

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 _____