

CHARTER AUDIT COMMITTEE MINUTES

January 27, 2021
Department of Education

MEMBERS IN ATTENDANCE

James Smack, Chairman, COSAL Committee
CJ Manthe, Commissioner, Public Utilities Commission
Sarah Nick, Management Analyst III, Department of Education
Mike Dang, Management Analyst IV, State Public Charter School Authority
Michael Shafer, Audit Manager, Department of Education

MEMBERS EXCUSED

Heather Domenici, Executive Branch Auditor, Governor's Office of Finance

STAFF PRESENT

Suzanne Richards, Charter Audit Committee Administrator, Nevada Department of Education
Gregg Ott, Department of Administration

I. ROLL CALL/CALL TO ORDER

The meeting was called to order at 1:00 pm.

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. REVIEW OF CHANGES MADE TO THE AUDIT GUIDE

Mr. Shafer updated to committee with changes that he and Mr. Dang had discussed.

IV. APPROVAL OF MINUTES

The committee briefly reviewed the minutes from the November 19, 2020 meeting. After reviewing them, and with no added discussion from the committee, Ms. Manthe motioned in favor to accept the minutes with suggested corrections made. Ms. Nick seconded the motion.

The committee voted in favor of the motion and passed the minutes with one abstention from Mr. Shafer.

No further suggestions were made.

V. REVIEW AND VOTE ON RFQ'S

Chairman Smack began the reviews. He began the review with the expedited submissions.

Ellsworth and Stout- Ms. Nick questioned where the submission of the self-scoring guide was for the RFQ. Chairman Smack explained that for an expedited application, a self-scoring guide was not required. There were no further comments or concerns with the submission from the committee and so a motion to move them to the list was made by Mr. Shafer. Ms. Manthe seconded, and the motion passed.

V. REVIEW AND VOTE ON RFQ'S (CON'T.)

Chairman Smack moved on the next submission.

Rubin Brown – With no comments from the committee, he asked for a motion to move them to the list. Mr. Shafer motioned, and Ms. Nick seconded. The committee voted and the motion passed.

The committee moved on to the full submission applications.

Barnard Vogler – Ms. Manthe commented that she scored them above the threshold.

Chairman Smack asked for a motion from the committee. Ms. Manthe motioned, and Ms. Nick seconded. The committee voted and the motion passed.

Clifton Larsen LLC – Derrick DeBruyne from Clifton Larsen, LLC thanked the committee for reviewing their RFQ.

Chairman Smack asked for questions from the committee. He asked about further explanation regarding a fine that was assessed against the firm. After clarification from the firm, the explanation was accepted.

The chairman asked for a motion and Ms. Nick motioned to move Clifton Larsen to the list. Mr. Shafer seconded the motion. The committee voted and the motion passed.

Eide Bailly – Beth Farley from Eide Bailly addressed the committee. She thanked the committee for considering the application.

With no questions from the committee Chairman Smack asked for a motion to move Eide Bailly to the list from the committee. Ms. Manthe motioned, and Mr. Dang seconded the motion. The committee voted and approved the motion.

RSM – Vickie Umphress from the firm addressed the committee. Mr. Shafer asked about the Personal Continuity Policy which he could not find in the submission. He also asked for the total number of Charter Schools audited in the past three years.

Ms. Manthe identified the policy and stated its location in the application. Lisa Wilson from RSM addressed the question and stated that the firm will send the information requested. Ms. Manthe noted that while the submission did not include proper documentation regarding CPA licensing, she was able to locate the information on the state website. Lisa Wilson acknowledged the observation and stated that the information was not available at the time of the submission, but she would send the updated information if the committee so wished.

Chairman Smack asked about reporting late audits. Lisa Wilson explained that she was unable to address the question with regards to the entire to organization due to its size and that she could only respond to how the local offices reported.

With no further questions Chairman Smack asked for a motion from the committee. Ms. Manthe motioned, and Mr. Dang seconded. The committee voted and the motion was approved.

Silva Sceirine – Chairman Smack asked for an updated peer review. Mr. Shafer noted that the business license was expired. Ms. Manthe noted that there was not a current CPA license.

Chairman Smack suggested a conditional approval upon receipt of the current licenses. Mr. Shafer motioned for the suggestion and Ms. Nick seconded the motion. The voted and motion passed.

Watkins Jackson - no parties from the firm were available for comment.

V. REVIEW AND VOTE ON RFQ'S (CON'T.)

Chairman Smack noted that the required current Peer Review was not included. He suggested passing the firm with the condition that the firm send the updated information. He also stated that he would not hold up the approval because of the lack of it. He asked for a motion and Ms. Manthe motioned. Mr. Shafer seconded, and the committee voted and passed the motion.

Schettler Macy – Mr. Shafer noted that the business license and CPA license were both outdated. Ms. Manthe confirmed the observation. Zeth Macy from the firm addressed the committee's concerns. Chairman Smack requested the firm send the updates needed. With no further questions the chairman asked for a motion pending receipt of the information needed. Mr. Shafer motioned, and Ms. Nick seconded. The committee voted and the motion passed.

BDO USA – Rob Bitterman and Ryan Whitman from the firm addressed the committee and thanked them. Chairman Smack noted missing licensing. Ms. Manthe confirmed that through her research, the documents are current. With no further questions or concerns, Ms. Manthe motioned for moving them to the list and Mr. Dang seconded. The committee voted and the motion passed.

This vote concluded the review of the applications.

The committee noted missing submissions from previous years. They agreed to address them if they come in at a later time.

VI. PUBLIC COMMENT

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

The meeting was adjourned at 2:39 pm.