

1325 California Avenue Windsor, ON N9B 3Y6 BOARD CHAIRPERSON: Fulvio Valentinis DIRECTOR OF EDUCATION: Terry Lyons

# AUDIT COMMITTEE - PUBLIC MEETING MINUTES

Wednesday, June 16, 2021 at 6:00 p.m. Google Meet Virtual Meeting

## PRESENT:

#### Audit Committee Members:

Vanessa DaDalt (Community member - Chair) Mary DiMenna (Board member) Peter Wasylyk (Community member) Tony Polifroni (Board member)

#### Administrative Resource Personnel:

Penny King, Executive Superintendent of Business Susan Swiatoschik, Senior Manager of Finance Shannon Ficon, Manager of Finance Tom Renaud, Senior Manager of Information Technology (*left at 6:32 p.m.*)

#### **Representative of Internal Audit Firm:**

Christopher O'Connor, PwC Partner, Site Leader - Risk Assurance Services, Southwestern Ontario (*left at 6:36 p.m.*) Giorgia Da Pozzo, PwC Manager, Risk Assessment Services (*left at 6:36 p.m.*) Huzaifa Saifee, PwC Manager, Risk Assurance Services (*left at 6:36 p.m.*)

Regrets: Fulvio Valentinis (Board member)

Recorder: E. Grubesic

- 1. Call to Order and Opening Prayer Chair DaDalt called the meeting to order at 6:08 p.m.
- Recording of Attendance All Committee members were present with the exception of F. Valentinis. PwC Representatives Christopher O'Connor, Giorgia Da Pozzo and Huzaifa Saifee were present to speak to the Internal Audit agenda items. Tom Renaud, Senior Manager of Information Technology was present as administration resource to the 2019-20 Internal Audit Advisory Report - Cloud Governance.
- 3. Approval of Agenda

Moved by: M. DiMenna Seconded by: P. Wasylyk THAT the June 16, 2021 Audit Committee meeting agenda be approved as presented. *Carried.* 

- 4. Disclosure of Interest Pursuant to the *Municipal Conflict of Interest Act* None.
- 5. Resolve into Closed Session

Moved by: P. Wasylyk Seconded by: M. DiMenna THAT the Audit Committee meeting of June 16, 2021 resolve into Closed Session at 6:11 p.m., pursuant to the Education Act - Section 207 to consider security of the property of the board matters; contractual matters; and, specific matters permitted or required to be kept private and

## confidential under the Freedom of Information and Protection of Privacy Act. Carried.

- 6. Closed Session
- 7. Rise and Report into Open Session

Moved by: T. Polifroni Seconded by: P. Wasylyk **THAT the Audit Committee meeting of June 16, 2021 reconvene into Open Session at 6:41 p.m.** *Carried.* 

Moved by: T. Polifroni Seconded by: P. Wasylyk THAT the Audit Committee minutes of November 16, 2020 Closed session be approved as distributed 6a. *Carried.* 

Moved by: T. Polifroni Seconded by: P. Wasylyk THAT the Audit Committee receive as information a matter exempt from access under the security of the property of the board matters; and, specific matters permitted or required to be kept private and confidential under the Freedom of Information and Protection of Privacy Act, item 6b(i). *Carried.* 

Moved by: M. DiMenna Seconded by: P. Wasylyk THAT the Audit Committee receive as information a matter exempt from access under the security of the property of the board matters; and, specific matters permitted or required to be kept private and confidential under the Freedom of Information and Protection of Privacy Act, item 6b(ii). *Carried.* 

Moved by: P. Wasylyk Seconded by: M. DiMenna THAT the Audit Committee approve the report regarding a matter exempt from access under the security of the property of the board matters; and, specific matters permitted or required to be kept private and confidential under the Freedom of Information and Protection of Privacy Act, item 6c(i). Carried.

Moved by: T. Polifroni Seconded by: M. DiMenna THAT the Audit Committee approve the recommendation to the Board of Trustees regarding a matter exempt from access under security of the property of the board matters; and, specific matters permitted or required to be kept private and confidential under the Freedom of Information and Protection of Privacy Act, item 6c(ii). *Carried.* 

- 8. Open Session Items
  - a) Approval of Minutes November 16, 2020 Public Session

Moved by: P. Wasylyk Seconded by: T. Polifroni THAT the Minutes of the November 16, 2020 Audit Committee Public Session Meeting be approved as distributed. *Carried.* 

b) Annual Evaluation of Internal Audit - Assign Process

P. Wasylyk agreed to coordinate the performance assessment process among the committee members and return a consolidated evaluation form to S. Swiatoschik. The annual evaluation of Internal Audit will be placed on the next agenda for the committee's final consideration and disposition.

- c) 2021-22 Meeting Schedule and Work Plan The 2021-22 Meeting Schedule and Work Plan was reviewed and approved by consensus.
- 9. Other Business / Questions None.

## 10. Next Meeting Dates

- Wednesday, September 22, 2021 at 6:00 p.m.
- Monday, November 15, 2021 at 6:00 p.m.
- Wednesday, April 13, 2022 at 6:00 p.m. (Tentative, only if required)
- Wednesday, June 15, 2022 at 6:00 p.m.
- 11. Closing Prayer and Adjournment The meeting adjourned at 6:48 p.m. at the call of the Chair.

Vanessa DaDalt Audit Committee Chairperson