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Louisiana Housing Council Authorities Group Self Insurance Funds Iowa, Louisiana September 30, 2002

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the entity and other appropriate public officials. The report is available for public inspection at the Baton Rouge office of the Legislative Auditor and, where appropriate, at the office of the parish clerk of court.

Release Date 3/5/03

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December 6, 2002

Independent Auditor's Report

Insurance Committee
Louisiana Housing Council, Inc.
Iowa, Louisiana

We have audited the accompanying combining balance sheet of the

Louisiana Housing Council Authorities Group Self Insurance Funds Iowa, Louisiana

as of September 30, 2002, the combined balance sheet as of September 30, 2001, and the related combining statement of revenue, expenses and changes in fund equity and cash flows for the year ended September 30, 2002, and the combined statements of revenue, expenses and changes in fund equity and cash flows for the year ended September 30, 2001. These combining and combined financial statements are the responsibility of the management of the Louisiana Housing Council Authorities Group Self Insurance Funds. Our responsibility is to express an opinion on these combining and combined financial statements based on our audits.

We conducted our audits in accordance with auditing standards generally accepted in the United States of America and Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the combining and combined financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the combining and combined financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall combining and combined financial statement presentation. We believe that our audits provide a reasonable basis for our opinion.

In our opinion, the combining and combined financial statements referred to above present fairly, in all material respects, the individual and combined financial positions of the Louisiana Housing Council Authorities Group Self Insurance Funds as of September 30, 2002, and their combined financial position as of September 30, 2001, and the results of their operations and their cash flows for the years then ended in conformity with accounting principles generally accepted in the United States of America.

Our audits were made for the purpose of forming an opinion on the combining and combined financial statements taken as a whole. The required supplementary information included in the Schedule 1-10-year Claims Development Information is presented for purposes of additional analysis and is not a required part of the combining and combined financial statements. Such additional information has been subjected to the auditing procedures applied in the audit of the combining and combined financial statements and in our opinion, is fairly stated in all material respects in relation to the combining and combined financial statements taken as a whole.

In accordance with <u>Government Auditing Standards</u>, we have also issued our report dated December 6, 2002, on our consideration of the Louisiana Housing Council Authorities Group Self Insurance Funds' internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants. That report is an integral part of an audit performed in accordance with <u>Government Auditing Standards</u> and should be read in conjunction with this report in considering the results of our audit.

Hawthorn, Waymouth & Carroll, L. R. T.

Louisiana Housing Council Authorities Group Self Insurance Funds Combining Balance Sheet - September 30, 2002 Combined Balance Sheet September 30, 2001

2001 Totals	\$1,507,920 2,023,542 105,040 1,192,056 176,483 27,965 23,601	5,056,607	69,376 1,537,857 1,601 1,948,171 51,498 34,331	3,642,834	1,413,773	5,056,607
2002 Totals	\$2,722,231 2,438,115 258,790 1,267,144 17,875 35,818 35,818	6,758,094	238,566 1,688,637 1,601 2,248,721 62,500 5,152	4,245,177	2,512,917	6,758,094
Public Officials Liability Fund	\$200,728	382,314	200,728	382,314		382,314
General Liability Fund	\$182,132 1,117,049 322 364,812	1.671.932	652,774	1,157,625	514,307	1,671,932
Fire & Extended Coverage Fund	\$1,754,902 1,408 720,746 1,032	2,479,928	564,179	2,126,463	353,465	2,479,928
Pension	\$57,717 4,873 5,152	67,742	62,500	67,742		67,742
Life Insurance Fund						
Long Term Disability <u>Fund</u>	\$684	684	684	684		<u>684</u>
Health	\$643,059 18,171 11,691	673,222	2,393	336,447	336,775	673,222
Workers Compensation <u>Fund</u>	\$84,421 1,321,066 32,604 35,818 8,363	1,482,272	34,671 137,630 1,601	173,902	1,308,370	1,482,272
	Cash and cash equivalents Investments Premiums receivable Prepaid expenses Other receivables LWCC Loss Fund Accrued interest	Total assets	Liabilities and Fund Equity Accounts payable Claims reserve Deposit premiums Unearned premiums Pension funds payable Pension forfeitures payable	Total liabilities	Fund Equity	Total liabilities and fund equity

The accompanying notes are an integral part of these statements.

Combining Statement of Revenues, Expenses and Changes in Fund Equity - Year Ended September 30, 2002 Combined Statement of Revenues, Expenses and Changes in Fund Equity - Year Ended September 30, 2001 Louisiana Housing Council Authorities Group Self Insurance Funds

