



BOARD AUDIT COMMITTEE

Open Session

November 12, 2019

6:00 p.m.

Cambridge Room

Members: Kathi Smith, Trustee (Audit Committee Chair)
Crystal Whetham, Trustee
Kathleen Woodcock, Trustee
James Chmiel
Jeff Weir

Guests: Waterloo Region DSB
John Bryant, Director of Education
Matthew Gerard, Coordinating Superintendent,
Business Services & Treasurer
Shannon Thompson, Manager of Review Services
Nick Landry, Controller, Financial Services

Regional Internal Audit Team (RIAT)

Jenny Baker, Regional Internal Audit Manager
Andrea Eltherington, Senior Regional Internal Auditor

PricewaterhouseCoopers LLP

Dale Zorgdrager, Partner
Marcin Weryk, Senior Manager

AGENDA

1. Introductions and Welcome Chair
 - Declaration of Conflicts of Interest
 - Approval of Agenda
 - Approval of Minutes –September 25, 2019
2. Motion to Extend J. Chmiel, External Member
3. Future Agenda Items
 - Professional Development – February 5, 2020
4. Adjournment

Future Meeting Date

February 5, 2020

May 27, 2020

Attachments

- Minutes from September 25, 2019 Audit Committee Meeting

SEPTEMBER 25, 2019
OPEN SESSION - BOARD AUDIT COMMITTEE MEETING

The Waterloo Region District School Board held an Open Session - Board Audit Committee Meeting this evening at 6:00 p.m. in the Cambridge Room with the following members in attendance:

Trustees: K. Smith (Chairperson), C. Whetham, K. Woodcock
External Committee Members: J. Chmiel, J. Weir

WRDSB Staff: J. Bryant, M. Gerard, S. Thompson
Regional Internal Audit Team (RIAT): J. Baker
Guests: PricewaterhouseCoopers LLP: K. Murray
CAMA: John Gilbert, Vice-President, Custodial & Maintenance Association

Regrets: D. Zorgdrager, PricewaterhouseCoopers

INTRODUCTIONS & WELCOME

Chairperson K. Smith called the meeting to order at 6:00 pm. Chairperson K. Smith welcomed members and guests to the Audit Committee meeting. Members of the committee and guests introduced themselves.

DECLARATIONS OF CONFLICT OF INTEREST

There were no declarations of conflict of interest.

APPROVAL OF AGENDA

A. Moved by J. Chmiel, seconded by K. Woodcock:

That the agenda of the Open Session - Board Audit Committee Meeting of September 25, 2019, be approved.

-Carried-

APPROVAL OF MINUTES

B. Moved by J. Weir, seconded by C. Whetham:

That the minutes of the Open Session - Board Audit Committee Meeting of May 29, 2019, be approved.

-Carried-

REGIONAL INTERNAL AUDIT TEAM STATUS UPDATE

J. Baker updated members on the work of the Regional Internal Audit Team since May 29, 2019. Every fall, a statement is provided to members outlining the training and education plan completed for 2018-19 and the plan for 2019-20 to be compliant with the International Standards for the Professional Practice of Internal Auditing. It was noted a Senior Internal Auditor, Karl Hutchison, resigned from the team in July. The Mason Group, an Accounting, Finance & Banking Recruitment Agency, is being used to hire temporary auditors as necessary.

M. Gerard commented the Ministry of Education review of the Regional Internal Audit Teams has been put on hold many times and it is anticipated information will be distributed by December.

CYBERSECURITY BULLETIN

J. Baker briefly reviewed the article attached in the package entitled "On the Radar" distributed by the Chartered Professional Accountants. The article provides insights into current security and privacy themes.

OTHER BUSINESS

M. Gerard shared J. Chmiel's term is complete. A posting has been circulated and will close on October 15th followed by an interview process.

FUTURE AGENDA ITEMS

Professional Development

FUTURE MEETING DATES

November 12, 2019

February 5, 2019

May 27, 2020

ADJOURNMENT

C. Moved by K. Woodcock seconded by C. Whetham:

That the Open Session – Board Audit Committee of September 25, 2019 be adjourned.

-Carried-

The meeting adjourned at 6:20 pm.