



Special Meeting Minutes
Audit/Data Analysis Work Group Minutes
January 10, 2024 - 10:00 A.M.

MS Teams video is available on the SCSB YouTube Page

Members Present:

Alfred W. Bertoline
Bruce H. Buff
Donna M. Karnes
Robert D. Rinker
Jean Morningstar

Staff Present:

Gregory F. Daniels Esq., Executive Director
Jonathan M. Longman, Chief Procurement Officer
Samson F. Anderson, Research Analyst

1. Call to order
 - a. Work Group Chair Bertoline called the meeting of the Audit/Data Analysis Work Group to order at 10:02 p.m
2. Approve the minutes of the November 9, 2023, Audit/Data Analysis Work Group Work Group - Special Meeting
 - a. Robert Rinker motioned to approve the November 9 , 2023, special meeting minutes, and Bruce Buff seconded the motion. The November 9, 2023, special meeting minutes were approved and adopted unanimously.
3. Review and discuss the path forward for the FY24 Audit Plan and discuss the Chairman's vision of audit operations as we advance

- a. Al Bertoline provided an outline of the team’s progress to date, including the number of audits planned and completed. The team discussed their current challenges, including staffing vacancies and limitations on sharing data.
 - b. Executive Director Daniels shared that the SCSB was in the process of hiring a new accounts examiner.
4. Review the tri-annual audit results and finalize the reports:
- a. Mr. Longman provided an overview of the final draft Charter Oak State College Audit Report that was ready for subcommittee action.
 - b. Mr. Longman provided an overview of the final draft Chief Medical Examiner Audit Report that was ready for subcommittee action.
 - c. Mr. Longman provided an overview of other reports that were currently in work.
 - d. Robert Rinker made the motion to approve the Charter Oak State College Report and the Chief Medical Examiner Report. Mr. Bertoline seconded the motion and all board members voted in favor of approving the two reports.
5. Adjournment
- a. Al Bertoline moved to adjourn, seconded by Jean Morningstar, and all members voted to support the motion. The meeting ended at 11:18 p.m.

Respectfully Submitted: Jonathan M. Longman, Chief Procurement Officer