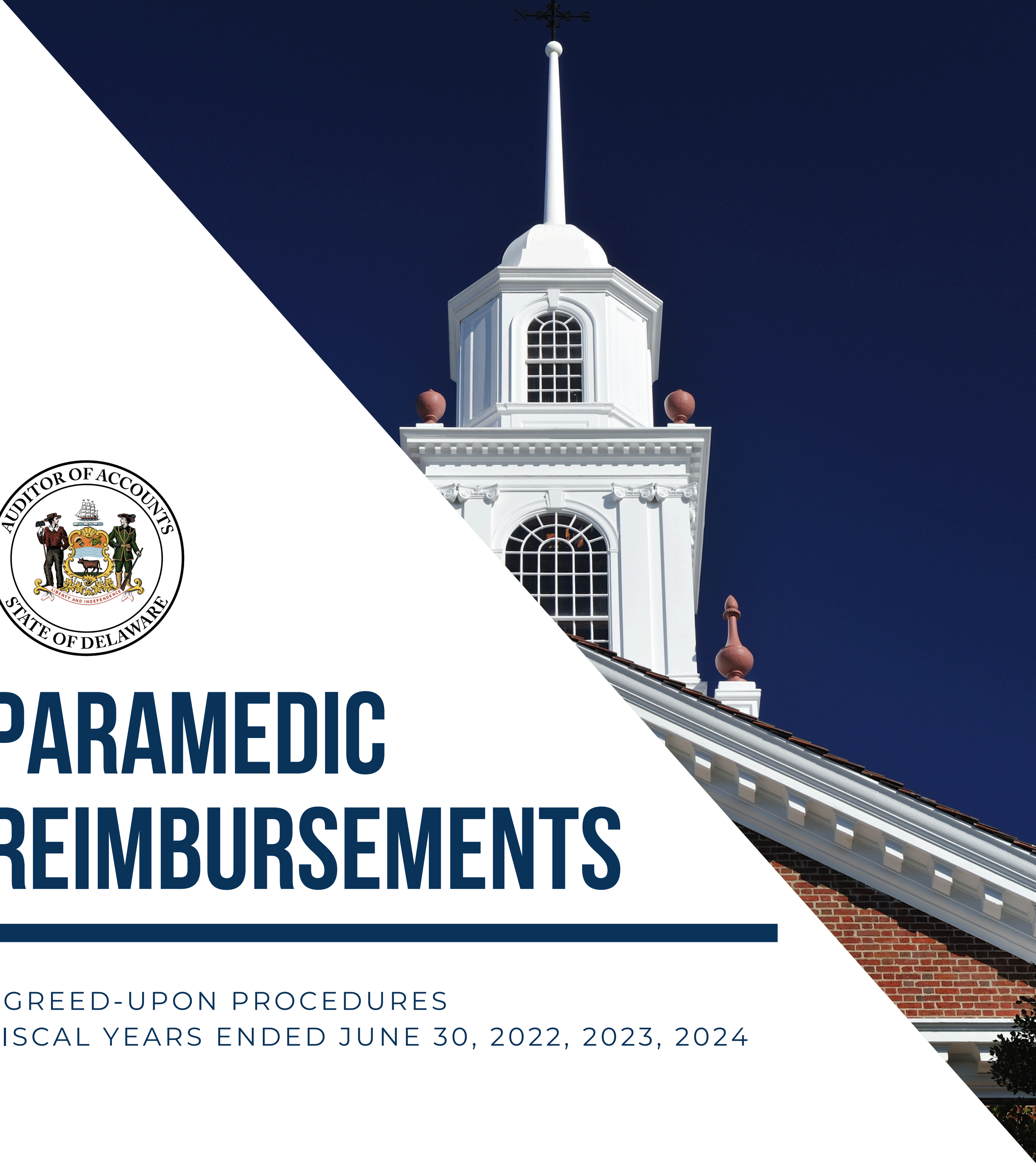
AUDITOR OF ACCOUNTS
STATE OF DELAWARE



PARAMEDIC REIMBURSEMENTS

AGREED-UPON PROCEDURES
FISCAL YEARS ENDED JUNE 30, 2022, 2023, 2024

PARAMEDIC REIMBURSEMENTS

REPORT SUMMARY FISCAL YEARS ENDED JUNE 30, 2022-2024

BACKGROUND

The Auditor of Accounts (AOA) contracted with Gunnip & Company LLL to perform an Agreed-Upon Procedures engagement on the Paramedic Reimbursements of New Castle County, Kent County, and Sussex County (County/Counties) for the years ended June 30, 2022, 2023, 2024. Management of each county and Department of Health and Social Services, Division of Public Health, Office of Emergency Medical Services, are responsible for compliance with 16 Del. C. §9814. The State provides 30% of operational costs for minimum paramedic staff hours, with counties providing the remaining 70%.

