

Finance, Audit and Budget Committee Meeting

Wednesday, March 29, 2023
450 Columbus Boulevard, Hartford
Plaza Level North – Conference Room E

Approved Minutes

Members Present: Mr. Donald Harris, Jr., Chair
Ms. Bonnie Burr

Others Present: Mrs. Kathy Demsey, Chief Financial Officer
Mrs. Nora Chapman, Supervising Accounts Examiner,
Office of Internal Audit

Members Absent: Mr. Allan B. Taylor

The meeting was called to order at 1:14p.m.

I. Approval of Minutes – December 16, 2022

A motion was made by Mr. Harris, seconded by Ms. Burr, and unanimously adopted to approve the minutes of the Finance, Audit and Budget Committee (Committee) meeting on December 16, 2022.

Vote: Yes: 2
No: 0
Abstained: 0
Absent: 1

II. Office of Internal (OIA) Audit Agenda Items (Mrs. Nora Chapman)

Mrs. Chapman updated the Committee on various projects the Office of Internal Audit is currently working on and the status of each.

An update was given on current vacancies within the Office of Internal Audit. There are currently three vacancies: the Director, the Secretary, and an Accounts Examiner position. Currently the OIA staff consists of two permanent and two temporary members. One staff member left the office and went to another agency in December of 2022. The Department is currently working on filling the Director's position.

Mrs. Chapman explained the importance of the staffing in the office for mandatory procedures and operational functions to continue, the operation of the office impacts the review of the Department of Education on the Federal and State level of statutes, policies, and procedures.

III. Financial Matters (Mrs. Kathy Demsey)

Mrs. Demsey updated the Committee that the State Legislature is in session and the Department will be communicating with them in another few weeks, regarding the department's budget.

Mrs. Demsey stated that her unit is currently working on fiscal notes for funding bills, reporting student level data on ESSA for the USDOE, and making sure year end payments are completed. Mrs. Demsey mentioned the staffing issues in her unit is the same with other areas in the Department.

At 1:40p.m. the meeting was adjourned.

Recorded by Patricia Johnson, Secretary, Office of Internal Audit