

Anderson County EMS Operational & Financial Audit
Situation/Progress Report

Submitted By: Fitch & Associates, LLC
To: Mr. Randy Walters
Assistant to Finance Director
Date: October 12, 2017
Report Period: Project Sept. 27 through Oct. 12, 2017



Current Action Objective(s):

- Complete initial reviews of:
 - Financial documents
 - Call volume and geographic data
- Continue to contact benchmark agencies for operational and budget data
- Finalize survey, employee listing, and determine launch and end date for employee survey
- Obtain all records needed for billing/claims review
- Schedule and prepare for on-site visit

Actions Taken:

- Requested detailed listing of documents from County and billing agencies for claims review
 - Multiple e-mail communications regarding same
- Working on initial impressions and summaries of call data, response times and financial information
- Ongoing geo-analysis of station location, response coverage, and call coverage under various models of availability
- Continual review of documents
- Consultant team conference calls re project progress and needs

Summary/Outcomes:

- Employee Survey Document in draft format
- Benchmarking with similar counties ongoing
- Review and analysis of revenue and expenditure reports and other financial documents ongoing
- Documents for claims review were provided to consultants
 - Clarification and additional detail requested

Next Steps, Projected Objectives:

- Set date for survey deployment
- Review financial questions with Finance Officials
- Set up dates for on-site visit
- Develop internal objectives for the on-site visit
- Continue billing claims review

Outstanding Issues, Assistance Required

- None at this time