2001 <u>Totals</u>	\$6,039,745 (2,343,682) 3,696,063 628,639 183,956	(22,860) 66,097 22,294	4,574,189	3,433,283 (441,427) 2,991,856 111,215	37,353 171,227 627,634 66,097 2,250 19,597	4,027,229	546,960	1,261,588 (394,775)	1,413,773
2002 Totals	\$6,884,463 (2,652,672) 4,231,791 620,878 104,861	(23,629) 62,400 71,809 21,593	5.089,703	3,244,257 (336,576) 2,907,681 111,165 13,500	37,905 197,723 619,901 71,809 3,500 27,375	3,990,559	1,099,144	1,413,773	2,512,917
Public Officials Liability <u>Fund</u>	\$107,611	6,125	117,836	4,100	107,611	117,836			
General Liability Fund	\$921,189 (470,867) 450,322 35,841	(6,435)	498,588	213,285 213,285 75,000	18,860 1,000 4,271	312,416	186,172	328,135	514,307
Fire & Extended Coverage Fund	\$2,971,134 (1,626,018) 1,345,116 15,210	46,824	1,407,150	982,218	46,824 1,000 3,197	1,033,239	373,911	(20,446)	353,465
Pension <u>Fund</u>	\$620,878		620,878	11.6	619,901	620,878			ı
Life Insurance <u>Fund</u>	\$44,656		44,656		44,656	44,656			
Long Term Disability Fund	\$45,456 45,456	1,493	46,949	1,493	45,456	46,949			
Health	\$2,084,616 (336,105) 1,748,511 3,229	62,400	1,826,490	1,967,477 (336,576) 1,630,901 9,595	37,905	1,680,772	145,718	191,057	336,775
Workers Compensation <u>Fund</u>	\$709,801 (219,682) 490,119 50,581	(17,194)	527,156	81,277 81,277 20,000 13,500	1,500	133,813	393,343	915,027	1,308,370
	Premiums earned Premiums ceded Net premiums earned Pension funds received Investment income	Net appreciation (depreciation) in fair value of investments Assessment income LHC fee Other	Total Revenues	Expenses Claims expenses Less reinsurance proceeds Net incurred claims expenses Administrative fees Insurance coordinator fees	Claims administrator fees Insurance policies purchased Pension funds remitted Fees paid to LHC Actuarial fees Bank service charges/other	<u>Total Expenses</u>	Net Income	Fund Equity (Deficit), Beginning of year Dividend distribution	End of year

The accompanying notes are an integral part of these statements.

Louisiana Housing Council Authorities Group Self Insurance Funds Combining Statement of Cash Flows - Year Ended September 30, 2002 Combined Statement of Cash Flows - Year Ended September 30, 2001

2001 Totals	\$546,960	(13,411)	102,841 (17,002) (235,146)	2,035	342,832	(14,433) (34,019)	25,468	1,162,601	1,904,442	(105,689)	(394,775)	(394,775)
2002 Totals	\$1,099,144	23,629	4,858 5,480 (75,088)	(7,853)	300,550	169,190 11,002	(29,179)	1,652,513	2,072,018	(438,202)		
Public Officials Liability <u>Fund</u>	1		(\$185,906)	`	82 892	185,906						
General Liability Fund	\$186,172	6,435	(322) 3,783 (173,757)		29,935			130,492	1,112,438	(69,548)		
Fire & Extended Coverage <u>Fund</u>	\$373,911		(2,440) (359) 181,561	•	224,070			916,155				
Pension Fund			\$30,774			11,002	(29,179)	12.614				-
Life Insurance Fund												
Long Term Disability <u>Fund</u>			\$38			(38)		‡				
Health Fund	\$145,718		93,916		16,902	1,611		258,595				
Workers Compensation Fund	\$393,343	17,194	68,798 1,608	(7,853)	(120,127)	(18,306)		334,657	959,580	(368,654)		
	Net income Adjustments to reconcile net income to net cash provided by operations Net (appreciation) depreciation in	fair value of investments (Increase) Decrease in	Receivables Accrued investment income Prepaid expenses	LWCC Loss Fund	Claims reserve	Accounts payable Pension funds payable	Other payables	Net cash provided by operating activities	Ish Flows from Investing Activities Proceeds from sale and maturity of investment securities Purchase of investment securities	Net cash provided (used) by investing activities	ish Flows from Financing Activities Dividend distribution	Net cash provided (used) by financing activities

The accompanying notes are an integral part of these statements.

Louisiana Housing Council Authorities Group Self Insurance Funds Combining Statement of Cash Flows - Year Ended September 30, 2002 Combined Statement of Cash Flows - Years Ended September 30, 2001

2002 2001 <u>Totals</u> <u>Totals</u>	\$1,214,311 \$662,137	1,507,920 845,783	2.722.231 1.507.920
Public Officials Liability Fund			
General Liability <u>Fund</u>	\$60,944	121,188	182.132
Fire & Extended Coverage Fund	\$916,155	838,747	1.754,902
Pension Fund	\$12,614	45,103	57,717
Life Insurance <u>Fund</u>			
Long Term Disability Fund			
Health	\$258,595	384,464	643.059
Workers Compensation Fund	(\$33,997)	118,418	84,421
	Net Increase (Decrease) in Cash	Cash, beginning of year	Cash, end of year

The accompanying notes are an integral part of these statements.

Background information on Public Entity Risk Pools

In April, 1984, the Governmental Accounting Standards Board (GASB) was established as an arm of the Financial Accounting Foundation to promulgate standards of financial accounting and reporting with respect to activities and transactions of state and local entities.

In November, 1989, the GASB issued Statement No. 10 "Accounting and Financial Reporting for Risk Financing and Related Insurance Issues" (GASB 10) to establish accounting and financial reporting standards for risk financing and insurance-related activities of state and local governmental entities, including public entity risk pools.

In February, 1996, the GASB issued Statement No. 30 "Risk Financing Omnibus, An Amendment of GASB Statement No. 10".

A "public entity risk pool" is defined in GASB Statement No. 10 as a "cooperative group of governmental entities joining together to finance an exposure, liability, or risk." There are four basic types of public entity risk pools which can serve one or several of the following functions:

Risk-sharing pool

An arrangement by which governments pool risks and funds and share in the control of losses.

