

# STATE OF MINNESOTA

## Office of the State Auditor



**Rebecca Otto**  
**State Auditor**

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**CENTRAL MINNESOTA EMERGENCY  
MEDICAL SERVICES REGION  
ST. CLOUD, MINNESOTA**

**FOR THE YEAR ENDED DECEMBER 31, 2009**

## **Description of the Office of the State Auditor**

The mission of the Office of the State Auditor is to oversee local government finances for Minnesota taxpayers by helping to ensure financial integrity and accountability in local governmental financial activities.

Through financial, compliance, and special audits, the State Auditor oversees and ensures that local government funds are used for the purposes intended by law and that local governments hold themselves to the highest standards of financial accountability.

The State Auditor performs approximately 160 financial and compliance audits per year and has oversight responsibilities for over 3,300 local units of government throughout the state. The office currently maintains five divisions:

**Audit Practice** - conducts financial and legal compliance audits of local governments;

**Government Information** - collects and analyzes financial information for cities, towns, counties, and special districts;

**Legal/Special Investigations** - provides legal analysis and counsel to the Office and responds to outside inquiries about Minnesota local government law; as well as investigates allegations of misfeasance, malfeasance, and nonfeasance in local government;

**Pension** - monitors investment, financial, and actuarial reporting for approximately 730 public pension funds; and

**Tax Increment Financing** - promotes compliance and accountability in local governments' use of tax increment financing through financial and compliance audits.

The State Auditor serves on the State Executive Council, State Board of Investment, Land Exchange Board, Public Employees Retirement Association Board, Minnesota Housing Finance Agency, and the Rural Finance Authority Board.

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**CENTRAL MINNESOTA EMERGENCY  
MEDICAL SERVICES REGION  
ST. CLOUD, MINNESOTA**

**For the Year Ended December 31, 2009**



**Audit Practice Division  
Office of the State Auditor  
State of Minnesota**

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**CENTRAL MINNESOTA EMERGENCY MEDICAL SERVICES REGION  
ST. CLOUD, MINNESOTA**

TABLE OF CONTENTS

	<u>Reference</u>	<u>Page</u>
<b>Introductory Section</b>		
Organization		1
<b>Financial Section</b>		
Independent Auditor's Report		2
Management's Discussion and Analysis		4
Basic Financial Statements		
Statement of Net Assets of Governmental Activities and General Fund Balance Sheet	Statement 1	8
Statement of Activities of Governmental Activities and General Fund Revenues, Expenditures, and Changes in Fund Balance	Statement 2	9
Notes to the Financial Statements		10
<b>Management and Compliance Section</b>		
Report on Minnesota Legal Compliance		18

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**CENTRAL MINNESOTA EMERGENCY MEDICAL SERVICES REGION  
ST. CLOUD, MINNESOTA**

**ORGANIZATION  
DECEMBER 31, 2009**

<u>Name</u>	<u>Representing</u>	<u>Position</u>
<b>Board Members</b>		
Jim McMahon	Benton County	
Jeff Peterson	Cass County	
Lora Walker	Chisago County	
Rachel Reabe Nystrom	Crow Wing County	
Alan Duff	Isanti County	
Les Nielsen	Kanabec County	
Roger Tellinghuisen	Mille Lacs County	
Duane Johnson	Morrison County	Secretary
Doug Carlson	Pine County	
John Riebel	Sherburne County	
DeWayne Mareck	Stearns County	Vice Chair
Mark Blessing	Todd County	Chair
Lane Waldahl	Wadena County	
Rose Thelen	Wright County	
Coordinator		
Scott Miller		

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REBECCA OTTO  
STATE AUDITOR

# STATE OF MINNESOTA OFFICE OF THE STATE AUDITOR

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## INDEPENDENT AUDITOR'S REPORT

Joint Powers Board  
Central Minnesota Emergency  
Medical Services Region

We have audited the accompanying financial statements of the governmental activities and the General Fund of the Central Minnesota Emergency Medical Services Region as of and for the year ended December 31, 2009, which collectively comprise the Region's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the Region's management. Our responsibility is to express opinions 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 of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and the General Fund of the Central Minnesota Emergency Medical Services Region as of December 31, 2009, and the respective changes in financial position thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

