

York Catholic District School Board

MINUTES AUDIT COMMITTEE (Regular Session)

A Regular session of the Audit Committee was held at the Catholic Education Centre, 320 Bloomington Road West, Aurora, Ontario, on Tuesday, October 1, 2019, commencing at 3:45 p.m.

PRESENT:

Committee Members: C. Cotton, M. Iafrate *[via teleconference]*
Other Trustees:
External Committee Members: A. Rocha, B. Chu *[via teleconference]*
Administration: A. Falconi, A. Yeung, L. Giambattista, J. Tsai
RIAT Team: P. Hatt, Regional Internal Audit Manager
Other Guests:
Absent with Notice: R. Cantisano
Recording: K. Errett
Presiding: C. Cotton, Committee Chair

1. CALL TO ORDER

C. Cotton, Committee Chair, called the meeting to order at 4:31 p.m. and led the Committee in prayer and the York Catholic District School Board Land Acknowledgement.

2. APPROVAL OF THE AGENDA

Motion: Rocha/Iafrate

THAT the Agenda be approved with the deferral of Item 8) *Audit Committee Training for Trustees (Part II)*.

– MOTION CARRIED –

3. APPROVAL OF THE MINUTES

The Minutes of the previous meeting were presented.

Motion: Rocha/Iafrate

THAT the Minutes of the June 18, 2019 meeting be approved as presented.

– MOTION CARRIED –

4. BUSINESS ARISING FROM THE MINUTES OF THE PREVIOUS MEETING

Nil

5. DECLARATION OF CONFLICT OF INTEREST

Nil

6. NEXT MEETING DATE

The next Audit Committee meeting is November 12, 2019.

7. STAFF PRESENTATION ITEM(S):**a) REGIONAL INTERNAL AUDIT MANAGER (RIAM) UPDATE**

P. Hatt, Regional Internal Audit Manager, provided a status update of the four audit engagements outlined on the 2018-2019 Regional Internal Audit Plan, i.e. Transportation, Records Management (Privacy), Three-Year Risk Assessment/Internal Audit Plan, BPS Procurement – Follow-up.

It was highlighted that the Transportation Audit is being done concurrently with York Region DSB as the Transportation operates as a consortium. The report is planned to be presented at the November 12, 2019 Audit Committee meeting.

It was noted that the Records Management audit was deferred and that an outsourcing process will take place in the fall.

The development of the Three-Year Risk Assessment/Internal Audit Plan is underway with surveys having been completed by administration and follow-up meetings being scheduled as soon as possible. The process will provide an opportunity to both assess and understand changes in processes since the previous Risk Assessment was undertaken and to apply a score to the residual risk. Management will assist to determine the most valuable risk areas on which to focus audits. The Audit Plan will be presented at the next Audit Committee meeting; all trustees will be invited to attend that meeting to provide feedback and, subsequently, approval.

The BPS Procurement Follow-Up will address the recommendations from the initial audit and assess the outcomes of the recommendations. A report will be presented to the Audit Committee once finalized.

b) AUDIT COMMITTEE TRAINING FOR TRUSTEES (Part II)

The Audit Committee Training for Trustees was deferred to a future meeting, should the full Committee be available to receive the presentation.

ACTION ITEM(S): Nil

DISCUSSION/INFORMATION ITEM(S): Nil

FUTURE ITEM(S): Nil

Adjournment: 3:59 P.M.

On Motion: Rocha/Chu and CARRIED