Insurance-purchasing pool

An arrangement by which governments pool funds or resources to purchase commercial insurance products.

Banking pool

An arrangement by which monies are made available for pool members in the event of loss on a loan basis.

Claims-servicing or account pool

An arrangement by which a pool manages separate accounts for each pool member from which the losses of that member are paid.

Background information on Public Entity Risk Pools (Continued)

Insurance-Purchasing Pools
Long-Term Disability Fund
Life Insurance Fund
Public Officials Liability Fund

General Liability Fund

Participation in the Funds is open to all housing authorities which are members of the Louisiana Housing Council, Inc. These housing authorities join together to acquire commercial insurance coverage at lower costs. Participation is voluntary and participants may withdraw by giving proper notice. The Funds' general objectives are to formulate, develop and administer, on behalf of the member housing authorities, a program of interlocal risk management to obtain lower costs for that coverage.

In 1981, the Louisiana Legislature enacted Louisiana Revised Statute (LRS) 33:1351 through 33:1360, the "Local Housing Authority Self Insurance Act of 1981." LRS 33:1354 authorizes the Louisiana Housing Council, Inc. (LHC) to administer an interlocal risk management agency, with the insurance committee of the LHC constituting the board of trustees for such agency. LHC is an association for the housing authorities of Louisiana and is incorporated as a nonprofit corporation under the laws of the State of Louisiana.

Background on the Risk-Sharing Pools

Participating housing authorities transfer risk of loss to the funds in the risk-sharing pool. If the assets of The Funds are exhausted, participants will be responsible for their respective outstanding claims.

Seventy-three housing authorities are participants in the Workers' Compensation Fund as of September 30, 2002. The Fund uses the Louisiana Workers' Compensation Corporation (LWCC) for claims processing and has established a "Loss Deposit" account with them.

Forty-eight housing authorities are participants in the Health Fund as of September 30, 2002. American Group Administrators, Inc. of Hendersonville, Tennessee performs the claims processing for the Health Fund.

Background Information on the Risk-sharing Pools (Continued)

One hundred ten housing authorities are participants in the General Liability Fund as of September 30, 2002. Associated Claims Adjusters, Inc. performs the claims adjusting for the Fund.

As of September 30, 2002, 106 housing authorities were participating in the Fire and Extended Coverage Fund. Audubon Insurance Company performs the claims adjusting for the Fund.

Fund underwriting and rate-setting policies have been established by the LHC Insurance Committee, which is the governing body of The Funds.

Background Information on the Insurance-purchasing Pools

The insurance-purchasing pools include the Long-Term Disability Fund, Life Insurance Fund and the Public Officials Liability Fund, which are comprised of members of the Louisiana Housing Council, Inc. The Funds receive premiums from the housing authorities and pool the funds to purchase commercial insurance products.

Note 1-Summary of Significant Accounting Policies

A. Basis of Accounting

The Funds are considered enterprise funds and, accordingly, use the accrual method of accounting.

B. Cash and Cash Equivalents

For purposes of the statement of cash flows, the Funds consider all highly liquid debt instruments purchased with a maturity of three months or less to be cash equivalents.

C. Method Used to Value Investments

Investments are reported at fair value. Fair value is based upon the market value on the last business day of the fiscal year. Purchases and sales of securities are reflected on the trade date. Interest income is recorded as earned on an accrual basis.

Note 1-Summary of Significant Accounting Policies (Continued)

D. Premium Income and Accounts Receivable

Premiums are recognized as income over the life of the policies as they become earned. Accounts receivable are current and considered to be fully collectible by management; therefore, no reserve for bad debts has been established.

E. Unpaid Claims Liability

(I) Workers' Compensation Fund, Health Fund, Fire & Extended Coverage Fund and General Liability Fund

These funds establish claims liabilities based on estimates of the ultimate cost of claims (including future claim adjustment expenses) that have been reported but not settled and of claims that have been incurred but not reported (IBNR). The length of time for which such costs must be estimated varies depending on the coverage involved. Estimated amounts of reinsurance recoverable on unpaid claims are deducted from the liability for unpaid claims. Because actual claims costs depend on such complex factors as inflation, changes in doctrines of legal liability, and damage awards, the process used in computing claims liability does not necessarily result in an exact amount. Claims liabilities are recomputed periodically using a variety of actuarial and statistical techniques to produce current estimates that reflect recent settlements, claims frequency, and other economic and social factors. A provision for inflation in the calculation of estimated future costs is implicit in the calculation. The carrying amount of liabilities for claims losses and claims expense is presented at actual amounts expected to be spent and are not discounted to present value. Investment earnings are not taken into account in determining claims liability.

(II) All Other Insurance Funds

These funds buy insurance from various commercial insurance companies to cover all claims; therefore, no reserve for unpaid claims liability has been established.

Note 1-Summary of Significant Accounting Policies (Continued)

F. Excess and Reinsurance Policies

The Funds in the risk-sharing pools purchase excess and reinsurance policies to reduce exposure to large losses on insured events. Under excess policies, once claims reach the provided specific or aggregated stop loss limit, the liability transfers to the excess insurer. Reinsurance policies permit recovery of a portion of losses, although it does not discharge the primary liability of the individual funds as direct insurer of the risks. Funds do not report reinsured risks as liabilities unless it is probable that those costs will not be covered by reinsurers. The Funds evaluate the financial condition of its reinsurer and monitor concentrations of credit risk arising from similar geographic regions, activities, or economic characteristics of the reinsurers to minimize their exposure to significant losses from reinsurer insolvencies.

