

**Orange County Public Schools
Audit Advisory Committee
Minutes of Meeting August 22, 2023**

Chair Roth called the meeting to order at 7:58 a.m. Committee members Tammy Campbell and Kay Redlich were present with School Board Internal Auditor Linda Lindsey. Chair Debi Roth and member Dan Williams attended by WebEx. Brian Paulsen was unable to attend. Also in attendance were Ron Conrad and Stephanie Rosensky of Cherry Bekaert and Jennifer Christensen of CRI. Amy Envall, General Counsel also attended via WebEx, joining the meeting in person later. Catherine Schuessler, OCPS Senior Director of Finance was also present.

Approval of Minutes

Approval of the minutes of the meeting of June 19, 2023 were deferred due to lack of a quorum present at the meeting.

Pre-audit Meeting with External Auditors for District

Ms. Lindsey introduced the partner in charge of the district's external audit, Ron Conrad and the manager on the job, Stephanie Rosensky.

Mr. Conrad began the presentation by reviewing client service team serving the district and the responsibilities of his firm as the district's auditors. He reviewed the scope of services being provided by his firm. Mr. Conrad asked members of the committee whether they were aware of any fraud. The committee members indicated that they were not.

Ms. Rosensky then discussed the following topics with the Audit Committee:

- Audit approach
- Audit timeline
- Areas of audit emphasis
- New accounting standards

She noted that the work is underway and the target report date is December 8. There was a brief discussion about the District's implementation of GASB 96.

Pre-audit Meeting with External Auditors for School Internal Accounts

Ms. Lindsey introduced Jennifer Christensen of CRI, partner in charge of the school internal accounts audits. Ms. Christensen addressed the committee regarding the following topics:

- Internal Funds audit timeframe
- Auditor's responsibilities
- District's responsibilities
- Possible risks identified during planning

Ms. Christensen also inquired of the committee regarding their knowledge of fraud as related to the school internal accounts. Committee members indicated they were not aware of any such fraud.

Mr. Conrad, Ms. Rosensky, Ms. Christensen, and Ms. Schuessler left the meeting at 8:31.

Review Internal Audit Annual Report

Ms. Lindsey presented highlights from the department's annual report for 2022-2023 and requested feedback and comments from the committee members regarding the content and presentation. Committee members expressed appreciation for the report and complimented its content and layout.

CAE Report

Audit Status Report and Follow-up Status Reports:

Ms. Lindsey noted the Audit Activity Status Report and the Recommendation Follow-up Charts were provided with the agenda materials and asked whether there are any questions. There were none.

New CIO:

Ms. Lindsey reported the Superintendent has appointed Maurice Draggon as CIO. Mr. Draggon currently serves as Senior Director of Curriculum and Digital Learning. Ms. Lindsey will forward his bio to the committee members. The committee members asked that Mr. Draggon be invited to an Audit Committee meeting after he has had time to settle in to his new role.

Internal Audit Department Updates:

- Our new auditor, Jinwei Quitariano is a wonderful addition to the team and we are thrilled to have her. The team is conducting school internal accounts audits this week, but we will have them attend a future committee meeting for introductions.
- Alpa Vyas is on a six and one-half week leave to help her parents in India. We are covering her work with no issues so far.
- The intern program has been approved and we are reaching out to UCF to post the position for the fall semester. We are excited to add this additional resource to our department and to promote internal auditing careers with the students.

- We have been active with the ALGA peer review program. Having our external peer review conducted through ALGA requires that we also provide members of our staff to serve as peer reviewers for other ALGA members. Alpa Vyas served on the peer review team for the Lake County Clerk of the Court in July and Linda Lindsey served on the Gwinnett County, GA Office of Internal Audit peer review team in August.
- The district is in the process of acquiring ERM software to replace the current ERM Toolkit which has been used for many years. This will significantly enhance the district's ERM practices. Ms. Lindsey will be working with the District's Chief Strategy Officer on this implementation.
- The Internal Audit Department will be viewing a demonstration of audit management software from K10 Vision this week. The owners and developers of K10 are all former MK Insight people and their product is supposed to be what MK Insight would have been if they had continued to improve and develop its functionality. We are having this demo because our current agreement with Pentana expires next April and we have obtained some quotes for their product in future years that are quite high. Since our budget is quite small, we need to seek alternatives that meet our functional requirements. Ms. Lindsey will keep the Committee informed of developments on this matter.
- This year's school audits are underway by both our department and CRI.
- Ms. Lindsey will be attending the Council of Great City Schools Internal Auditors' meeting in November and she hopes to take another member of the Internal Audit team with her so they can get involved with the group.

The meeting adjourned at 8:48 a.m.

The next regular meeting will be November 14, 2023 at 8:00 a.m.