The Management's Discussion and Analysis is not a required part of the basic financial statements but is supplementary information required by the Governmental Accounting Standards Board. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

*/s/Rebecca Otto*

REBECCA OTTO  
STATE AUDITOR

April 23, 2010

*/s/Greg Hierlinger*

GREG HIERLINGER, CPA  
DEPUTY STATE AUDITOR

## **MANAGEMENT'S DISCUSSION AND ANALYSIS**

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**CENTRAL MINNESOTA EMERGENCY MEDICAL SERVICES REGION  
ST. CLOUD, MINNESOTA**

**MANAGEMENT'S DISCUSSION AND ANALYSIS  
DECEMBER 31, 2009  
(Unaudited)**

The Central Minnesota Emergency Medical Services Region Joint Powers Board's discussion and analysis provides an overview of the Region's financial activities for the fiscal year ended December 31, 2009. Since this information is designed to focus on the current year's activities, resulting changes, and currently known facts, it should be read in conjunction with the Region's financial statements.

**FINANCIAL HIGHLIGHTS**

- Total net assets are \$156,637. The net assets increased by \$64,972 for the year ended December 31, 2009.
- Due to an unexpected state budget shortfall, the Region took a conservative approach to spending for the last half of 2009. The Region will be reviewing the actual revenues received to determine if the budget will need to be adjusted to allow for additional training reimbursements to agencies.
- In August 2007, an addendum to the emergency medical services (EMS) grant contract was completed to include additional funds awarded of \$100,000. These funds were expended by mid-2009. The Region will not be receiving any additional dollars in 2010.
- The Region applied for outside grants to support activities. The Region received two additional grants in 2008 totaling \$16,931: (1) the Emergency Medical Services for Children grant of \$5,350 (this grant's funding ended January 2009); and (2) the Volunteer Reimbursement Carryover Funds of \$11,581 (this grant's funding ended June 2009). The Region is not expecting to receive these funds in 2010.

**OVERVIEW OF THE FINANCIAL STATEMENTS**

This discussion and analysis is intended to serve as an introduction to the basic financial statements. The Region's basic financial statements consist of two statements which combine government-wide financial statements and fund financial statements and notes to the financial statements. The Management's Discussion and Analysis (this section) is required to accompany the basic financial statements and, therefore, is included as required supplementary information.

There are two financial statements. The first column of each statement presents governmental fund data, which focus on how money flows in and out and the balances left at year-end that are available for spending. These columns are reported using an accounting method called modified accrual accounting. This method measures cash and all other financial assets that can be readily converted to cash. This column provides a detailed short-term view of the Region's general government operations and the basic services it provides. Governmental fund information helps you determine whether there are more or fewer financial resources that can be spent in the near future to finance the Region's programs. We reconcile the relationship (or differences) between governmental funds and governmental activities (reported in the third column) in the center column of each statement.

The third column in each statement presents the Statement of Net Assets and the Statement of Activities which provides information about the activities of the Region as a whole and presents a longer-term view of the Region's finances. These columns tell how these services were financed in the short term as well as what remains for future spending.

### The Region as a Whole

The Region's combined net assets increased from \$91,665 to \$156,637. Our analysis below focuses on the net assets (Table 1) and changes in net assets (Table 2) of the Region's governmental activities.

**Table 1 - Net Assets**

	<u>2009</u>	<u>2008</u>
Cash and pooled investments	\$ 153,706	\$ 82,733
Due from other governments	<u>13,376</u>	<u>38,675</u>
Total Assets	<u>\$ 167,082</u>	<u>\$ 121,408</u>
Current liabilities	\$ 2,732	\$ 25,205
Noncurrent liabilities	<u>7,713</u>	<u>4,538</u>
Total Liabilities	<u>\$ 10,445</u>	<u>\$ 29,743</u>
Net Assets		
Unrestricted	<u>\$ 156,637</u>	<u>\$ 91,665</u>

Net assets of the Region increased by 70.9 percent. Unrestricted net assets--the part of net assets that can be used to finance day-to-day operations without constraints established by enabling legislation or other legal requirements--changed from a \$91,665 surplus at December 31, 2008, to \$156,637 at the end of this year.