The paramedic program includes a coordinated advanced life support system, under qualified medical supervision, which has the responsibility for providing a rapid response capability in the delivery of emergency medical services to individuals who become unexpectedly ill or incapacitated or who are otherwise placed in a position where highly skilled medical assistance must be rendered to sustain or maintain such individual prior to institutional health care. The paramedic services program is utilized for medical emergencies, either at the scene or while the patient is in transit to a health facility.

The State Auditor is authorized under 29 Del. C., §2906 to conduct audits.

KEY INFORMATION AND FINDINGS

The State, as approved in the Grant-in-Aid Acts, is reimbursing the Counties based solely on their budgeted expenditures for Emergency Medical Services. The AUP identified regulations 16 Del. C. §9814 (g, h, i) which are superceded because of the language communicated to the Counties via the Grant-in-Aid Acts.

In the performance of the agreed upon procedures, AOA observed one out of the six agreed-upon procedures with 16 Del. C. §9814.

·Gunnip & Company LLP noted the following differences between budgeted versus the actual expenditures as identified in the below tables.

KEY INFORMATION AND FINDINGS CONT.

FY23 Reimbursement Based on FY22 Budget

County	County's Budget Submission	County's Actual Expenditures	County's Budget - Actual Difference
New Castle	22,422,185.88	20,678,008.25	1,744,177.63
Kent	7,714,760.00	7,588,836.72	125,923.28
Sussex	17,357,091.00	17,160,780.58	196,310.42
Total	53,428,181.82	51,453,928.62	1,974,253.20

FY24 Reimbursement Based on FY23 Budget

County	County's Budget Submission	County's Actual Expenditures	County's Budget - Actual Difference
New Castle	24,102,008.82	24,309,782.32	-207,773.50
Kent	8,138,620.00	7,990,913.37	147,706.63
Sussex	21,187,553.00	19,153,232.93	2,034,320.07
Total	53,428,181.82	51,453,928.62	1,974,253.20

KEY INFORMATION AND FINDINGS CONT.

FY25 Reimbursement Based on FY24 Budget

County	County's Budget Submission	County's Actual Expenditures	County's Budget - Actual Difference
New Castle	26,918,333.00	25,788,573.26	1,129,759.74
Kent	8,978,560.00	8,499,192.12	479,367.88
Sussex	21,058,621.00	20,571,215.37	487,405.63
Total	56,955,514.00	54,858,980.75	2,096,533.25

Gunnip&company LLP
Certified Public Accountants and Consultants

PARAMEDIC REIMBURSEMENTS
AGREED UPON PROCEDURES
FISCAL YEARS ENDED JUNE 30, 2022, 2023 AND 2024

Gunnip&company LLP
Certified Public Accountants and Consultants

E. Adam Gripton CPA
Katherine L. Silicato CPA
George W. Hager CPA
Robert T. Wright CPA
Christopher D. Erisman CPA
Alex K. Masciantonio CPA
Lynn B. Ritter CPA

INDEPENDENT ACCOUNTANT'S REPORT ON APPLYING AGREED-UPON PROCEDURES

State of Delaware Office of Auditor of Accounts
Ms. Lydia York
Delaware State Auditor
1128 S. Bradford Street
Dover, DE 19904

State of Delaware Department of Health and Social Services
Division of Public Health
Director, Office of Emergency Medical Services
Ms. Britany Huss
100 Sunnyside Road
Smyrna, DE 19977

State of Delaware Office of Management and Budget
Director, Budget Development and Planning
Ms. Andrea Godfrey
122 Martin Luther King Jr. Blvd. South
Dover, DE 19901

We have performed the procedures enumerated below on the Paramedic Reimbursements of New Castle County, Kent County, and Sussex County (County/Counties) for the years ended June 30, 2022, 2023, 2024. Management of each county, Department of Health and Social Services, Division of Public Health, Office of Emergency Medical Services and Office of Management and Budget are responsible for compliance with 16 Del. C. §9814.

The State of Delaware Office of Auditor of Accounts and Office of Management and Budget, Budget Development and Planning Division have agreed to and acknowledged that the procedures performed are appropriate to meet the intended purpose of assisting in evaluating the Counties' compliance with 16 Del. C. §9814. The sufficiency of the procedures is solely the responsibility of the parties specified in the report. Consequently, we make no representation regarding the sufficiency of those procedures. The procedures performed may not address all the items of interest to a user of this report and may not meet the needs of all users of this report and, as such, users are responsible for determining whether the procedures performed are appropriate for their purposes. This report may not be suitable for any other purpose.

The procedures and associated findings are as follows:

1) Review of the requirements for County reimbursements from the State of Delaware (the State) based upon 16 Del. C. §9814 and determine whether those requirements are still being adhered to by the State.

