

1 BOARD OF EDUCATION OF BALTIMORE COUNTY  
2 AUDIT COMMITTEE  
3 September 16, 2019 Meeting Minutes  
4 (Approved, October 15, 2019)  
5

6 The Audit Committee of the Board of Education of Baltimore County met on Monday, September  
7 16, 2019 at 6:30 p.m. in Board Room A in Building A, Greenwood. The following Committee  
8 members were present: Russell Kuehn, Chair; Kathleen Causey, Vice-Chair; Julie Henn; and Lisa  
9 Mack. The following staff persons were present: Andrea Barr, Chief Auditor; Debra Stevens,  
10 Assistant Chief Auditor; Keith Fletcher, Audit Manager; Andrea Manna, Audit Manager; Kevin  
11 Smith, Chief Administrative and Operations Officer; George Sarris, Executive Director,  
12 Department of Fiscal Services; and Jennifer Duckworth, Executive Administrative Assistant.

13 I. Approval of the Minutes

14 Upon motion of Ms. Mack, seconded by Ms. Causey, the committee unanimously  
15 approved the meeting minutes from August 13, 2019.  
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17 II. Unfinished Business

18 There was no unfinished business.  
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20 III. New Business

21 a. FY19 PE Uniform Audit Follow-Up

- 22 i. Ms. Manna presented an update about the FY19 PE Uniform Audit. Ms.  
23 Manna answered the committee's questions related to the audit.  
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25 b. Corrective Action Plan Updates

- 26 i. Ms. Sarris presented an update about the FY15 Office of Legislative  
27 Auditors and the FY19 UHY Procurement Audit. Mr. Smith and Mr. Sarris  
28 answered the committee's questions related to the updates.  
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30 IV. ADMINISTRATIVE FUNCTION MINUTES

- 31 a. Upon motion of Ms. Henn, seconded by Ms. Causey, the committee convened an  
32 administrative function session to discuss matters related the Office of Internal  
33 Audit Work Plan and active investigations concerning the appropriate use of  
34 school system resources.

- 35 b. The session commenced at 7:33 p.m. in Board Room A in Building A,  
36 Greenwood. The following committee members and staff members were present:  
37 Mr. Kuehn, Ms. Causey, Ms. Henn, Ms. Mack, Ms. Barr, Ms. Stevens, Mr.  
38 Fletcher, Ms. Manna, and Ms. Duckworth.

- 39 c. Mr. Fletcher reported on current and closed investigations as of August 31, 2019,  
40 concerning fiscal management issues and matters related to misconduct of specific  
41 employees. Mr. Fletcher answered the committee's questions about these  
42 investigations and specific employees.

- 1 d. Ms. Barr presented an update about follow-up tasks from the August 13, 2019  
2 meeting. Ms. Barr, Ms. Stevens, and Ms. Manna answered the committee's  
3 questions related to the tasks.  
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5 V. The meeting adjourned at 8:07 p.m.