

Westport Board of Finance Audit Sub-Committee Minutes, APRIL 4, 2016

Members: Jennifer Tooker (Chair), John Hartwell, Clarissa Moore

Also present: Lynn Scully, Elio Longo, Don Bergmann, Gary Conrad (arrived late), Brian Stern (arrived late)

Room 309, 9:03am

Item A: Administrative

1. Subcommittee approved minutes for February 29, 2016.

Item B: Internal Audit

2. Ms. Scully updated the committee on the status of the Wakeman Town Farm audit (IA 16-01), which has commenced. She anticipates receiving an initial draft report on or about 4/25/16, with a second draft available for subcommittee review at its May 2 meeting.
3. Subcommittee discussed a second draft graphic presentation of the census gathering process for pension and OPEB purposes. Ms. Scully to finalize.
4. Subcommittee discussed a preliminary analysis of the various audits included in the draft audit plan as prepared by Ms. Scully. Ms. Moore expressed her dissatisfaction with the analysis and the subcommittee discussed substantial changes to the analysis to be completed by Ms. Scully prior to further discussion on prioritization on May 2.

The meeting was adjourned at 10:13 am.

Approved 5/2/16 LRS