G. Income Taxes

The Funds are exempt from federal income taxes under Sections 7701 and 115 (1) of the Internal Revenue Code.

H. Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosures of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. Actual results could differ from those estimates. Significant estimates made by management which might affect these financial statements include, but are not limited to, claim reserve for all risk-sharing and insurance purchasing pools.

I. Reclassifications

Certain reclassifications have been made to the 2001 financial statements to conform with classifications used in 2002. The reclassifications had no effect on net income or fund balances.

Note 2-Agency Pool

The Louisiana Housing Council Authorities Group Self Insurance Fund sponsors an Agency Pool, which includes only the Pension Fund. This Fund receives the contributions from the housing authorities and remits to the custodian.

Note 3-Unpaid Claims Liabilities

The funds shown below have established liabilities for both reported and unreported insured events, which include estimates of future payments of losses and related claim adjustment expenses, both allocated and unallocated.

Changes in these liabilities are as follows:

			Fire &		
	Workers	Health	Extended	General	
September 30, 2002	Compensation Fund	Fund	Coverage <u>Fund</u>	Liability Fund	Total
Unpaid claims and claims adjustment					<u></u>
expenses at beginning of year	<u>\$257,757</u>	<u>\$317,152</u>	<u>\$340,109</u>	<u>\$622,839</u>	<u>\$1,537,857</u>
Incurred claims and claims adjustment					
expenses of the current year/period Increases (decreases) in provision for	117,943	1,547,741	515,000	170,000	2,350,684
insured events of prior years	(36,666)	83,160	470,000	43,285	<u>559,779</u>
Total incurred claims and claims adjustment expense	81,277	<u>1,630,901</u>	985,000	213,285	2,910,463
Payments for claims and claims adjustment expenses attributable to:	•				
Insured events of current year	18,923	1,213,687	52,678	15,137	1,300,425
Insured events of prior years	182,481	400,312	708,252	<u>168,213</u>	1,459,258
Total payments	201,404	<u>1,613,999</u>	760,930	183,350	2,759,683
Total unpaid claims and claims					
adjustment expense at year end	<u>137,630</u>	<u>334,054</u>	<u>564,179</u>	652,774	1,688,637

Note 3-Unpaid Claims Liabilities (Continued)

Changes in these liabilities are as follows:

	Workers		Fire & Extended	General	
	Compensation	Health	Coverage	Liability	
September 30, 2001	Fund	<u>Fund</u>	<u>Fund</u>	<u>Fund</u>	<u>Total</u>
Unpaid claims and claims adjustment					
expenses at beginning of year	<u>\$141,386</u>	<u>\$276,654</u>	<u>\$460,613</u>	<u>\$316,372</u>	<u>\$1,195,025</u>
Incurred claims and claims adjustment					
expenses of the current year/period	225,000	1,769,291	530,000	180,000	2,704,291
Increases (decreases) in provision for					
insured events of prior years	<u>93,698</u>	(41,433)	·-	235,300	<u>287,565</u>
Total incurred claims and					
claims adjustment expense	<u>318,698</u>	1,727,858	<u>530,000</u>	415,300	2,991,856
Payments for claims and claims adjustment	t				
expenses attributable to:					
Insured events of current year	111,659	1,452,139	189,891	16,906	1,770,595
Insured events of prior years	90,668	235,221	460,613	91,927	<u>878,429</u>
Total payments	<u>202,327</u>	1,687,360	<u>650,504</u>	108,833	2,649,024
Total unpaid claims and claims					
adjustment expense at year end	<u>257,757</u>	317,152	340,109	622,839	1,537,857

Note 4-Cash and Cash Equivalents, and Investments

A. Cash and Cash Equivalents

(I) Workers Compensation Fund

At September 30, 2002 and September 30, 2001, the carrying amount of the Funds' cash and cash equivalents was \$84,421 and \$118,418, respectively, and the bank balance was \$84,421 and \$75,890, respectively, which is collateralized by federal depository insurance and securities held in a joint custodial account in the Funds' name.

Note 4-Cash and Cash Equivalents, and Investments (Continued)

A. Cash and Cash Equivalents (Continued)

(II) Health Fund

At September 30, 2002 and September 30, 2001, the carrying amount of the Funds' cash and cash equivalents was \$643,059 and \$384,464, respectively, and the bank balance was \$417,600 and \$336,982, respectively, which is collateralized by federal depository insurance and securities held in a joint custodial account in the Funds' name.

(III) Pension Fund

At September 30, 2002 and September 30, 2001, the carrying amount of the Funds' cash and cash equivalents was \$57,717 and \$45,103, respectively, and the bank balance was \$57,717 and \$45,103, respectively, which is collateralized by federal depository insurance and securities held in a joint custodial account in the Funds' name.

(IV) Fire & Extended Coverage Fund

At September 30, 2002 and September 30, 2001, the carrying amount of the Funds' cash and cash equivalents was \$1,754,902 and \$838,747, respectively and the bank balance was \$1,761,293 and \$690,831, respectively, which was collateralized by federal depository insurance and securities held in a joint custodial account in the Fund's name.

