

**ESCAMBIA COUNTY SCHOOL BOARD**  
**AUDIT COMMITTEE**  
**MINUTES**  
**August 30, 2019 – 12:00 PM**

**I. CALL TO ORDER**

Tod Wilson, Audit Committee Chair, called the meeting of the Audit Committee to order at 12:03 p.m. in the Information Technology Conference Room, 75 N. Pace Blvd, 1st Floor, Pensacola, FL 32505. Those present were:

Tod Wilson	David Bryant, Director – Office of Internal Auditing
Dr. Barbara White	Michèle Kiker, Senior Auditor
Dr. Chula King	Bradley Mostert, Senior Auditor
Jay Zito	

John Crippen, Auditing Administration Specialist, recording the minutes.

**II. INTRODUCTION OF NEW STAFF MEMBER**

Mr. Bryant informed the committee of the hiring of Ms. Jackie Baker, the new Internal Auditing Technician. Ms. Baker was not at the meeting at the time, but arrived later during the meeting.

**III. ADOPTION OF AGENDA**

A motion was made by Mr. Wilson and seconded by Dr. King to adopt the agenda. Motion passed unanimously.

**IV. PUBLIC INPUT – There was no public input.**

**V. APPROVAL OF MINUTES FROM MEETING OF APRIL 2, 2019**

A motion was made by Dr. King and seconded by Dr. White to approve the minutes for the April 2, 2019 meeting. Motion passed unanimously.

**VI. ITEMS FROM INTERNAL AUDITING**

**A. Items for Approval**

1. 2017-2018 Food Service Procurement Review – Mr. Bryant presented and discussed the 2017-2018 Food Service Procurement Review. He noted that there were no audit findings or compliance matters.
2. FEMA Update – Mr. Bryant updated the committee.
3. Newpoint Investigation Update – Mr. Bryant updated the committee on the status of the Newpoint Investigation. Appeals have been filed by both defendants. A civil suit has been filed against the defendants, certain family members, and their companies.
4. Internal Auditing Quality Assurance Review Update – Mr. Bryant notified the committee that the Association of Local Governor Auditors had been contacted to perform the Internal Auditing Quality Assurance Review. The review should occur in December.
5. Other Projects Update – Mr. Bryant informed the committee the State Attorney's Office is now involved in the Ransom Middle School Chorus Booster Club Investigation and has issued subpoenas.

A motion was made by Dr. White and seconded by Mr. Zito to approve Items A.1.-A.5. Motion passed unanimously.

**B. Items for Discussion**

Staffing Update – Mr. Bryant introduced Ms. Baker to the committee. Ms. Baker discussed her background and was welcomed by the committee.

- VII. ITEMS FROM COMMITTEE MEMBERS – None.
- VIII. ANNOUNCEMENTS – None.
- IX. NEXT MEETING DATE – Mr. Bryant discussed the requirement of having at least four meetings a year and the need for a more formalized process for scheduling meetings. Committee members discussed reducing the number of required meetings versus ensuring four meetings were held. All agreed to stay with four meetings per year. Mr. Bryant stated he would send out a tentative meeting schedule later, which would include a proposed date for the next meeting.
- X. ADJOURNMENT – The meeting ended at 12:27 p.m.

  
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David Bryant Director

  
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Tod Wilson – Chair

12-19-19  
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Date