

1
2
3
4
5
6

MINUTES OF THE
AUDIT COMMITTEE OF THE
BOARD OF EDUCATION OF BALTIMORE COUNTY
June 27, 2018
(Approved, August 14, 2018)

- 7 I. The Audit Committee of the Board of Education of Baltimore County convened a
8 regularly scheduled meeting on Wednesday, June 27, 2018 at 4:13 p.m. in the
9 Superintendent's 1st floor conference room in the Administration Building,
10 Greenwood. The following Committee members were present: David Uhlfelder, Chair
11 and Edward J. Gilliss, Esq., member.
- 12 II. The following staff persons were present: Andrea Barr, Chief Auditor; Debra Stevens,
13 Assistant Chief Auditor; Keith Fletcher, Audit Manager; Andrea Manna, Audit
14 Manager; Kevin D. Smith, Chief Administrative and Operations Officer; George
15 Sarris, Executive Director, Department of Fiscal Services; and Carol D'Anna,
16 Executive Administrative Assistant.
- 17
- 18 III. Hearing no changes to the proposed agenda, the agenda was approved.
- 19
- 20 IV. Approval of the minutes from the May 15, 2018 Audit Committee meeting was
21 deferred until the next regularly scheduled Audit Committee meeting.
- 22
- 23 V. The Committee unanimously adjourned its open session at 4:23 p.m. to convene an
24 administrative function session.
- 25
- 26 VI. Mr. Smith and Mr. Sarris left the room at 4:23 p.m.
- 27
- 28 VII. ADMINISTRATIVE FUNCTION SESSION
- 29 a. The Audit Committee convened an administrative function session immediately
30 following its open session in order to discuss matters related to audits and active
31 investigations concerning the appropriate use of school system resources.
- 32
- 33 b. The session commenced at 4:24 p.m. in the Superintendent's 1st floor conference room
34 in Administration Building, Greenwood. Committee members David Uhlfelder and
35 Edward J. Gilliss, Esq. were present. The following staff members were present:
36 Andrea Barr, Debra Stevens, Andrea Manna, Keith Fetcher, and Carol D'Anna.
- 37

- 1 c. The committee approved the Office of Internal Audit’s FY 2019 Strategic Work Plan,
2 the Office of Internal Audit Reporting Protocol, the Office of Internal Audit’s
3 Operations Protocol, and the Office of Internal Audit Charter.
4
5 d. Mr. Fletcher reported on current and closed investigations concerning fiscal
6 management issues and matters related to misconduct of specific employees. Mr.
7 Fletcher and Ms. Barr answered the Committee’s questions about these investigations
8 and specific employees.
9
10 VIII. The meeting adjourned at 4:50 p.m.