(V) General Liability Fund

At September 30, 2002 and September 30, 2001, the carrying amount of the Fund's cash and cash equivalents was \$182,132 and \$121,188, respectively, and the bank balance was \$186,432 and \$321,325, respectively, which was covered by federal depository insurance and securities held in a joint custodial account in the Fund's name.

Note 4-Cash and Cash Equivalents, and Investments (Continued)

B. Investments

The investments of the Fund are held by custodial banks, or their intermediaries in the Funds' name. The Funds' investments are categorized below to give an indication of the level of risk assumed by the entity. Category 1 includes investments that are insured or registered or for which the securities are held by the Fund or its agent in the Funds' name. Category 2 includes uninsured and unregistered investments for which the securities are held by the counterparty's trust department or agent in the Funds' name. Category 3 includes uninsured and unregistered investments for which the securities are held by the counterparty or its trust department or agent but not in the Funds' name.

The categorization for the investments held at September 30, 2002 was:

	Categ	Carrying		
Workers Compensation Fund Investments	1	2	3	Amount
Treasury notes	\$1,321,066			\$1,321,066
General Liability Fund Investments				
Treasury notes	<u>1,117,049</u>			1,117,049
Total investments of all funds	<u>2,438,115</u>			2,438,115

The categorization for the investments held at September 30, 2001 was:

	Catego	Carrying		
Workers Compensation Fund Investments	1	2	3	<u>Amount</u>
Treasury bills	\$347,201			\$347,201
Treasury notes	622,405			622,405
Total investments	<u>969,606</u>			969,606
General Liability Fund Investments				
Treasury bills	222,926			222,926
Treasury notes	831,010			831,010
Total investments	<u>1,053,936</u>			<u>1,053,936</u>
Total investments of all funds	<u>2,023,542</u>			<u>2,023,542</u>

Note 5-Reinsurance Policy Coverage

A. Workers' Compensation Fund

At September 30, 2002, the Fund had excess insurance at statutory limits and employer liability at \$1,000,000. The self insured deductible is \$100,000 for each specific event and a \$250,000 stop loss aggregate for the policy period. Premiums ceded to excess insurers during the fiscal years ending September 30, 2002 and 2001 were \$219,682 and \$188,275, respectively.

B. Health Fund

At September 30, 2002, the Fund had reinsurance with each participant having a lifetime maximum coverage of \$1,000,000. The self insured retention is \$60,000 for each individual. Premiums ceded to reinsurers during the fiscal years ending September 30, 2002 and 2001 were \$336,105 and \$300,250, respectively, and the amounts deducted from claims were \$336,576 and \$441,427, respectively. All of the reinsurance activity was with a single reinsurer. Anticipated recoverable amounts as of September 30, 2002 and 2001 were \$11,691 and \$99,781, respectively.

C. Fire & Extended Coverage Fund

At September 30, 2002, the Fund had excess insurance with a self insured retention of \$100,000 for each specific event and a \$900,000 stop loss aggregate for the policy period. Premiums ceded to excess insurers during the fiscal years ending September 30, 2002 and 2001 were \$1,626,018 and \$1,584,166, respectively. The policy period runs from April 1 to March 31 of each year.

D. General Liability Fund

At September 30, 2002, the General Liability Fund had excess insurance with a self insured retention of \$100,000 for each specific event and a \$700,000 stop loss aggregate for the policy period. Premiums ceded to excess insurers during the fiscal years ending September 30, 2002 and 2001 were \$470,867 and \$270,991, respectively. The policy period runs from April 1 to March 31 of each year.

Note 6-Related Party Transactions

The Louisiana Housing Council, Inc. (LHC) provides benefits and services to the housing authorities, as well as access to lower cost insurance, but does not participate in the insurance. The Fire and Extended Coverage, General Liability and Public Officials Liability Funds pay a fee to LHC based on housing authorities' participation in the pool of fire & extended coverages, general liability and public officials liability policies. Total fees paid to LHC for 2002 and 2001 were \$71,809 and \$66,097, respectively.

Note 7-Administrative Services

Broussard, Bush & Hurst (BB&H), a division of Arthur J. Gallagher & Co. of La., Inc., is a third-party service agent hired by the funds to perform the risk management and administrative functions of the Funds. These fees are based on different criteria for each type of insurance coverage. Total fees expensed for 2002 and 2001 were \$111,165 and \$111,215, respectively.

Fees by fund are as follows:

	<u>2002</u>	<u>2001</u>
Workers Compensation Fund	\$20,000	\$20,000
Health Fund	9,595	9,666
Long-Term Disability Fund	1,493	1,444
Pension Fund	977	1,005
General Liability Fund	75,000	75,000
Public Officials Liability Fund	<u>4,100</u>	<u>4,100</u>
	<u>111,165</u>	<u>111,215</u>

Note 8-Forfeitures Payable

The Pension Fund has a forfeiture account with The Copeland Companies, which provides the pension plan to the housing authority participants, with balances of \$5,152 and \$34,331 at September 30, 2002 and September 30, 2001, respectively. These amounts are to be allocated to the participants.

Note 9-Contingent Liabilities

The Fund is a litigate in several lawsuits. The Fund, on the advice of legal council, believes that such proceedings and contingencies will not have a material effect on the Fund.

