

# Charter Audit Committee Minutes

Tuesday, April 17, 2018

Department of Education  
700 East Fifth Street  
Board Conference Room  
Carson City, NV

## MEMBERS IN ATTENDANCE

Michael Shafer, Audit Chairman, Department of Education  
Rebecca Feiden, Director, Achievement School District  
William Harty, Vice Chair, Somerset Academy of Las Vegas  
C.J. Manthe, Director, Business & Industry  
Steve Weinberger, Administrator, Division of internal Audit  
James Smack, Chief Deputy Controller, Office of State Controller

## STAFF PRESENT

Nate Hanson, Director of District Support Services  
Gregg Ott, Deputy Attorney General, Office of Attorney General  
Suzanne Richards, Nevada Department of Education

## GUESTS

Patrick Gavin, Director, State Public Charter School Authority

### I. CALL TO ORDER

Nate Hanson called the meeting to order at 9:00 am

### II. PUBLIC COMMENT

There was no public comment

### III. ESTABLISH COMMITTEE CHAIR/ADOPTION OF COMMITTEE BYLAWS

The committee introduced themselves and afterwards voted unanimously for James Smack to chair the Committee.

Adoption of Committee bylaws were tabled until the next meeting upon review of other committee bylaws.

### IV. DEFINE CRITERIA AND PROCESSES FOR EVALUATING AUDITORS FOR LIST

Selection criteria previously researched from Georgia and Illinois and which was personally used and experienced, was presented to the Committee. The committee reviewed the information. A motion was made by CJ Manthe and seconded by William Harty to adopt the criteria and to amend changes at the next meeting. Nate Hanson noted the time line for the decision would be difficult to meet and suggested a revision to the timeline. The committee voted unanimously to accept the criteria submitted but reserved the ability to edit it at a later time.

**V. SCHEDULE NEXT COMMITTEE MEETING; DEFINE NEXT MEETING AGENDA**

The next meeting agenda was defined and agreed on to include: Bylaws, Auditor List Criteria, Audit Guides, Timelines, and an Auditor List Creation. Patrick Gavin suggested the process be a multi-phased process with the first phase being more open in order for prospective auditors to assess the requirements.

The next meeting was scheduled for April 24<sup>th</sup> with a follow-up if required on April 27<sup>th</sup>

**VI. PUBLIC COMMENT #2**

There was no public comment

**VII. ADJOURNMENT**

The meeting adjourned at 10:00 am