

# Charter Audit Committee Minutes

Friday, April 27, 2018  
Department of Education  
755 North Roop Street  
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  
Suzanne Richards, Nevada Department of Education

## GUESTS

Duffy Chagoya, State Public Charter School Authority

### I. ROLL CALL/CALL TO ORDER

Chairman Smack called the meeting to order at 9:00 am

### II. PUBLIC COMMENT I

There was no public comment

### III. APPROVAL OF MINUTES

The minutes were unanimously approved and accepted. Motion was made by Mr Weinberger and seconded by Mr. Harty.

### IV. ADOPTION OF COMMITTEE BYLAWS

Since the Bylaws were adopted and voted on in the meeting on April 24, 2018, no further changes were made.

### V. REVIEW AND DEFINE AUDIT LIST CRITERIA

The committee began by defining the list of criteria. Changes to the document and points made included wording and phrasing clarifications, along with other ideas and suggestions as listed.

There is a need to recognize who exactly the list to will be sent to. Contact those on the list. Auditors outside of Nevada will be included.

After the initial year offering of the RFQ, the requirements for meeting the criteria should not be as stringent as they will need to be in the years after that. The reason being is that

the auditor's ability to meet the requirements would be difficult because of the late deadlines instituted in getting the documents to them.

A "debriefing" after the process has been completed should be considered .

The maximum score for meeting all standards is 70

## **VI. REVIEW AND APPROVAL OF AUDIT GUIDE**

Suggestions for the Audit Guide were agreed on at the April 24<sup>th</sup> meeting. No further changes were proposed.

## **VII. OUTLINE TIMEFRAMES FOR AUDITOR LIST CREATION**

The committee set the date for the release of the RFQ for May 25<sup>th</sup> providing the Purchasing Division can review the document by then.

Another meeting was scheduled May 15<sup>th</sup> for a final review of the Audit Guide and public comment.

June 8<sup>th</sup> is when the RFQ's will be due.

June 12<sup>th</sup> was designated to review the RFQ's

## **VIII. PUBLIC COMMENT II**

The committee thanked the Administrators of the committee.

## **IX. ADJOURNMENT**

The meeting adjourned at 10:56: am