Supplementary Information

Louisiana Housing Council Authorities Group Self Insurance Funds Schedule 1 - 10-year Claims Development Information Workers Compensation Fund Eight Years Ended September 30, 2002

Earned S746,838 S727,752 S765,626 S630,439 S556,729 S346,592 S448,011 S432,700 Ccded (219,682) (188,275) (188,897) (203,157) (161,876) (164,953) (162,665) (142,80	Required contribution and	<u>2002</u>	<u>2001</u>	<u>2000</u>	<u>1999</u>	<u>1998</u>	<u>1997</u>	<u>1996</u>	<u>1995</u>
Earned \$746,838 \$727,752 \$765,626 \$530,439 \$556,729 \$248,611 \$432,700 \$219,682 \$188,275 \$185,897 \$203,157 \$161,876 \$164,953 \$162,665 \$142,805 \$251,405 \$257,156 \$359,477 \$757,729 \$427,282 \$39,4833 \$381,639 \$283,346 \$289,895 \$283,446 \$289,895 \$320,400 \$32,769 \$34,712 \$33,529 \$20,691 \$32,600 \$34,712 \$33,529 \$20,691 \$32,600 \$34,712 \$33,529 \$20,691 \$32,600 \$34,712 \$33,529 \$20,691 \$32,600 \$34,712 \$33,529 \$20,691 \$32,600 \$34,712 \$33,529 \$20,691 \$32,600 \$34,712 \$33,529 \$20,691 \$32,600 \$34,712 \$33,529 \$20,691 \$32,600 \$32,600 \$34,712 \$33,529 \$20,691 \$32,600 \$34,712 \$33,529 \$20,691 \$32,600 \$34,712 \$33,529 \$20,691 \$34,691									
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Net earned 527,156 539,477 579,729 427,282 394,853 381,639 285,346 289,895	-	•	-	•		•	•	,	
Consider the expenses S2,536 34,315 25,422 32,049 32,769 34,712 33,529 20,691									······································
Estimated claims and expenses, end of policy year 117,943 225,000 106,878 110,000 173,671 193,473 181,743 225,000 106,878 110,000 173,671 193,473 181,743 225,000 106,878 110,000 173,671 193,473 181,743 225,000 106,878 110,000 173,671 193,473 181,743 225,000 106,878 110,000 173,671 193,473 181,743 225,000 106,878 110,000 173,671 193,473 181,743 181,743 181,743 181,743 181,743 181,743 181,743 181,743 181,743 181,743 181,743 181,743 181,743 181,743 181,743 181,743 181,743 181,743 181,745 18	, and the state of	52.,150	557,171	3.7,127	427,202	374,033	301,037	200,040	207,075
Red	Unallocated expenses	52,536	34,315	25,422	32,049	32,769	34,712	33,529	20,691
Incurred 117,943 225,000 106,878 110,000 173,671 193,473 181,743 225,000 106,878 110,000 173,671 193,473 181,743 225,000 106,878 110,000 173,671 193,473 181,743 225,000 106,878 110,000 173,671 193,473 181,743 225,000 106,878 110,000 173,671 193,473 181,743 225,000 106,878 110,000 173,671 193,473 181,743 225,000 106,878 106,000 106,878 110,000 173,671 193,473 181,743 225,000 106,878 106,000 106,000 106,878 106,000 106	•								
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Net incurred 225,000 106,878 110,000 173,671 193,473 181,743 225,000	•	117,943	225,000	106,878	110,000	173,671	193,473	181,743	225,000
Net paid, cumulative as of End of policy year 18,923 111,659 34,693 23,033 49,651 50,075 60,560 66,445			725 000	106.070	110.000	100 (01	102 472	101.7/2	
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End of policy year 18,923 111,659 34,693 23,033 49,651 50,075 60,560 66,445 One year later 225,000 75,004 57,922 110,725 139,167 101,034 165,450 Three years later 110,499 85,078 111,259 182,475 101,034 246,965 Three years later 118,723 111,375 227,008 101,034 246,950 Four years later 250,000 101,231 246,950 Five years later 250,000 101,231 247,576 Seven years later 247,576 Seven years later 36,000 101,231 247,576 Seven years later 36,000 101,231 247,576 Seven years later 37,000 101,231 247,576 Seven years later 38,000 101,231 247,576 Seven years later 39,000 101,000 173,671 193,473 181,743 225,000 One year later 39,000 149,701 107,853 142,898 225,387 128,106 248,584 Two years later 39,000 124,422 154,797 121,057 213,170 101,034 250,686 Three years later 39,000 101,034 246,950 Four years later 39,000 101,231 246,950 Four years later 39,000 101,231 247,576 Seven years later 39,000 101,231 247,576 Seven years later 30,000 101,23	Net paid, cumulative as of								
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Two years later Three years later Three years later Three years later Three years later Four years later Five years later Six years later Seven years later Re-estimated ceded claims and expenses End of policy year One year later Done years later Five years lat		,	•	-	,	r	•	,	•
Three years later	•		,.	-	,	•	•	•	-
Four years later Five years later Five years later Six years later Seven years later Re-estimated ceded claims and expenses End of policy year One year later Two years later Three years later Four y				, ,		r	•		_
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Six years later Seven years later Six year	•					-,	•	•	•
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Re-estimated net incurred claims and expenses End of policy year 117,943 225,000 106,878 110,000 173,671 193,473 181,743 225,000 One year later 225,000 149,701 107,853 142,898 225,387 128,106 248,584 Two years later 124,422 154,797 121,057 213,170 101,034 250,686 Three years later 124,422 154,797 121,375 250,000 101,034 246,950 Four years later 111,375 250,000 101,231 246,950 Five years later 250,000 101,231 247,576 Six years later 250,000 101,231 247,576 Seven years later 247,576 Seven years later 247,576 Seven years later 247,576 Increase (Decrease) in estimated net incurred claims and	<u> </u>							,	-
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End of policy year 117,943 225,000 106,878 110,000 173,671 193,473 181,743 225,000 225,000 149,701 107,853 142,898 225,387 128,106 248,584 124,422 154,797 121,057 213,170 101,034 250,686 143,410 111,375 250,000 101,034 246,950 124,422 154,797 121,057 213,170 101,034 246,950 124,410 111,375 250,000 101,231 246,950 124,410 111,375 250,000 101,231 246,950 124,576 124	and expenses								
End of policy year 117,943 225,000 106,878 110,000 173,671 193,473 181,743 225,000 Onc year later 225,000 149,701 107,853 142,898 225,387 128,106 248,584 Two years later 124,422 154,797 121,057 213,170 101,034 250,686 Three years later 143,410 111,375 250,000 101,034 246,950 Four years later 111,375 250,000 101,231 246,950 Six years later 250,000 101,231 247,576 Seven years later 101,231 247,576 Seven years later 247,576 Seven years later 101,231 247,576 Seven years later 101,2	Re-estimated net incurred								
One year later 225,000 149,701 107,853 142,898 225,387 128,106 248,584 Two years later 124,422 154,797 121,057 213,170 101,034 250,686 Three years later 143,410 111,375 250,000 101,034 246,950 Four years later 111,375 250,000 101,231 246,950 Five years later 250,000 101,231 247,576 Six years later 250,000 101,231 247,576 Seven years later 247,576 Increase (Decrease) in estimated net incurred claims and	claims and expenses								
Two years later Three years later Tour years later To	End of policy year	117,943	225,000	106,878	110,000	173,671	193,473	181,743	225,000
Three years later Four years later Four years later Five years later Five years later Six years later Six years later Seven years later Increase (Decrease) in estimated net incurred claims and	Onc year later		225,000	149,701	107,853	142,898	225,387	128,106	248,584
Four years later Five years later Six years later Seven years later Increase (Decrease) in estimated net incurred claims and	Two years later			124,422	154,797	121,057	213,170	101,034	250,686
Five years later Six years later Seven years later Seven years later Increase (Decrease) in estimated net incurred claims and	Three years later				143,410	111,375	250,000	101,034	246,950
Six years later Seven years later Seven years later Increase (Decrease) in estimated net incurred claims and						111,375	•	101,231	
Seven years later 247,576 Increase (Decrease) in estimated net incurred claims and	. •						250,000	•	
Increase (Decrease) in estimated net incurred claims and	•							101,231	-
net incurred claims and	Seven years later								247,576
net incurred claims and	Increase (Decrease) in estimated								
	expenses from end of policy year	_	_	17,544	33,410	(62,296)	56,527	(80,512)	22,576

