



**Audit Work Group**  
March 18, 2026 – 11:00 a.m. – 12:00 Noon  
*Virtual Only*  
**A G E N D A**

<p><b>Microsoft Teams meeting</b> <b>Join:</b> <a href="https://teams.microsoft.com/meet/2140243601341?p=nBM12Hh0S3pV3b2yGj">https://teams.microsoft.com/meet/2140243601341?p=nBM12Hh0S3pV3b2yGj</a> Meeting ID: 214 024 360 134 1 Passcode: yH7Z2RV6</p>
<p><a href="#">Need help?</a>   <a href="#">System reference</a> <b>Dial in by phone</b> <a href="tel:+1860840207556913385">+1 860-840-2075,,56913385#</a> United States, Hartford <a href="#">Find a local number</a> Phone conference ID: 569 133 85#</p>

**1. Call to Order**

- a. Roll Call of Work Group Members

**2. Approval of Minutes of January 21, 2026, meeting**

**3. Status of Action Items of January 21, 2026, meeting**

Action Items	Description	By whom	Accomplished	Next Due Date	Note
<b>Procurement Audit Engagement Letter</b>	Review the draft engagement letter and submit feedback.	Work Group Members	<input type="checkbox"/>	Click or tap to enter a date.	Facilitated by staff to work group members
<b>Procurement Audit Engagement Document</b>	Review the draft engagement document and provide feedback.	Work Group Members	<input type="checkbox"/>	Click or tap to enter a date.	Facilitated by staff to work group members
<b>Compliance Testing</b>	Review proposed compliance testing and provide feedback.	Work Group Members	<input type="checkbox"/>	Click or tap to enter a date.	Facilitated by staff to work group members
<b>Annual Report</b>	Review the annual report draft and provide feedback.	Work Group Members and Accounts Examiner	<input checked="" type="checkbox"/>	2/9/2026	The account examiner provided additional information requested by the work group members
<b>Requested list of 33 agencies</b>	Compile and submit the requested list of agencies.	Accounts Examiner	<input checked="" type="checkbox"/>	2/9/2026	Requested information provided to work group members
<b>Policies and Procedures</b>	Establish policies and procedures and provide legal guidance	Executive Director and Attorney	<input type="checkbox"/>	Click or tap to enter a date.	Item pending initial review.



**4. Discussion of audit materials**

- a. Discussion on materials updated.
- Annual Report
  - Policies and Procedures

**5. New Action Items – Chair Fernandez and Executive Director Daniels**

**6. Adjournment**