

Finance, Audit and Budget Committee Meeting

Wednesday, September 12, 2018
450 Columbus Boulevard, Hartford
8th floor North – Conference Room A

Approved Minutes

Members Present: Mr. Allan B. Taylor, Chair
Mr. Joseph Vrabely
Mr. Robert Trefry (Ex Officio Member) absent

Others Present: Mrs. Kathy Demsey, Chief Financial Officer
Mr. Levy Gillespie, Director, Equal Employment Opportunity
Mrs. Nora Chapman, Supervising Accounts Examiner,
Office of Internal Audit

Members Absent: 2

The meeting was called to order at 9:41am.

I. Approval of Minutes – May 21, 2018

A motion was made by Mr. Taylor, seconded by Mr. Vrabely, and unanimously adopted to approve the minutes of the Finance, Audit and Budget Committee (Committee) meeting on May 21, 2018.

Vote: Yes: Mr. Taylor and Mr. Vrabely
No: 0
Abstained: 1
Absent: 0

II. Office of Internal (OIA) Audit Agenda Items (Mrs. Nora Chapman)

Mrs. Chapman discussed OIA's 2017-2018 Annual Audit Report with the Committee. The Annual Audit Report provides updates on significant audit activity, findings and recommendations associated with the following:

- Education Cost Sharing Grant;
- Federal and State Single Audit;
- Charter and Magnet School Financials;
- Accountability;
- Forms Review and Analysis;
- Connecticut Technical Education and Career System (CTECS) Audits; and
- Special Audit Reviews.

The Committee was also updated on current projects including the 2016-2017 Federal and State Single Audit Reviews, the 2018-19 Education Cost Sharing Grant Review, CTECS Special Reviews and Charter School reviews that included Path Academy and Stamford Academy.

Mrs. Chapman updated the Committee on the status of new position(s) within OIA as well as future training and educational opportunities for staff.

III. Financial Matters (Mrs. Kathy Demsey)

Mrs. Demsey provided the Committee with the 2017-2018 end of year financial report for the Department and CTECS.

IV. Affirmative Action Matters (Mr. Levy Gillespie)

Mr. Gillespie reported to the Committee that the Department's affirmative action plan was submitted to the Commission on Human Rights and Opportunities for approval. He stated that the Office of Early Childhood's affirmative action plan was approved in December of last year on a two year cycle.