

Finance, Audit and Department Matters Committee Meeting

Monday, May 18, 2009
Room 321, State Office Building
165 Capitol Avenue, Hartford

Minutes

Members Present: Mrs. Patricia B. Luke, Chair
Mrs. Kathleen O'Connor
Mr. Allan B. Taylor

Others Present: Ms. Pamela V. Bergin, Assistant to the Commissioner and State Board of Education
Mr. Raymond Inzero, Sr., Chief, Office of Internal Audit
Mr. Brian Mahoney, Chief Financial Officer

Members Absent: None

The meeting was called to order at 9:35 a.m.

I. Approval of Minutes – March 11, 2009

A motion was made by Mrs. O'Connor, seconded by Mr. Taylor, and unanimously adopted to approve the minutes of the Finance, Audit and Department Matters Committee meeting on March 11, 2009.

Vote: Yes:	3	Mrs. Luke, Mrs. O'Connor and Mr. Taylor
No:	0	
Abstained:	0	
Absent:	0	

II. Office of Internal Audit Agenda Items (Mr. Ray Inzero)

a) Annual Audit Plan

Mr. Inzero reviewed the major audit projects contained in the fiscal year 2009-2010 Annual Audit Plan with Committee members. In particular, a discussion occurred concerning the Office of Internal Audit's involvement in the ARRA oversight process. Mr. Taylor inquired about the department's vetting process concerning questions from districts on ARRA funds. Mr. Mahoney and Mr. Inzero explained that the department has established an ARRA workgroup to properly respond to such questions and obtain explanations from Washington as needed.

Mrs. Luke asked about the Office of Internal Audit's plan concerning Charter and Magnet schools. Mr. Inzero explained that audit time will be reduced, but used efficiently to support the program office in oversight of financial matters. Mrs. Luke also asked whether the Annual Audit Plan included time to review contractor vs. grantee relationships. Mr. Inzero responded that such audit time is provided. Mr. Taylor asked about the status of the SERC issue and a brief discussion occurred.

A motion was made by Mr. Taylor and seconded by Mrs. O'Connor and unanimously adopted to take the Annual Audit Plan to the June 3, 2009, Board meeting for adoption.

- b) Migrant Education Program – Status
Committee members were provided with a brief update on the status of this issue.
- c) ARRA Funds – OIA Activity
Mr. Inzero provided a brief update of the Office of Internal Audit’s activity concerning ARRA funds. A discussion occurred involving the status of the stabilization funds.
- d) Open Choice Transportation Grant – CREC and CES
The Committee members were advised that the reviews of this area are complete.
- e) RESC Magnet Audit – CES Regional Center for the Arts
Mr. Inzero provided a brief update of the status of this project.
- f) 2007/2008 Final ECS Grant Audit
The Committee members were advised that the audit of this grant is complete.

III. **Other Matters**

A brief discussion occurred about the Office of Internal Audit and department staffing affected by the Retirement Incentive Program.

The meeting was adjourned by unanimous consent at 10:36 a.m.

Recorded by Patricia Johnson, Secretary, Office of Internal Audit