The preceding table is Supplementary Information required by Governmental Accounting Standards Board Statement Number 30 (GASB 30). The Workers Compensation Fund has only been in existence for eight years, so only eight years' information is shown. The Schedule illustrates how the Fund's earned revenue (net of reinsurance) plus investment income compare to related costs of loss (net of assumed reinsurance) plus other costs at the end of each year.

Louisiana Housing Council Authorities Group Self Insurance Funds Schedule 1 - 10-year Claims Development Information Health Fund Seven Years Ended September 30, 2002

Required contribution and	<u>2002</u>	<u>2001</u>	<u>2000</u>	<u>1999</u>	<u>1998</u>	<u>1997</u>	<u>1996</u>
investment revenue Earnod Ceded Net earned	\$2,162,595 (336,105) 1,826,490	\$1,942,592 (300,250) 1,642,342	\$1,688,252 _(247,274) 1,440,978	\$1,551,757 (205,431) 1,346,326	\$1,384,224 (166,390) 1,217,834	\$1,309,731 (162,701) 1,147,030	\$1,127,249 (157,878) 969,371
Unallocated expenses	49,871	48,260	65,792	90,814	81,266	59,896	47,916
Estimated claims and expenses, end of policy year Incurred Ceded Net incurred	1,967,477 _(336,576) 1,630,901	2,210,718 <u>(441,427)</u> 1,769,291	1,741,117 _(298,576) 1,442,541	1,672,737 <u>(451,268)</u> 1,221,469	1,538,982 (98,594) 1,440,388	1,104,813 (12,010) 1,092,803	1,310,515 (409,953) 900,562
Net paid, cumulative as of End of policy year One year later Two years later Three years later Four years later Five years later Six years later	1,213,687	1,452,139 1,852,451	1,165,887 1,401,108 1,401,108	983,425 1,223,536 1,223,536	1,173,090 1,440,388 1,440,388 1,440,388	888,178 1,092,803 1,092,803 1,092,803 1,092,803	704,735 900,562 900,562 900,562 900,562 900,562 900,562
Re-estimated ceded claims and expenses	336,576	441,427	298,576	451,268	98,594	12,010	409,953
Re-estimated net incurred claims and expenses End of policy year One year later Two years later Three years later Four years later Five years later Six years later	1,547,741	1,769,291 1,852,451	1,442,541 1,401,108 1,401,108	1,221,469 1,223,536 1,223,536 1,223,536	1,440,388 1,440,388 1,440,388 1,440,388	1,092,803 1,092,803 1,092,803 1,092,803 1,092,803	900,562 900,562 900,562 900,562 900,562 900,562
Increase in estimated net incurre claims and expenses from end of policy year	d —	83,160	(41,433)	2,067		-	_

The preceding table is Supplementary Information required by Governmental Accounting Standards Board Statement Number 30 (GASB 30). The Health Fund has data for only seven years so seven years' information is shown. The Schedule illustrates how the Funds' earned revenue (net of reinsurance) plus investment income compare to related costs of loss (net of assumed reinsurance) plus other costs at the end of each year.

