



**STATE BOARD OF EDUCATION
AUDIT COMMITTEE**

**APPROVED MINUTES
STATE BOARD OF EDUCATION AUDIT COMMITTEE
June 13, 2018**

A regular meeting of the Audit Committee of the State Board of Education was held on June 13, 2018 in Boise, Idaho and video conference throughout Idaho.

ATTENDANCE

Committee: Don Soltman, Chair; Emma Atchley, Andy Scoggin, Steve Speidel, Joey Hale
Board staff: Carson Howell, Scott Christie
BSU: Mark Heil, Jo Ellen Dinucci, Suzanne Adams, Larry Harmon, Mark Eisenman
ISU: Brian Hickenlooper, Angie Dobbins, Joanne Hirase-Stacey, Jim Kramer
UI: Brian Foisy, John Keatts, Linda Campos, Brad White, Tom Zimmer
LCSC: Todd Kilburn, Teresa Cole, Ryan Bircher

AGENDA

1. Approve March 14, 2018 Meeting Minutes

The meeting minutes of the March 14, 2018 Audit Committee meeting were approved unanimously as presented.

2. Moss Adams FY 2018 Interim Report

Moss Adams presented their interim report for the FY 2018 audits for each of the colleges and universities. There were no issues at this time that would delay the scheduled timeline. Moss Adams reported that the BSU preliminary financials would be provided to the State Controller's Office by September 28, but the issued financial statements would be delayed to October 15th.

3. 3rd Quarter 2018 Financial Reports

The institutions presented their 3rd quarter 2018 financial reports.

University of Idaho will research their workers comp increase in claims and severity of claims to determine the underlying causes and report back to the Committee.

4. FY 2019 Internal Audit Plans

The Committee reviewed and approved the internal audit plans for each institution except for Idaho State University, which was postponed to August. The Committee requested all aging

reports to include detail information similar to that provided by University of Idaho, to color code the rows in the Audit Universe report, and to base the Audit Universe report on inherent risk.

The Committee approved the internal audit charters for BSU, UI and LCSC with the removal of any signature line for the Audit Committee Chair and the inclusion of an escalation clause, which will be drafted by the internal auditors and Board staff.

The Committee raised some concerns related to overdue audit findings. The Committee Chair will discuss these concerns with the respective institution management and document the communication for the Committee.

5. Idaho State University Foundation Operating Agreement

The Committee reviewed and approved the minor edits to the foundation operating agreement.

6. NCAA Agreed-Upon Procedures Reports

The Committee reviewed the NCAA agreed-upon procedures reports from BSU, ISU and UI. These reports will be provided annually at the March Audit Committee meeting and will highlight exceptions found by the external auditor.

7. Conflict of Interest Statements

The Committee reviewed conflict of interest statements provided by the institutions for their Presidents and VPs. ISU does not have a policy requiring signed statements, but they are changing their policy so that signed statements should be available in a few months.

The Committee decided to include the annual conflict of interest statements for the Presidents at their annual reviews in May. Staff will draft a consistent format for these statements.

8. Audit Committee Charter

The Committee reviewed a draft revision to the Audit Committee Charter. The Committee agreed to change the term "Charter" to "Operating Principles" and Board member Scoggin will assist in rewriting the Operating Principles.

Meeting adjourned at 1:22 pm (Mountain)