

Washington State Auditor's Office
Accountability Audit Report

**Northwest Region Emergency Medical
Services and Trauma Care Council
(Northwest Region Emergency Medical
Services)**

Report Date
February 20, 2014

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February 27, 2014



WASHINGTON
TROY KELLEY
STATE AUDITOR



**Washington State Auditor
Troy Kelley**

February 27, 2014

Council
Northwest Region Emergency Medical Services
Bremerton, Washington

Report on Accountability

We appreciate the opportunity to work in cooperation with your Region to promote accountability, integrity and openness in government. The State Auditor's Office takes seriously our role to advocate for government accountability and transparency and to promote positive change.

Please find attached our report on the Northwest Region Emergency Medical Services' accountability and compliance with state laws and regulations and its own policies and procedures. Thank you for working with us to ensure the efficient and effective use of public resources.

Sincerely,

TROY KELLEY
STATE AUDITOR

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Kitsap County
February 20, 2014**

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Audit Summary

Northwest Region Emergency Medical Services Kitsap County February 20, 2014

ABOUT THE AUDIT

This report contains the results of our independent accountability audit of the Northwest Region Emergency Medical Services from October 1, 2010 through June 30, 2013.

We evaluated internal controls and performed audit procedures on the activities of the Region. We also determined whether the Region complied with state laws and regulations and its own policies and procedures.

In keeping with general auditing practices, we do not examine every transaction, activity or area. Instead, the areas examined were those representing the highest risk of noncompliance, misappropriation or misuse. The following areas were examined during this audit period:

- Open public meeting minutes
- Payroll/personnel
- Payments/expenditures
- Bank activity and reconciliations
- Financial condition

RESULTS

In the areas we examined, the Region's internal controls were adequate to safeguard public assets. The Region also complied with state laws and regulations and its own policies and procedures in the areas we examined.

Related Reports

**Northwest Region Emergency Medical Services
Kitsap County
February 20, 2014**

OTHER REPORTS

During the current audit period, the State Auditor's Office issued a report in November 2012 on a misappropriation of public funds at the Region. That report is available on our website, www.sao.wa.gov.

Description of the Region

Northwest Region Emergency Medical Services Kitsap County February 20, 2014

ABOUT THE REGION

The state Department of Health organized the state into eight emergency medical services and trauma care regions. Northwest Region Emergency Medical Services and Trauma Care Council, doing business as Northwest Region Emergency Medical Services, is one of the eight regions. State grants support the Region's operations as it develops the plans for patient care, illness and injury prevention and public education programs.

The Region operated on annual budgets of approximately \$161,200, \$226,640 and \$192,380 in fiscal years 2011, 2012 and 2013, respectively. It serves Mason, Kitsap, Jefferson and Clallam counties. The Region is governed by a council of approximately 42 representatives and alternates from local governments, state governments and emergency medical service providers and nonprofits. Its Executive Council is made up of six appointed representatives from governmental entities and private businesses within the region. The Region has one employee, an Executive Director.

ENTITY OFFICIALS

These officials served during the audit period:

Executive Council:

Terry Anderson
Steve Engle
Rebecca Wilson
Tim McKern
Brad Martin
Sam Phillips

Note: Brad Martin and Sam Phillips replaced Colleen Rodriguez and Keith Bogues in 2014. Colleen Rodriguez and Terry Anderson replaced Kim Doyle and Robert Moser in 2012.

APPOINTED OFFICIALS

Executive Director

Anice Grant (until October 11, 2010)
René Perret (since March 1, 2011)

REGION CONTACT INFORMATION

Address: Northwest Region Emergency Medical Services
5610 Kitsap Way, #240
Bremerton, WA 98312

Phone: 360-479-5631

Website: www.nwrems.org/

AUDIT HISTORY

We audit the Region based on a contract with the Washington State Department of Health. This was the Region's first accountability audit.



ABOUT THE STATE AUDITOR'S OFFICE

The State Auditor's Office is established in the state's Constitution and is part of the executive branch of state government. The State Auditor is elected by the citizens of Washington and serves four-year terms.

We work with our audit clients and citizens as an advocate for government accountability. As an elected agency, the State Auditor's Office has the independence necessary to objectively perform audits and investigations. Our audits are designed to comply with professional standards as well as to satisfy the requirements of federal, state, and local laws.

The State Auditor's Office employees are located around the state to deliver services effectively and efficiently.

Our audits look at financial information and compliance with state, federal and local laws on the part of all local governments, including schools, and all state agencies, including institutions of higher education. In addition, we conduct performance audits of state agencies and local governments and fraud, whistleblower and citizen hotline investigations.

The results of our work are widely distributed through a variety of reports, which are available on our Web site and through our free, electronic subscription service.

We take our role as partners in accountability seriously. We provide training and technical assistance to governments and have an extensive quality assurance program.

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