Results: The State, as approved in the Grant-in-Aid Acts, is reimbursing the Counties based solely on their prior year budget for Emergency Medical Services. Because of the language in the Grant-in-Aid Acts, the following regulations did not apply to this engagement:

§9814 (g) Funds appropriated pursuant to this section may not be used to fund basic life support services. To the extent that a county or its subcontractor operates integrated advanced and basic life support services, the Office shall devise a methodology to separate costs and shall provide reimbursement accordingly.

§9814 (h) The Office shall report on the applications, expenditures, and uses of the statewide paramedic funding program annually as part of the budgetary process of the Department.

§9814 (i) The Delaware Paramedic Budget Review package shall be submitted by the counties to the Paramedic Administrator by September 1 of each year. Such request shall include, but not be limited to, a detailed plan of expenditure for each county's approved paramedic program for the subsequent fiscal year. The Paramedic Administrator shall forward copies of the counties' requests, along with the Department's funding recommendation to the Director of the Office of Management and Budget and the Office of the Controller General by November 1.

2) Obtain the budgeted amounts being utilized by State OMB for the State's Grant in Aid bill and agree to the approved budgets for all the counties for the Fiscal Years ended June 30, 2022, 2023 and 2024.

   Results: We found no exceptions as a result of applying the procedure.

3) Based on each County's budget for the_Fiscal Years ended June 30, 2022, 2023 and 2024, recalculate the State's 30% reimbursement amount in accordance with 16 Del. C. §9814 and agree to the amount approved by the legislature in the State's Grant in Aid bill for each of the respective fiscal years.

   Results: We found no exceptions as a result of applying the procedure.

4) Recalculate the quarterly disbursement amount to be made by the State to each County for the Fiscal Year ended June 30, 2022, 2023 and 2024 and agree the actual quarterly disbursement made in the State's subsequent fiscal year to the State's First State Financial (FSF) system.

   Results: We found no exceptions as a result of applying the procedure.

5) Based upon general ledger reports obtained from each County for the Fiscal Year ended June 30, 2022, 2023 and 2024, reconcile the budgeted amount to each County's general ledger reports and compare those budgeted amounts to the actual expenditures.

Results: We noted the following differences between budgeted versus the actual expenditures.

	County's Budget Submission	County's Actual Expenditures	Budget to Actual Difference
FY 23 Reimbursement Based on FY 22 Budget			
New Castle County	22,422,185.88	20,678,008.25	1,744,177.63
Kent	7,714,760.00	7,588,836.72	125,923.28
Sussex	17,357,091.00	17,160,780.58	196,310.42
Total	47,494,036.88	45,427,625.55	2,066,411.33
FY 24 Reimbursement Based on FY 23 Budget			
New Castle County	24,102,008.82	24,309,782.32	(207,773.50)
Kent	8,138,620.00	7,990,913.37	147,706.63
Sussex	21,187,553.00	19,153,232.93	2,034,320.07
Total	53,428,181.82	51,453,928.62	1,974,253.20
FY 25 Reimbursement Based on FY 24 Budget			
New Castle County	26,918,333.00	25,788,573.26	1,129,759.74
Kent	8,978,560.00	8,499,192.12	479,367.88
Sussex	21,058,621.00	20,571,215.37	487,405.63
Total	56,955,514.00	54,858,980.75	2,096,533.25

6) Randomly select 10 expenditures from each County for the Fiscal Year ended June 30, 2022, 2023 and 2024 (or 90 expenditures in total) and obtain supporting documentation for each of those expenditures and determine whether such expenditures was for "...direct operating costs or as debt service and financing for bond issuance..." for the statewide paramedic system per 16 Del. C. §9814 (e).

Results: We found no exceptions as a result of applying the procedure.

Gunnip&company LLP
Certified Public Accountants and Consultants

We were engaged by the State of Delaware Office of Auditor of Accounts to perform this agreed-upon procedures engagement on the Paramedic Reimbursements of New Castle County, Kent County, and Sussex County (County/Counties) for the years ended June 30, 2022, 2023, 2024 and conducted our engagement in accordance with attestation standards established by the AICPA and *Government Auditing Standards*, issued by the Comptroller General of the United States. We were not engaged to, and did not conduct, an examination or review engagement, the objective of which would be the expression of an opinion or conclusion, respectively, on compliance with specified requirements. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

We are required to be independent of New Castle County, Kent County, Sussex County and the State's Department of Health and Social Services and Office of Management and Budget to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our agreed-upon procedures engagement.

This report is intended solely for the information and use of the State of Delaware Office of Auditor of Accounts, the Department of Health and Social Services, and Office of Management and Budget and is not intended to be and should not be used by anyone other than those specified parties.

However, under 29 Del. C. 100 §10002(o), the report is a matter of public record and its distribution is not limited. The report, as required by statute, will be provided to the Office of the Governor, Office of the Controller General, Office of the Attorney General, and Office of Management and Budget.

Gunnip : Company LLP

Gunnip & Company, LLP
Wilmington, Delaware
October 24, 2025