

Minutes of the Meeting of the Audit Committee Envision Education
Tuesday, November 5, 2019 @ 4:00PM PST
Envision Education Support Office 111 Myrtle Street #203 Oakland, CA 94607

- I. Preliminary
 - A. Call to Order at 4:04pm
 - B. Roll Call
 - On Phone: Keysha Bailey, Rob Vassel
 - In Person: Kaleb Lawson
 - Others present: Sele Nadel-Hayes, Andrew Wang, Wade McMullen
 - C. Public Comment
 - No members of the public were present.
 - D. Approve the Agenda
 - Motion: Rob
 - Second: Kaleb
 - Approved by roll call vote: 3 - Yes No
- II. Audit Committee
 - A. FY2019 Audit
 - Keysha Bailey asked if there were any elements of the audit or process as key items of focus coming out of the audit.
 - Andrew responded that this audit had a focus on payroll testing. Wade added that we exceeded the threshold of \$750K requiring a federal single audit. CA audit guidance required the auditors to increase the number of items tested.
 - Wade added that financial statement requirements changed that required action by management.
 - Wade asked whether Envision Learning Partners should be classified as management and general or program services. Andrew and Sele agreed that it should be program services. Wade agreed to revise the final audit with that adjustment.
 - Rob Vassel asked about IT infrastructure risk. Wade said that there aren't any risks identified in the financial audit, and that the auditors asked questions during the audit regarding financial data security. Keysha suggested that the board could hear about the status of this risk and any initiatives the organization is taking to proactively address it at a future meeting.

Action: *Recommendation for Approval of FY2019 Audit by the Board of Envision Education.*

 - Motion: Keysha
 - Second: Rob
 - Approved by roll call vote: 3 - Yes No
- III. Closed Session: Conference with Independent Auditor
- IV. Adjournment – 4:54p