**Table 2 - Changes in Net Assets**

	<u>2009</u>	<u>2008</u>
Revenues		
Program revenues		
Operating grants	\$ 261,341	\$ 219,365
Fees and charges	2,929	22,403
	<u>264,270</u>	<u>241,768</u>
Total Revenues	\$ 264,270	\$ 241,768
Program expenses		
Health		
EMS systems management	\$ 126,419	\$ 114,419
EMS personnel training	28,989	64,993
Patient/nonpatient care EMS equipment	29,379	36,673
Bioterrorism training and support	5,563	19,769
Volunteer emergency medical technician	8,948	10,145
	<u>199,298</u>	<u>245,999</u>
Total Expenses	\$ 199,298	\$ 245,999
Increase (Decrease) in Net Assets	<u>\$ 64,972</u>	<u>\$ (4,231)</u>

### **The Region's General Fund**

As the Region completed the year, its governmental fund (as presented in the first column of the statements) reported a fund balance of \$164,350, which is greater than last year's fund balance of \$96,203, an increase of 70.8 percent. The Region has adopted grant budgets for the various grant periods. These budgets may be amended or modified as additional grants are received. A comparison of budgeted revenues and expenditures to actual has not been presented in the financial statements because the budgets are not adopted on an annual fiscal-period basis.

### **ECONOMIC FACTORS AND NEXT YEAR'S GRANT BUDGETS AND RATES**

The Region's officials considered many factors when planning for the calendar year ending December 31, 2010.

- The State of Minnesota has projected a significant budget deficit. It is anticipated that there will be significant reductions in state aids to local governments. The Region, however, continually reviews expenditures against revenues to determine if programs and administrative expenses can or need to be reduced.
- The Region has seen an increase in the Seat Belt Relief grant in the last months of 2009. For 2010 budget purposes, the Region has taken a conservative approach in estimating the projected revenue to be received in 2010 due to the projected state budget shortfall. The Region, however, continually reviews revenues and expenditures to determine if changes need to be made as the year progresses.

## **CONTACTING THE REGION'S FINANCIAL MANAGEMENT**

This financial report is designed to provide our citizens, customers, investors, and creditors with a general overview of the Region's finances and to show the Region's accountability for the money it receives. If you have questions about this report, or need additional financial information, contact the Central Minnesota Emergency Medical Services Joint Powers Board Director, P. O. Box 1107, St. Cloud, Minnesota 55302.

## **BASIC FINANCIAL STATEMENTS**

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**CENTRAL MINNESOTA EMERGENCY MEDICAL SERVICES REGION  
ST. CLOUD, MINNESOTA**

**Statement 1**

**STATEMENT OF NET ASSETS OF GOVERNMENTAL ACTIVITIES  
AND GENERAL FUND BALANCE SHEET  
DECEMBER 31, 2009**

	<b>General Fund</b>	<b>Reconciliation</b>	<b>Governmental Activities</b>
<b><u>Assets</u></b>			
<b>Current assets</b>			
Cash and investments pooled with Stearns County	\$ 153,706	\$ -	\$ 153,706
Due from other governments	13,376	-	13,376
<b>Total Assets</b>	<b>\$ 167,082</b>	<b>\$ -</b>	<b>\$ 167,082</b>
<b><u>Liabilities and Fund Balance/Net Assets</u></b>			
<b>Liabilities</b>			
<b>Current liabilities</b>			
Accounts payable	\$ 211	\$ -	\$ 211
Salaries payable	2,521	-	2,521
<b>Total current liabilities</b>	<b>\$ 2,732</b>	<b>\$ -</b>	<b>\$ 2,732</b>
<b>Noncurrent liabilities</b>			
Compensated absences - long-term	-	7,713	7,713
<b>Total Liabilities</b>	<b>\$ 2,732</b>	<b>\$ 7,713</b>	<b>\$ 10,445</b>
<b>Fund Balance</b>			
Unreserved			
Undesignated	164,350	(164,350)	
<b>Net Assets</b>			
Unrestricted		156,637	156,637
<b>Total Liabilities and Fund Balance/Net Assets</b>	<b>\$ 167,082</b>	<b>\$ -</b>	<b>\$ 167,082</b>
<b>Reconciliation of the General Fund Balance to Net Assets</b>			
Fund Balance - General Fund			\$ 164,350
Long-term liabilities are reported on the Statement of Net Assets but not on the Fund Balance Sheet.			
Compensated absences payable at year-end			(7,713)
<b>Net Assets - Governmental Activities</b>			<b>\$ 156,637</b>

