



PRINCE WILLIAM COUNTY, VIRGINIA
BOARD AUDIT COMMITTEE
MINUTES OF MEETING

One County Complex Court
Prince William, Virginia 22192

HON. COREY A. STEWART, CHAIRMAN
HON. MAUREEN S. CADDIGAN
HON. JOHN D. JENKINS
ALTERNATES
HON. RUTH M. ANDERSON
HON. PETE K. CANDLAND
HON. JEANINE M. LAWSON
HON. MARTIN E. NOHE
HON. FRANK J. PRINCIPI

June 20, 2017

The Board Audit Committee was attended by the following:

Marty Nohe, Supervisor, Alternate Voting Member
John Jenkins, Supervisor, Regular Voting Member
Ruth Anderson, Supervisor, Alternate Voting Member, (Alternate for Chairman Stewart who was absent from the meeting)
Jeanine Lawson, Supervisor, Alternate Voting Member
Chris Martino, County Executive
Elijah Johnson, Deputy County Executive
Michelle Casciato, Deputy County Executive
Michelle Robl, County Attorney
Michelle Attreed, Director of Finance
Tim Leclerc, Deputy Finance Director
Clara Ewing, RSM Internal Auditor
Kelly Johnson, RSM Internal Auditor
Jennifer Murtha, RSM Internal Auditor
Aisha Kamara, RSM Internal Auditor
Lou Cannon, RSM Internal Auditor
Matt Brown, Chairman Stewart's Office
Richard Rubino, LoSAP Trustee
Allison Lindner, Real Estate Assessments Division Chief
Christopher Feather, Police Captain
Dawn Harman, Assistant Chief for Support/PWC Police
Chris Price, Deputy County Executive
Adam Manne, Purchasing Division Chief
Rene Gapasin, Accounting Division Chief
Gary Presler, Payroll and Disbursement Division Chief

The Board Audit Committee addressed the following items on the agenda:

1. Approval of Minutes

A. RES – Approve Minutes of May 9, 2017 BAC Meeting

The motion to approve the minutes of May 9, 2017, was moved by Mr. Nohe, seconded by Mrs. Lawson and approved unanimously. Copy of Resolution #BAC 18-01 attached.

2. Internal Audit Update by RSM

A. Provide status update on ongoing audits

B. Status on hotline calls

Clara Ewing of RSM provided status update on ongoing audits and hotline calls; all calls were dispositioned as appropriate.

3. County Executive Time

A. Audits by Outside Agencies

Chris Martino provided status update on his recommendations to address the CVB audit observations.

4. County Attorney Time

A. RES – Authorize – Closed Session to discuss one draft item.

The motion to go into closed session to discuss four draft audit reports and one special request was moved by Mr. Nohe, seconded by Mrs. Lawson and approved unanimously. Copy of Resolution #BAC 18-02 attached.

5. Items reported out of Closed Session (if any)

A. RES – Certify – Closed Session

The Committee went into closed session at 11:38 a.m. and came out of closed session at 1:17 p.m. The resolution to certify closed session was moved by Mr. Nohe, seconded by Mrs. Lawson and approved unanimously. Copy of Resolution #BAC 18-03 attached.

6. Audit Committee Member Time

RES –Recommend that the Board of County Supervisors accept internal audit reports – Purchasing; Timekeeping Cycle Audit; Real Estate Assessment and Appeals; and Animal Shelter; and add audit of Clerk of the Circuit Court to FY17 Audit Plan. The motion was moved by Mr. Nohe, seconded by Mrs. Lawson and approved unanimously. Copy of Resolution #BAC 18-04 attached.

7. Adjournment

A. RES – Adjourn Meeting

Having concluded all business on the agenda, the Board Audit Committee adjourned the meeting of June 20, 2017, at 1:19 p.m. The motion was moved by Mr. Nohe, seconded by Mrs. Lawson and approved unanimously. Copy of Resolution #BAC 18-05 attached.