

Audit Committee Meeting

WCF Admin Office
707 Mendham Blvd., Suite 250
Orlando, FL 32825
Monday, January 14, 2013
9:00 a.m.

MINUTES

MEMBERS PRESENT: Eric Ushkowitz, Art Bisner, Mike Kurek (via phone), Barbara Lehman, Jim Moye, Joseph Sarnovsky, and Richard Sweat (via phone)

MEMBERS ABSENT: Karen Huffman

STAFF PRESENT: Pam Nabors, Kevin Neal, Leo Alvarez, Nilda Blanco and Kaz Kasal

GUESTS PRESENT: Jim Burdick, Dan Gougherty, Carrie Cross - Cherry, Bekaert

WELCOME & CHAIR'S REMARKS

Introductions

Mr. Ushkowitz called the meeting to order at 9:00am and welcomed those in attendance. Attendees introduced themselves.

Roll Call/Establishment of Quorum

Ms. Kasal commenced with roll call and reported there was a quorum present.

Public Comment

None offered.

Approval of the Minutes from the November 5, 2012 Audit Committee Meeting

After review of the minutes from the 11/5/12 Audit Committee meeting, Mr. Sarnovsky made a motion to approve the minutes. Mr. Moye seconded, motion passed.

Introductions of new Compliance Director

Ms. Nabors introduced Nilda Blanco, WCF's new Compliance Director. Ms. Blanco has an extensive background with compliance in public administration, workforce development and performance management.

PRESENTATION FROM CHERRY, BEKAERT

Mr. James Burdick, the lead on this audit, greeted the committee and reviewed the status of prior year findings and preliminary audit results, as provided in a written report he furnished to the committee. The audit committee reviewed and discussed the preliminary report.

Mr. Ushkowitz asked if the final audit report will be ready prior to the 3/11/13 audit committee meeting. Ms. Nabors replied that the final draft will be ready for the next meeting. WCF also hopes to receive a response

from USDOL/DEO on resolution of the unallowed settlement cost. Ms. Nabors suggested that the Finance Committee be included in the 3/11/13 meeting, so both committees can jointly review the final audit report. The audit committee concurred.

Mr. Moyer asked if Cherry, Bekaert's contract included a negotiated rate provision for any additional work, as the committee previously discussed. Ms. Nabors replied that WCF is in negotiations with the audit firm regarding the additional hours. Mr. Sarnovsky stated that as a practice going forward, it is recommended that WCF negotiate any costs in excess of the negotiated contract in advance of contract execution, so as to better control costs. Mr. Burdick replied that the fees quoted in the proposal would be the basis for the quote for additional work beyond the scope of the audit.

Mr. Moyer asked if the 403B audit is part of the scope of this audit. Ms. Nabors replied no, and that the Finance Committee is now responsible for overseeing the 403B plan, per the Executive Committee's direction. Mr. Moyer asked about the completion status of the 403B audit filings. Mr. Alvarez replied that the '09 is complete and '10 will be complete in the next week or two – both will be filed at the same time. The '11 was filed on time on 10/15/12. The deadline for the '12 audit filing will be in September 2013. Mr. Moyer asked if Cherry, Bekaert will be conducting this audit. Ms. Nabors affirmed but that this had yet to be negotiated.

Mr. Moyer asked if a firm has been hired for financial technical assistance. Ms. Nabors replied that the procurement has been concluded and WCF is hiring Taylor, Lombardi, Hall & Wydra. This firm is based in Central Florida and has done work at other regional workforce boards across the state. They will begin providing their services in the first week of February 2013, and also meet the Finance Committee in February 2013.

NEW BUSINESS

None offered.

CHAIR'S CLOSING REMARKS

Mr. Ushkowitz thanked those for attending today's meeting.

ADJOURNMENT

There being no other business, the meeting was adjourned at 9:59 a.m.

Respectfully submitted,

Kaz Kasal
Sr. Administrative Assistant