

MHLS Audit Committee

Wednesday, June 19, 2019 | 2:00pm | MHLS Conference Room & Online

1. Roll Call

- ✓ Robert Culp (P), Chair
- ✓ Stuart Auchincloss (U)
- ✓ Mary Linda Todd (G)
- ✓ Mark Wilson (C) (ex-officio)
- ✓ Rebekkah Smith Aldrich (Staff Liaison)
- ✓ Linda Vittone (Staff Liaison)

2. Review of the Draft Audit Report

- a. The Committee members were provided with the Draft Audit Report and management letter in advance of the meeting.
- b. L. Vittone reported on staff actions in response to the two management suggestions related to:
 - i. Fixed Asset Management: MHLS staff are working with the audit firm to put into place a procedure for maintaining and depreciating current fixed assets.
 - ii. Payroll: Supervisors have been trained how to approve timesheets through the new Paylocity interface.
- c. The Committee discussed the GASB rule change related to the reporting of postretirement benefits and acknowledged the more in-depth notes provided by the auditors were very helpful.
- d. <u>ACTION</u>: The Audit Committee recommends that the MHLS Board approve the Independent Auditor's Report of MHLS Financial Statements for the year ending December 31, 2018, as performed by RBT CPAs LLP.