

**The Escambia County School Board
Audit Committee
Meeting Minutes
February 23, 2009**

- I. Martha Smith, Chair, called the meeting of the Audit Committee to order at 5:30 p.m. in the Data Center break room of the Vernon McDaniel Building, 215 West Garden Street, Pensacola, Florida 32502. Those present were David Bryant, Director, Office of Internal Auditing; Earl Lee; Amy Daniel Zoesch; Justin Cook, Auditor; and Michèle Kiker, Senior Auditor, recording the minutes.

- II. A motion was made by Mr. Lee and seconded by Ms. Zoesch to adopt the agenda as presented. Motion passed unanimously.

- III. There was no public input.

- IV. A motion was made by Mr. Lee and was seconded by Ms. Zoesch to approve the minutes for the January 12, 2009 meeting. Motion passed unanimously.

- V. ITEMS FROM INTERNAL AUDITING
 - A. Internal Accounts Audits
Mr. Bryant reported that there were currently no new internal accounts audits to be discussed at this time.
 - B. Other Audits/Reviews
 - 1. A revised copy of the Annual Food Service Procurement Review was handed out. Mr. Bryant explained the wording change to finding number one.
 - 2. George Stone Follow-ups (4 reports) were presented.
A motion to approve the "other Audits/Reviews" collectively was made by Ms. Zoesch and was seconded by Mr. Lee. Motion passed unanimously.
 - 3. Mr. Bryant discussed future audits, including a payroll audit and FTE audit.
 - C. Investigations & Management Consulting Activities
Mr. Bryant reported that the Office undertook two new investigations.
 - D. Other Items
 - 1. Mr. Bryant discussed the hiring of a new intern. He indicated he had received permission to proceed from the Superintendent and Board Chair.
 - 2. Mr. Bryant updated the Committee on the Inventory Technician Job Description and Job Audit.
 - 3. Mr. Bryant discussed the status of FEMA and the close out process.

- VI. ITEMS/ANNOUNCEMENTS FROM COMMITTEE MEMBERS
 - A. At the Chair's request, Mr. Bryant discussed the Federal Stimulus' impact on the District's budget.
 - B. Mr. Lee discussed the recent Standards issued by the Superintendent.

- VII. NEXT MEETING DATE
Mr. Bryant indicated he would contact members about a date for the next meeting.

VIII. ADJOURNMENT

A motion to adjourn was made by Mr. Lee, seconded by Ms. Zoesch, and passed unanimously.
The meeting ended at 6:00 p.m.

Chair Martha Sol