



Date: November 4, 2015
To: Members of the Audit Committee
From: Donald R. White, Chair
Subject: Summary of the November 4, 2015, Audit Committee Meeting

Audit Committee Chair Donald White called the November 4, 2015, Audit Committee meeting to order at 1:05 pm. Committee members present were, Annette Cain-Darnes, and Dale Amaral. Other Board members present were, Elizabeth Rogers, Liz Koppenhaver, David Safer, and Darryl Walker. Members of the Staff present were Kathy Foster, Interim Chief Executive Officer; Harsh Jadhav, Chief of Internal Audit; Margo Allen, Fiscal Services Officer; Joseph Fletcher, Chief Counsel; Latrena Walker, Project & Information Services Manager; and Sandra Dueñas-Cuevas, Benefits Manager.

ACTION ITEMS

1. None.

INFORMATION ITEMS

External Audit

1. Status Report and Proposal for Auditor Request for Proposal (RFP) Issuance

Staff presented the proposed 2016 RFP schedule for audit services and the 2016 audit engagement schedule.

Internal Audit

1. Progress Report on 2015 Internal Audit Plan

Staff presented a status update on the 2015 Internal Audit Plan, the Participating Employer Audit Plan, an identified internal control weakness, and the ongoing audits.

2. Review of Completed Audits

Staff presented the scope, recommendations and conclusion for the Security Access Remediation Audit.

3. New Internal Initiatives

Staff discussed purchasing and implementing a new audit tool to help capture and compare data from various databases and systems. The tool will be used for both internal and employer audits.

TRUSTEE/PUBLIC INPUT

- None

RECOMMENDATION

- None

ESTABLISHMENT OF NEXT MEETING DATE

February 10, 2016 at 1:30 pm

MEETING ADJOURNED

The meeting adjourned at 2:06 pm