Louisiana Housing Council Authorities Group Self Insurance Funds Schedule 1 - 10-year Claims Development Information General Liability Fund Four Years Ended September 30, 2002

Required contribution and investment revenue	<u>2002</u>	<u>2001</u>	<u>2000</u>	<u>1999</u>
Earned	\$969,455	\$899,570	\$869,188	\$895,076
Ceded	(470,867)	(270,991)	(242,349)	(250,000)
Net earned	498,588	628,579	626,839	645,076
Unallocated expenses	99,131	96,682	93,500	97,056
Estimated claims and expenses, end of policy year				
Incurred	170,000	381,561	398,110	285,434
Ceded		,	270,110	200,154
Net incurred	170,000	381,561	398,110	285,434
Net paid, cumulative as of				
End of policy year	15,137	16,906	5,630	42,066
One year later	-0,*0'	98,985	55,491	92,039
Two years later		70,702	79,887	134,105
Three years later			,,,,,,,	195,843
Re-estimated ceded claims and expenses			_	
Re-estimated net incurred claims and expenses				
End of policy year	170,000	381,561	264,867	285 424
One year later	1,0,000	381,561	398,100	285,434 251,231
Two years later		381,561	264,867	251,231
Three years later		201,201	~04,007	226,199
Increase (Decrease) in estimated net incurred				
claims and expenses from end of policy year	•	_	(133,243)	(59,235)

The preceding table is Supplementary Information required by Governmental Accounting Standards Board Statement Number 30 (GASB 30). This is the fourth year for the General Liability Fund, therefore, only four years of information is shown. The Schedule illustrates how the Funds' earned revenue (net of reinsurance) plus investment income compare to related costs of loss (net of assumed reinsurance) plus other costs at the end of each year.

Current year claim development information represents only half of a policy period since the policy runs April to March. All other years represent a full policy period.

Louisiana Housing Council Authorities Group Self Insurance Funds Schedule 1 - 10-year Claims Development Information Fire & Extended Coverage Fund Three Years Ended September 30, 2002

	<u>2002</u>	<u>2001</u>	<u>2000</u>
Required contribution and investment revenue	02.022.170	ΦΩ 50 6 0.0 0	00 101 200
Earned	\$3,033,168	\$2,536,397	\$2,101,329
Ceded	<u>(1,626,018)</u>	<u>(1,584,166)</u>	(681,309)
Net earned	1,407,150	952,231	1,420,020
Unallocated expenses	51,021	61,383	36,387
Estimated claims and expenses, end of policy year			
Incurred	515,000	1,000,000	750,000
Ceded			**************************************
Net incurred	515,000	1,000,000	750,000
Net paid, cumulative as of			
End of policy year	52,678	189,891	289,387
One year later		898,143	750,000
Two years later			750,000
Re-estimated ceded claims and expenses		_	485,699
Re-estimated net incurred claims and expenses			
End of policy year	515,000	1,000,000	750,000
One year later	,	1,000,000	750,000
Two years later		•	r
Increase in estimated net incurred claims and expenses from end of policy year	_		_

The preceding table is Supplementary Information required by Governmental Accounting Standards Board Statement Number 30 (GASB 30). This is the third year for the Fire & Extended Coverage Fund, therefore, only three years of information is shown. The Schedule illustrates how the Funds' earned revenue (net of reinsurance) plus investment income compare to related costs of loss (net of assumed reinsurance) plus other costs at the end of each year.

Current year claim development information represents only half of a policy period since the policy runs April to March. All other years represent a full policy period.

HAWTHORN, WAYMOUTH & CARROLL, L.L.P.

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December 6, 2002

Report on Compliance and on Internal Control over Financial Reporting based on an Audit of Financial Statements Performed in Accordance with <u>Government Auditing Standards</u>

Insurance Committee Louisiana Housing Council Authorities Group Self Insurance Funds Iowa, Louisiana

Members of the Committee:

We have audited the combining financial statements of the

Louisiana Housing Council Authorities Group Self Insurance Funds Iowa, Louisiana

as of and for the year ended September 30, 2002, and have issued our report thereon dated December 6, 2002. We conducted our audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in <u>Government Audit Standards</u>, issued by the Comptroller General of the United States.

<u>Compliance</u>

As part of obtaining reasonable assurance about whether the Louisiana Housing Council Authorities Group Self Insurance Funds' combining financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance that are required to be reported under <u>Government Auditing Standards</u>.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Louisiana Housing Council Authorities Group Self Insurance Funds' internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the combining financial statements and not to provide assurance on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses.

This report is intended solely for the information and use of the insurance committee, management, the Louisiana legislative auditor and the Louisiana insurance commissioner and is not intended to be and should not be used by anyone other than these specified parties.

Hawthorn, Waymouth & Carrall, L.L.