

TEXAS SCHOOL FOR THE BLIND AND VISUALLY IMPAIRED
BOARD COMMITTEE MEETING MINUTES
AUDIT, COMPLIANCE, AND MANAGEMENT REVIEW
August 5, 2022

Call to Order

Michael Hanley called to order the meeting of the TSBVI Board Committee on Audit, Compliance, and Management Review at 8:01 a.m. on August 5, 2022 in Building 600, Room 104, 1100 W. 45th Street, Austin, Texas. Board members Elaine Robertson and Lee Sonnenberg were also present. TSBVI staff members participating in the meeting were Emily Coleman, Superintendent and Susan Houghtling, Planning and Evaluation Coordinator. Participating via Zoom videoconference were Chika Cherry and Kimberly Lopez-Gonzales contracted auditors with Garza/Gonzalez and Associates.

Consideration of Approval of Minutes of February 18, 2022 Meeting

Elaine Robertson moved to approve the minutes of the February 18, 2022 Audit, Compliance and Management Review Committee meeting and Lee Sonnenberg seconded the motion. All board members were in favor of the motion.

Report from Garza/Gonzalez and Associates

a. Consideration of approval of TSBVI's 2022 Internal Audit Annual Report including the Safety and Security Audit and prior year recommendations

Kimberly Lopez-Gonzales, auditor with the firm Garza/Gonzales and Associates, stated that the Annual Report is required in compliance with Texas Government Code and Internal Auditing Standards and must be submitted to the State Auditor's Office and other state offices by November 1st each year. The report presented to the Board includes the results of a safety and security audit of the TSBVI campus that was recommended as a part of an annual risk assessment. The auditor began the audit process by working with the Safety and Security Supervisor who left employment with the School during the audit and this created some challenges. The report resulted in four recommendations. The report also included follow-up on prior audit recommendations with all six of them being fully implemented.

Mr. Hanley announced that the Committee would now recess the open session and convene in a closed meeting to discuss the following item listed under agenda item #3 – Report from Garza/Gonzalez and Associates – Consideration of the Safety and Security Audit - in conformance with Texas Government Code Section 551.076 – Deliberation Regarding Security Devices or Security Audits. He stated that no voting would take place in the closed meeting. Any action the Committee wished to take as a result of discussions in closed meeting would take place after the Committee reconvened in the open meeting. Mr. Hanley announced the time as 8:08 a.m.

Mr. Hanley announced that the time was 8:39 a.m. and the Committee would convene in open session. No action was taken on the agenda item.

Committee members discussed the number of drills required each year and requested that the Board receive updates during the course of the year regarding their completion.

Mr. Hanley announced that the Committee would again recess the open session and convene in a closed meeting to discuss the report on the safety and security audit in conformance with Texas Government Code Section 551.076 – Deliberation Regarding Security Devices or Security Audits. He announced the time as 8:49 a.m.

At 9:22 a.m. Mr. Hanley announced that the Committee would convene in open session.

Elaine Robertson moved to approve the 2022 Internal Audit Annual Report including the Safety and Security Audit and prior year recommendations. Lee Sonnenberg seconded the motion and all members were in favor of the motion.

Mr. Sonnenberg stated that internal auditor Chika Cherry should receive a tour of the full campus and also wanted future reports to be provided to the Board in person rather than via Zoom.

Adjournment

Michael Hanley adjourned the meeting at 9:23 a.m.

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