**CENTRAL MINNESOTA EMERGENCY MEDICAL SERVICES REGION  
ST. CLOUD, MINNESOTA**

Statement 2

**STATEMENT OF ACTIVITIES OF GOVERNMENTAL ACTIVITIES AND  
GENERAL FUND REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE  
FOR THE YEAR ENDED DECEMBER 31, 2009**

	<b>General Fund</b>	<b>Reconciliation</b>	<b>Governmental Activities</b>
<b>Revenues</b>			
State sources			
Emergency medical services (EMS) grant	\$ 137,703	\$ -	\$ 137,703
Seat belt grant	114,367	-	114,367
Volunteer emergency medical technician (EMT)	9,271	-	9,271
Charges for services	2,929	-	2,929
<b>Total Revenues</b>	<b>\$ 264,270</b>	<b>\$ -</b>	<b>\$ 264,270</b>
<b>Expenditures/Expenses</b>			
<b>Current</b>			
<b>Health</b>			
EMS systems management	\$ 123,244	\$ 3,175	\$ 126,419
EMS personnel training	28,989	-	28,989
Patient/nonpatient care EMS equipment	29,379	-	29,379
Bioterrorism training and support	5,563	-	5,563
Volunteer EMT	8,948	-	8,948
<b>Total Expenditures/Expenses</b>	<b>\$ 196,123</b>	<b>\$ 3,175</b>	<b>\$ 199,298</b>
<b>Net Change in Fund Balance/Net Assets</b>	<b>\$ 68,147</b>	<b>\$ (3,175)</b>	<b>\$ 64,972</b>
<b>Fund Balance/Net Assets - January 1</b>	<b>96,203</b>	<b>(4,538)</b>	<b>91,665</b>
<b>Fund Balance/Net Assets - December 31</b>	<b>\$ 164,350</b>	<b>\$ (7,713)</b>	<b>\$ 156,637</b>
<b>Reconciliation of the Statement of General Fund Revenues, Expenditures, and Changes in Fund Balance to the Statement of Activities</b>			
Net Change in Fund Balance			\$ 68,147
Some expenses reported in the Statement of Activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds, such as the increase in compensated absences payable.			(3,175)
<b>Change in Net Assets of Governmental Activities</b>			<b>\$ 64,972</b>

**CENTRAL MINNESOTA EMERGENCY MEDICAL SERVICES REGION  
ST. CLOUD, MINNESOTA**

**NOTES TO THE FINANCIAL STATEMENTS  
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2009**

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1. Summary of Significant Accounting Policies

The Central Minnesota Emergency Medical Services Region's financial statements are prepared in accordance with generally accepted accounting principles (GAAP) as of and for the year ended December 31, 2009. The Governmental Accounting Standards Board (GASB) is responsible for establishing GAAP for state and local governments through its pronouncements (statements and interpretations). Governments are also required to follow the pronouncements of the Financial Accounting Standards Board issued through November 30, 1989, (when applicable) that do not conflict with or contradict GASB pronouncements. The more significant accounting policies established in GAAP and used by the Region are discussed below.

