



Richard Barrera President	John Lee Evans Vice President	Scott Barnett Trustee	Kevin Beiser Trustee	Shelia Jackson Trustee
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AUDIT AND FINANCE COMMITTEE
Education Center Conference Room 2249
May 26, 2011- Special
MINUTES

Members Present: McAllister, Wright, Stein (via phone), Barnett
Members Absent: Barrera
Staff Present: Schoenke, Allison, Carr, Duran
Public: Sally Smith

1. Special Meeting called to order (McAllister)	Chair McAllister called the meeting to order at 2:30 p.m.
2. PUBLIC COMMENT	Sally Smith provided information referencing audits conducted by the San Diego County Grand Jury related to District matters.
3. Internal Audit Roles and Responsibilities (McAllister)	<p>The Committee agreed to make the following recommendations to the Board:</p> <p>MOTION: Wright moved that the Director of Internal Audit should report directly to the Superintendent as well as the Committee, rather than the General Counsel, seconded by Barnett; approved unanimously with Barrera absent.</p> <p>MOTION: Wright moved that the Committee receive all final reports upon distribution, as available in addition to the quarterly summaries now provided, seconded by Barnett; approved unanimously with Barrera absent.</p> <p>MOTION: Barnett moved that the Committee have a role in the selection process for the new/permanent Director of Internal Audit, including but not limited to having two committee members sit on the interview panel, seconded by Wright; approved unanimously with Barrera absent.</p> <p>ACTION: Kate Allison will make all recommended changes presented by the committee. Committee’s recommendations will go to the Board on June 14, 2011.</p> <p>MOTION: Wright moved adoption of the Director of Internal Audit job description with the Committee’s edits, seconded by Barnett; approved unanimously with Barrera absent.</p> <p>ACTION: Kate Allison will make all recommended changes presented by the committee. The Committee’s recommendations will go to the Board on June 14, 2011.</p>

4. Roundtable	McAllister advised the County is holding a fraud seminar on July 8. Requested that the information be forwarded to District staff.
Adjourn	3:30 p.m.

The next meeting of the Audit and Finance Committee will be held Wednesday, June 8, 2011, 9:00 a.m., room 2226.

MAH