

CHARTER AUDIT COMMITTEE MINUTES

Friday, December 14, 2018
Department of Education
755 N. Roop Street
Carson City, NV

MEMBERS IN ATTENDANCE

James Smack, Chief Deputy Controller, Office of State Controller
Rebecca Feiden, Director, Achievement School District
Michael Shafer, Audit Chairman, Department of Education
Heather Domenici, Executive Branch Auditor, Governor's Office of Finance

MEMBERS EXCUSED

CJ Manthe, Commissioner, Public Utilities Commission
Mike Dang, Management Analyst IV, State Public Charter School Authority

STAFF PRESENT

Suzanne Richards, Charter Audit Committee Secretary, Nevada Department of Education

I. ROLL CALL/CALL TO ORDER

The meeting was brought to order at 3:00 pm. Chairman Smack completed the roll call and a quorum was established. C.J. Manthe and Mike Dang were excused.

II. PUBLIC COMMENT I

Chairman Smack asked for comments from the public. There were no members of the public who wished to make comments.

III. APPROVAL OF MINUTES

Chairman Smack asked if there any comments regarding the minutes from the November 30th meeting.

Ms. Domenici stated she thought the minutes should reflect her abstention on voting during the November meeting. She also mentioned some spelling and grammatical changes.

There were no further comments for corrections or changes from the committee.

Ms. Domenici motioned in favor to accept the minutes with the noted changes. Mr. Shafer seconded the motion. The committee voted in favor of the motion and unanimously passed the minutes.

IV. REVIEW AND DISCUSSION OF AUDIT GUIDE

Ms. Domenici summarized the recommendations and changes that were made to the Audit Guide as a result of discussions between the Department of Education, Ms. Domenici, and other Audit Firms. Nate Hanson, from the Department of Education, joined the meeting. He helped to clarify questions that the committee members had regarding the Audit Guide.

Ms. Feiden asked for clarification of wording to sections of the Guide.

After the explanation the committee was satisfied with the revised version.

V. RFQ DATE CHANGES

Mr. Smack addressed changes he thought needed to be made to the RFQ timeline.

He asked the committee to change the date for the response deadline of the RFQ from January 11th to January 18th. He felt the current timeframe would not provide enough time to the firms for submitting their responses.

He then asked the committee to cancel the January 22nd meeting for RFQ Reviews and to move the meeting to January 29th. He said that this would provide more time for the committee to review the applications prior to the meeting. If another meeting is necessary, it could be scheduled on February 5th.

VI. DISCUSSION AND ACCEPTANCE OF THE RELEASE DATE FOR THE RFQ

After his explanation, Chairman Smack asked for a vote on the acceptance of the date changes to the RFQ.

Ms. Domenici motioned in favor of changing the dates and Mr. Shafer seconded.

The committee voted unanimously in favor of the motion.

VII. PUBLIC COMMENT

Chairman Smack asked for comments from the public. There were no members of the public who wished to make comments.

IX. ADJOURNMENT

The meeting adjourned at 3:55 pm.