A. Financial Reporting Entity

The Region was established in 2001 under Minn. Stat. § 471.59. It was established under a joint powers agreement between 14 counties in Central Minnesota to improve the planning, coordination, and implementation of emergency medical services within the member counties. The Region provides training primarily for policemen, firemen, and ambulance personnel in emergency medical procedures, and also assists in purchasing medical supplies.

The Region has established a Board which has general supervision over the Region's activities. The Board consists of 14 County Commissioners, one from each of the member counties. The Board elects a chair, vice chair, and secretary/treasurer from its members. The Board has adopted bylaws and operating rules and policies as it has deemed necessary.

The Region is a separate entity independent of the counties that formed it. In accordance with GAAP, the Region's financial statements are not included in any member county's financial statements. However, Stearns County, as fiscal agent, accounts for all transactions of the Region and reports the Region as an agency fund in its financial statements. No single member county retains control over the operations or is financially accountable for the Region.

**CENTRAL MINNESOTA EMERGENCY MEDICAL SERVICES REGION  
ST. CLOUD, MINNESOTA**

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1. Summary of Significant Accounting Policies (Continued)

B. Basic Financial Statements

The financial statements combine fund level financial statements and government-wide financial statements (the governmental activities column). These statements include the financial activities of the overall Joint Powers Board.

The government-wide columns are reported on a full accrual, economic resource basis, which recognizes all long-term assets and receivables as well as long-term debt and obligations. The Region's net assets are unrestricted.

C. Measurement Focus and Basis of Accounting

The governmental activities columns are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned, and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund columns (General Fund) are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. The Region considers all revenues as available if collected within 60 days after the end of the current period. Expenditures are recorded when the related fund liability is incurred, except for compensated absences and claims and judgments, which are recognized as expenditures to the extent that they have matured. When both restricted and unrestricted resources are available for use, it is the Region's policy to use restricted resources first and then unrestricted resources as needed.

D. Assets, Liabilities, and Net Assets or Equity

1. Cash and Pooled Investments

The Region's cash and pooled investments include cash on hand, demand deposits, and cash on deposit with Stearns County. Custodial credit risk is the risk that in the event of a financial institution failure, the County's deposits will not be returned to it. To cover its custodial credit risk, the County obtains collateral to cover deposits in excess of insurance coverage.

**CENTRAL MINNESOTA EMERGENCY MEDICAL SERVICES REGION  
ST. CLOUD, MINNESOTA**

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1. Summary of Significant Accounting Policies

D. Assets, Liabilities, and Net Assets or Equity (Continued)

2. Receivables

All receivables are shown net of an allowance for uncollectibles.

3. Capital Assets

The Region defines capital assets as assets with an initial, individual cost of more than \$5,000 and an estimated useful life in excess of two years. Such assets are recorded at historical cost or estimated historical cost if purchased. Donated capital assets are recorded at estimated fair market value at the date of donation. The Region currently holds no capital assets over the \$5,000 capitalization threshold.

4. Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

2. Detailed Notes

A. Assets

1. Deposits

As of December 31, 2009, the Region had \$153,706 on deposit with Stearns County. Authorization to deposit cash in financial institutions is provided by Minn. Stat. § 118A.02. The types of investments available are authorized by Minn. Stat. §§ 118A.04 and 118A.05. Minnesota statutes require that all County deposits be covered by insurance, surety bond, or collateral.

**CENTRAL MINNESOTA EMERGENCY MEDICAL SERVICES REGION  
ST. CLOUD, MINNESOTA**

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2. Detailed Notes

A. Assets (Continued)

2. Due From Other Governments

At December 31, 2009, the Region had \$13,376 due from other governments. This represents amounts due from the State of Minnesota for the Emergency Medical Services Grant.

B. Liabilities

1. Deferred Revenue

The Region defers revenue for resources that have been received, but not yet earned. Governmental funds also defer revenue in connection with receivables for revenues not considered to be available to liquidate liabilities of the current period.

2. Compensated Absences

The Region has adopted Stearns County's non-union personnel policies regarding paid time off (PTO). Under these policies, employees are granted PTO in varying amounts based on their length of service.

