



OFFICE OF THE COMPTROLLER  
CITY OF ST. LOUIS



DARLENE GREEN  
Comptroller

*Internal Audit Section*

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December 18, 2007

Sister John Antonio Miller, CPPS  
Administrator  
St. Elizabeth Adult Day Care  
3401 Arsenal Avenue  
St. Louis, MO 63118

RE: Desk Review of St. Elizabeth Adult Day Care  
Project # 2008-CDA5

Dear Sister Miller:

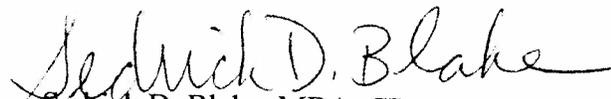
We have conducted a desk review of St. Elizabeth Adult Day Care, a not-for-profit organization. The scope of a desk review is substantially less than an audit, and as such, we do not express an opinion on the financial operations of St. Elizabeth Adult Day Care. A desk review does not entail a field visit to the site. Our review included review of the contract and inquiries made with St. Elizabeth Adult Day Care.

Our desk review was completed on August 1, 2007. We noted the Agency met the OMB Circular A-133 compliance requirements and the general provisions of the contracts with the Community Development Agency (CDA). The nature of the contract is to provide a safe, stimulating environment for frail/elderly/handicapped participants and respite for the family care-giver.

This review was made under authorization contained in Section 2, Article XV of the Charter, City of St. Louis, as revised, and has been conducted in accordance with the *International Standards for the Professional Practice of Internal Auditing*, and through an agreement with CDA to provide fiscal monitoring to all grants sub-recipients

If you have any questions, please contact Ishmael Ikpeama at (314) 589-6113.

Respectfully,

  
Sedrick D. Blake, MBA, CPA  
Audit/Fiscal Executive

cc: Jill Claybour, Acting Executive Director, CDA  
Lorna Alexander, Special Assistant for Development, CDA