

Thursday, March 2, 2023

AUDIT COMMITTEE MEETING MINUTES

Committee Chair Ken Hart called the meeting to order at 2:00 p.m. and turned the meeting over to Vice President Haidle.

Board of Education members in attendance (no quorum)

Ken Hart, Roger Findley, and Betty Carter

Staff, representatives, and guests in attendance via Zoom or in person:

President Dana Young, Vice President Shirley Haidle, Mandy Gaskill, Vice President Travis McFetridge, Diahann Derrick and via Zoom: Scott Simpson and Hilary Tanneberg from Moss Adams and Steven Mitchell from Malheur Enterprise

Vice President Haidle stated the purpose of the meeting is to review the Single Audit report with auditors from Moss Adams who will also stand by to answer questions. Vice President Haidle introduced auditor Scott Simpson to present his report.

According to Simpson the Single Audit fieldwork has been completed but they are still working on the report. As a result, there was no report available at this time for the committee; however, the report will be available for the March 21, 2023 Board of Education meeting.

Simpson went on to report that they anticipate issuing an unmodified opinion on compliance. They were required to perform Single Audit procedures on the Student Financial Aid (SFA) Program and the Higher Education Emergency Relief Fund (HEERF) Program. There was one finding on the SFA program and no findings on the HEERF program. What this means is a clean opinion with one significant deficiency.

Moss Adams Senior Manager Hilary Tanneberg stated that the finding involved enrollment reporting. One student was not reported, and five additional students were properly reported but not within the required timeframe. She went into some detail about the requirements and the testing that was done.

Board member Ken Hart asked how many exceptions it takes to rise to a finding. According to Simpson, technically only one. However, at Moss Adams, they first look at internal controls and if they are adequate and being followed, and there are minimal exceptions, they are less likely to report it as a significant deficiency. Because this has continued to be an overarching finding for a few years, even though the exact exceptions found were not identical, the exceptions were required to be scrutinized more closely and included as a finding.

Board member Roger Findley asked what the federal agency is likely to do because of a repeat finding over several years. Simpson replied that they have not been as aggressive with these particular types of findings because they are quite common.

There were no further questions for the auditors, so they excused themselves and exited the zoom portion of the meeting.

Vice President Travis McFetridge stated that he has reviewed all six of the exceptions noted by the auditors and that they were all from Fall term of 2021. It appears that the processes put into place following last year's audit were beneficial and there are still more things being done to aid in accomplishing the ultimate goal of no findings. Vice President McFetridge shared how the financial aid department is being restructured through the hiring of staff. A Financial Aid Processing Coordinator has been hired, the Financial Aid Advisor II position was upgraded to a Financial Aid Advisor I and a Financial Aid Advisor II has been hired and will begin working next week.


In addition to the restructuring of financial aid, a full-time dedicated Registrar has been hired and we are currently advertising for a full-time Enterprise Systems Analyst to assist with the technical side of Student Services.

Board member Betty Carter asked if the exceptions were a result of human or systems errors to which Vice President McFetridge replied that it was some of each.

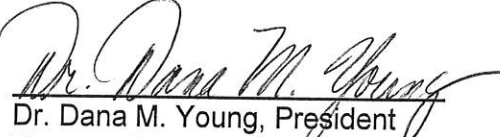
Board member Roger Findley asked Vice President McFetridge if he feels confident that this will be corrected. Vice President McFetridge stated that, while he feels confident it can be, it is a process and some schools that he has spoken with have put a five-year corrective action plan in place which shows it can't happen overnight.

Findley stated that he knows from prior experience as an instructor at the college, it can be very difficult to determine a correct withdrawal date and he can understand how it could be even more difficult to get it reported timely. He feels there has been progress in that we went from two findings down to one and that all exceptions were found in the Fall of 2021.

The meeting adjourned.



Dirk DeBoer, Chair
TVCC Board of Education



Dr. Dana M. Young, President
Treasure Valley Community College