The liability for compensated absences reported in the financial statements consists of unused, accumulated and vested PTO balances. The liability has been calculated using the vesting method outlined in the personnel policies. PTO may be utilized for any purpose subject to the needs of the employer to return appropriate staffing and service levels. Unvested PTO is not paid to employees at termination. Unused accumulated and vested PTO is accrued as compensated absences when incurred in the government-wide financial statements.

Changes in the Region's compensated absences balances are:

Payable - January 1, 2009	\$	4,538
Net change in compensated absences		<u>3,175</u>
Payable - December 31, 2009	\$	<u><u>7,713</u></u>

**CENTRAL MINNESOTA EMERGENCY MEDICAL SERVICES REGION  
ST. CLOUD, MINNESOTA**

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2. Detailed Notes (Continued)

C. Expenditures

Emergency Medical Services Devices and Supplies

The Region funds expenditures for the purchase of emergency medical equipment and supplies, such as defibrillators and computers, provided largely to other agencies.

3. Employee Retirement Systems and Pension Plans

A. Plan Description

All full-time and certain part-time employees of the Central Minnesota Emergency Medical Services Region are covered by defined benefit pension plans administered by the Public Employees Retirement Association of Minnesota (PERA). PERA administers the Public Employees Retirement Fund, which is a cost-sharing, multiple-employer retirement plan. The plan is established and administered in accordance with Minn. Stat. chs. 353 and 356.

Public Employees Retirement Fund members belong to either the Coordinated Plan or the Basic Plan. Coordinated Plan members are covered by Social Security, and Basic Plan members are not. All new members must participate in the Coordinated Plan.

PERA provides retirement benefits as well as disability benefits to members and benefits to survivors upon death of eligible members. Benefits are established by state statute and vest after three years of credited service. The defined retirement benefits are based on a member's highest average salary for any five successive years of allowable service, age, and years of credit at termination of service.

Two methods are used to compute benefits for Coordinated and Basic Plan members. The retiring member receives the higher of a step-rate benefit accrual formula (Method 1) or a level accrual formula (Method 2). Under Method 1, the annuity accrual rate for a Basic Plan member is 2.2 percent of average salary for each of the first ten years of service and 2.7 percent for each year thereafter. For a Coordinated Plan member, the annuity accrual rate is 1.2 percent of average salary for each of the first ten years and 1.7 percent for each successive year. Using Method 2, the annuity accrual rate is 2.7 percent of average salary for Basic Plan members and 1.7 percent for Coordinated Plan members for each year of service.

**CENTRAL MINNESOTA EMERGENCY MEDICAL SERVICES REGION  
ST. CLOUD, MINNESOTA**

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3. Employee Retirement Systems and Pension Plans

A. Plan Description (Continued)

For Public Employees Retirement Fund members whose annuity is calculated using Method 1, a full annuity is available when age plus years of service equal 90. Normal retirement age is 65 for members hired prior to July 1, 1989, and is the age for unreduced Social Security benefits capped at age 66 for Coordinated Plan members hired on or after July 1, 1989. A reduced retirement annuity is also available to eligible members seeking early retirement.

The benefit provisions stated in the previous paragraphs of this section are current provisions and apply to active plan participants. Vested, terminated employees who are entitled to benefits but are not yet receiving them are bound by the provisions in effect at the time they last terminated public service.

PERA issues a publicly available financial report that includes financial statements and required supplementary information for the Public Employees Retirement Fund. That report may be obtained on the internet at [www.mnpera.org](http://www.mnpera.org); by writing to PERA at 60 Empire Drive, Suite 200, Saint Paul, Minnesota 55103-2088; or by calling 651-296-7460 or 1-800-652-9026.

B. Funding Policy

Pension benefits are funded from member and employer contributions and income from the investment of fund assets. Rates for employer and employee contributions are set by Minn. Stat. ch. 353. These statutes are established and amended by the state legislature. The Region makes annual contributions to the pension plans equal to the amount required by state statutes. Public Employees Retirement Fund Basic Plan members and Coordinated Plan members were required to contribute 9.1 and 6.0 percent, respectively, of their annual covered salary.

