



Audit Committee Meeting		
11.21.19	1:30 p.m.	317 College Street
Meeting Type	Audit Committee Meeting	
Note Taker	Beth Chancellor	
Attendees		Present (Y/N)
	Ms. Katherine Cannata, Chair	Y
	Mr. Billy Atkins	Y
	Mr. Larry Carroll	Y
	General Gary Luck	Y
	Mr. Mike O'Malley, ex-officio	Y
	President Alisa White	Y
	Dannelle Whiteside, Vice President for Legal Affairs and Secretary to the Board	Y
Call to Order		
Discussion		
Trustee Cannata called the meeting to order at 1:45 p.m. and the roll was called.		
Conclusion		
Trustee Cannata determined there was a quorum.		
Information Item A - Internal Audit Reports with List of Outstanding Audit Recommendations		
Discussion		
Trustee Cannata recognized Blayne Clements for a report. Clements explained that the meeting materials include a list of all the internal audit reports released between August 27, 2019 and October 29, 2019. Clements briefly discussed the two reports released during this time period. Clements also explained that the Office of Internal Audit follows up on all recommendations included in internal audit reports and a summary of outstanding audit recommendations was provided to the committee. At the request of Trustee Cannata, Clements gave some additional information on the		

reason the business continuity plan is still on the list of outstanding audit recommendations.

Conclusions

This was an information item and required no action.

Information Item B - Client Satisfaction Survey Results - Fall 2019

Discussion

Trustee Cannata recognized Blayne Clements for a report. Clements explained the customer satisfaction survey was implemented in October 2016. The current survey was sent to ten employees who had significant interaction with the Office of Internal Audit for audits completed between April 2019 and September 2019. Clements explained the charts and stated that he was pleased with the response rate and results.

Conclusions

This was an information item and required no action.

Information Item C - Information Technology Security Update

Discussion

Judy Molnar presented a brief overview on information technology security.

Conclusions

This was an information item and required no action.

Adjourn

Discussion

Trustee Atkins moved to adjourn the meeting. Trustee Luck seconded the motion. The meeting adjourned at 2:12 p.m.