

Westport Board of Finance Audit Sub-Committee Minutes, MARCH 5, 2018

Members: John Hartwell (Chair), Sheri Gordon, Andrea Moore

Also present: Lynn Scully, Sheila Carey, Sara Harris, Don Bergmann

Room 309, 9:01am

Item A: Administrative

1. The subcommittee approved minutes for February 5, 2018.

Item B: Internal Audit

2. The subcommittee reviewed the proposed scope for IA 18-02, IT Systems Assessment and Evaluation. There were no suggested edits to the project proposal. Ms. Scully to reach out to BlumShapiro to move forward with this audit.
3. The subcommittee discussed management responses to IA 17-02 Audit of Vendor Contracts that were updated to incorporate the final results of the WPS Policy Committee's efforts. Mr. Hartwell requested an update of the Town responses as well. Ms. Scully will provide this information at the April 2 meeting.
4. The subcommittee discussed the latest draft of Internal Audit Plan. Ms. Scully to edit and bring back to the subcommittee for approval at the April 2 meeting.

The meeting was adjourned at 9:46am

APPROVED 5/14/18 LRS