, purchase, renovation, furnishing, or leasing of real property shall not apply to the extent it would result in the impairment of any existing contract.

If you have a question regarding an expense that is not included in this document, you are encouraged to contact the Statewide 9-1-1 office at (317) 234-8362 or by email at statewideboard@In911.net.

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APPENDIX E

E-911 BOARD STATUS ON FOLLOW UP OF INELIGIBLE EXPENDITURES REPORTED

County	Amount	Summary	Final Disposition
Brown	\$ 1,038.43	Received documentation of reimbursement	No further action required
Carroll	536.45	Plan to make reimbursement on July 19th	
Daviess	47.00	Received documentation of reimbursement	No further action required
Fountain	324.36	Received documentation of reimbursement	No further action required
Hamilton	1,029.53	Received documentation of reimbursement	No further action required
Lake	5,238.00	Received documentation of reimbursement	No further action required
LaPorte	129.37	Received documentation of reimbursement	No further action required
Ripley	16.35	Received documentation of reimbursement	No further action required
St. Joseph	49.98	Received documentation of reimbursement	No further action required
Starke	79.99	Received documentation of reimbursement	No further action required
Tipton	2,780.33	Received documentation of reimbursement	No further action required
Warren	552.20	Received documentation of reimbursement	No further action required
Wells	<u>2,500.00</u>	Received documentation of reimbursement	No further action required
TOTAL	<u><u>\$ 14,321.99</u></u>		

APPENDIX F



March 1, 2018

We are in receipt of the letter from Staci M. Dungan dated March 1, 2018. We appreciate the detailed review that the State has performed of the expenses. As advised in 2017, we did segregate our State 911 funds received from the funds from our contributing partners in separate accounts, which took place in early April, 2017. Our intention for the use of the State 911 account going forward is to primarily pay personnel cost (salary & fringe). The funds contributed by the State do not cover all of our personnel costs, so contributing partner funds will also be placed into this account to cover those remaining personnel costs.

In the letter, the expense of \$1,029.53 was identified as E911 ineligible expenditures. This expense was paid prior to the separation of the accounts. We believe this is still a legitimate cost associated with the 911 center. We are providing this letter as additional information that should be considered before finalizing the report.

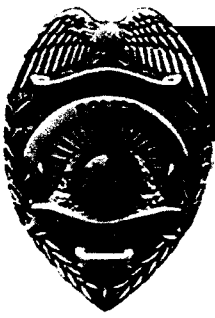
The expense for \$1,029.53 from Foremost Promotions was for educational materials that are utilized at educational events, such as Carmel Public Safety Day, which are staffed and attended by communications staff for 911 outreach. The items are distributed to school aged children and parents after a brief discussion about when and why to call 911 and the importance of children learning their home address. The items ordered included bookmarks with instructions of when and how to call 911 and coloring and activity books about calling 911 for the school aged children. We do believe that these items are part of our mission for community education and engagement as a 911 center.

Please contact me if you require additional information about these charges.

Sincerely,

A handwritten signature in cursive script that reads "Robin M. Mills".

Robin M. Mills
Hamilton County Auditor



WASHINGTON POLICE DEPARTMENT



Todd Church
Chief of Police
Trent McWilliams
Assistant Chief of Police

02/26/2018


To Whom It May Concern,

On February 26, 2018 Daviess County Auditor Patty Ball contacted me to advise the county E911 Fund had been audited. She stated a couple of expenses made by the Washington Police Department had been viewed as questionable on the Edit Report. Those questionable expense items were a Targus Slim Stylus and a Dell Urban 2.0 Topload Carrying Case. These two (2) items were ordered at the same time and on the same invoice as a Dell Inspiron 13' 7000 series laptop. All three (3) items were ordered together as a package because the vision was they would all be used together as a package.

There are a number of reasons to use a stylus with a touch screen computer. Oil and dirt from fingers can build up on a touchscreen, unless the user has a stylus. Taking notes on a computer using a stylus can be faster than typing notes out on a keyboard. Taking notes on a computer rather than on paper makes it easier to save and edit information. Styluses are more precise to use on touchscreens than fingers are. Using a stylus also protects a touchscreen from scratches.

The Dell Inspiron laptop was purchased to work in connection with the Washington Police Department's new Spillman CAD (Computer Automated Dispatch) software along with the departments new Think AVL/ Think GIS GPS mapping system. The Dell carrying case was purchased with the idea of protecting the laptop when it is transported from one location to another. This particular laptop was purchased with the idea it could be utilized in a number of different settings such as in the office, in a vehicle, at a meeting, or at a conference just to name a few. With the thought of the Dell laptop being transported from place to place we felt it was important to protect the investment. The carrying case is also where we store the stylus for the laptop.

Sincerely,


Trent McWilliams,
Assistant Chief of Police