The Region is required to contribute the following percentages of annual covered payroll in 2009:

Public Employees Retirement Fund	
Basic Plan members	11.78%
Coordinated Plan members	6.75

**CENTRAL MINNESOTA EMERGENCY MEDICAL SERVICES REGION  
ST. CLOUD, MINNESOTA**

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3. Employee Retirement Systems and Pension Plans

B. Funding Policy (Continued)

The Region's contributions for the years ending December 31, 2009, 2008, and 2007, for the Public Employees Retirement Fund were:

<u>2009</u>	<u>2008</u>	<u>2007</u>
\$ 4,557	\$ 4,580	\$ 3,930

These contribution amounts are equal to the contractually required contributions for each year as set by state statute.

4. Risk Management

The Region is exposed to various risks of loss related to torts; theft of, damage to, or destruction of assets; errors or omissions; injuries to employees; or natural disasters. The Region has entered into a joint powers agreement with other Minnesota counties to form the Minnesota Counties Insurance Trust (MCIT) to protect against liabilities from workers' compensation and property and casualty. There were no significant reductions in insurance from the prior year or settlements in excess of insurance coverage for the past three years.

The Workers' Compensation Division of MCIT is self-sustaining based on the contributions charged, so that total contributions plus compounded earnings on these contributions will equal the amount needed to satisfy claims liabilities and other expenses. MCIT participates in the Workers' Compensation Reinsurance Association with coverage at \$430,000 per claim in 2009. Should MCIT Workers' Compensation Division liabilities exceed assets, the MCIT may assess the Region, through Stearns County, in a method and amount to be determined by MCIT.

The Property and Casualty Division of MCIT is self-sustaining, and the Region pays an annual premium to cover current and future losses. MCIT carries reinsurance for its property lines to protect against catastrophic losses. Should MCIT Property and Casualty Division liabilities exceed assets, MCIT may assess the Region in a method and amount to be determined by MCIT.

**CENTRAL MINNESOTA EMERGENCY MEDICAL SERVICES REGION  
ST. CLOUD, MINNESOTA**

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5. Summary of Significant Contingencies and Other Items

Contingent Liabilities

Amounts received or receivable from grant agencies are subject to audit and adjustment by grantor agencies, principally the federal government. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount, if any, of the expenditures that may be disallowed by the grantor cannot be determined at this time, although the Region expects such amounts, if any, to be immaterial.



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## REPORT ON MINNESOTA LEGAL COMPLIANCE

Joint Powers Board  
Central Minnesota Emergency  
Medical Services Region

We have audited the financial statements of the governmental activities and the General Fund of the Central Minnesota Emergency Medical Services Region as of and for the year ended December 31, 2009, which collectively comprise the Region's basic financial statements. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the provisions of the *Minnesota Legal Compliance Audit Guide for Local Government*, promulgated by the State Auditor pursuant to Minn. Stat. § 6.65. Accordingly, the audit included such tests of the accounting records and such other auditing procedures as we considered necessary in the circumstances.

The *Minnesota Legal Compliance Audit Guide for Local Government* contains six categories of compliance to be tested: contracting and bidding, deposits and investments, conflicts of interest, public indebtedness, claims and disbursements, and miscellaneous provisions. Our study included all of the listed categories, except that we did not test for compliance in contracting and bidding since those transactions are handled by Stearns County. In addition, we did not test for compliance in public indebtedness because the Region has no long-term debt other than compensated absences.

The results of our tests indicate that, for the items tested, the Central Minnesota Emergency Medical Services Region complied with the material terms and conditions of applicable legal provisions.

This communication is intended solely for the information and use of the Joint Powers Board, management, and others within the Central Minnesota Emergency Medical Services Region and is not intended to be, and should not be, used by anyone other than those specified parties.

/s/Rebecca Otto

REBECCA OTTO  
STATE AUDITOR

/s/Greg Hierlinger

GREG HIERLINGER, CPA  
DEPUTY STATE AUDITOR

April 23, 2010

Page 18