

Charter Audit Committee Minutes

Tuesday, September 25, 2018

Department of Education

700 East Fifth 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

Mike Dang, Management Analyst IV, State Public Charter School Authority

MEMBERS EXCUSED

CJ Manthe, Director, Business and Industry

Steve Weinberger, Administrator, Division of Internal Audit

GUESTS PRESENT

Beth Kohn Cole, Owner, Kohn and Co.

David Gardner, Sr. Deputy D.A., Office of Attorney General

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 9:06 am. Chairman Smack completed the roll call resulting in two committee members being excused, CJ Manthe and Steve Weinberger.

II. PUBLIC COMMENT I

Chairman Smack asked for comments from the public. No members of the public wished to make any comments.

III. APPROVAL OF MINUTES

Chairman Smack asked for any comments regarding the minutes from the September 4th meeting. The committee had no comments or corrections regarding the minutes from the meeting. Ms. Feiden motioned in favor to accept the minutes as written and Mr. Dang seconded the motion. The committee voted on and unanimously passed the minutes.

IV. WATKINS JENKINS CPA'S APPROVAL FOR 2018 AUDITOR LIST

Chairman Smack discussed the rating of the Watkins Jackson CPA's Audit Firm status since their submission of the Peer Review which the committee requested from them. The committee found no further issues regarding the firm and approved the inclusion of the firm to the Audit School Charter List.

V. VOTE ON REVISION AND ACCEPTANCE OF RFQ CRITERIA AND APPLICATION

Chairman Smack asked Ms. Feiden for an update regarding the revisions she made to the RFQ. She questioned whether an entity would be considered ineligible by not having completed an audit on a Charter School which included a Single Audit. Chairman Smack addressed her concern stating that

if a firm or entity has enough other experience; a firm or entity could still pass the criteria even without the required Single Audit background experience.

Mr. Shafer motioned for vote on the RFQ which was seconded by Mr. Dang. The Committee unanimously voted to accept the RFQ.

VI. AUDITOR TIMELINE

Chairman Smack confirmed that the RFQ will be released by December 1, 2018. Submissions will be accepted until January 11, 2019. Finally, the committee reviews of the RFQ submissions would be scheduled for January 22, 2019 and January 29, 2019.

VII. PUBLIC COMMENT #2

Chairman Smack asked for comments from the public a second time, but no additional comments were made.

VII. ADJOURNMENT

Chairman Smack declared the meeting adjourned at 9:21 am.