

**Orange County Public Schools  
Audit Advisory Committee  
Minutes of Meeting January 29, 2019**

Chairman Roth called the meeting to order at 8:00 a.m. Committee members Dan Williams, Tammy Campbell, and Kay Redlich were present. Scott Funston attended by telephone. Woody Rodriguez joined the meeting at 8:15. Also present were Linda Lindsey, Senior Director, Internal Audit, Ron Conrad and Brandi Grovac of Cherry Bekaert, and Janet Bush of OCPS Finance.

**Post-audit Presentation from Cherry Bekaert**

Ms. Lindsey introduced Ron Conrad and Brandi Grovac of Cherry Bekaert. Ron is the partner in charge and Brandi is the manager of the district's audit engagement. Using materials distributed in advance of the meeting, Mr. Conrad and Ms. Grovac reviewed the audit scope, audit standards and requirements. They provided an overview of financial audit results and reviewed the Auditors' required communications. They also reviewed future accounting and reporting changes and presented financial highlights.

Members of the committee asked questions which Mr. Conrad and Ms. Grovac answered.

The committee thanked Ms. Grovac and Mr. Conrad for their presentation and complimented Ms. Bush for the Finance Department's excellent performance as demonstrated by a successful audit. These three persons left the meeting at this time. (8:25 a.m.)

**Approval of Minutes**

Minutes of the meeting of November 13, 2018 were approved.

**Entity-wide Risk Assessment Process and Timeline for 2019**

Ms. Lindsey referred to the timeline and process overview diagram sent with the agenda materials (copy on file). She indicated that the ERM toolkit with only minor revisions will be used again this year since senior management is familiar and comfortable with it. The timeline is similar to the one used in 2018 and should be achievable. Getting the risk registers in by the end of March will give the Internal Audit Department sufficient time to complete the audit risk assessment and develop a proposed audit plan before the committee's June meeting.

The committee members asked a few questions and approved the timeline and risk assessment process.

## **CAE Report**

### **IT Auditor:**

Ms. Lindsey indicated that our new IT Auditor, Luis Aponte, started work January 14. He is passionate about the work and is fitting in nicely. The top priority now is for him to obtain his CISA.

### **CIO Resignation:**

Ms. Lindsey informed the committee that the district's CIO has resigned. Interviews have been conducted and we hope to have a new CIO soon. The Committee expressed concern regarding possible elevated risk during this time of transition and asked that the Internal Audit Department consider this during its audit risk assessment. Ms. Lindsey agreed and indicated this would be done.

### **Audit Status Report and Follow-up Status Reports:**

Ms. Lindsey asked if there were any questions. Ms. Lindsey indicated that updated target completion dates have been requested and that several of them are tied to implementation of the new student information system.

It was noted that there are currently no findings that have passed 2 years from management's target completion date.

### **ALGA Activities:**

Ms. Lindsey reported that she served on a peer review of Central New Mexico Community College in January. She also reported that we have submitted our audit titled, Data Management in Third Party Relationships to the Knighton Awards program and that she is serving in a judge liaison role for the Large Shop category for this year's competition.

### **AG Operational Audit:**

This audit is still paused. Most recent information is that the team will return sometime in the next couple of months.

### **Parking Arrangements:**

Ms. Lindsey informed the committee members that sometime this spring we will lose access to the surface parking lot across the street from the RBELC. When that happens, committee members should park on the first floor of the parking garage in spaces that are marked for visitors.

The next regular meeting will be March 26, 2019 at 8:00 a.m.