

**MINUTES OF THE AUDIT COMMITTEE
BOARD OF EDUCATION
HOUSTON INDEPENDENT SCHOOL DISTRICT**

September 22, 2022

MEETING HELD - MEMBERS PRESENT

The Board of Education of the Houston Independent School District (HISD) held an Audit Committee meeting on September 22, 2022, beginning at 9 a.m. in the board auditorium of the Hattie Mae White Educational Support Center, 4400 West 18th St., Houston, TX 77092, and via Zoom.

Present:

Committee Member	Title	Status	Arrived	Departed
Sue Deigaard		Absent		
Elizabeth Santos		Present		
Bridget Wade		Present		
Other Trustees:				
Kendall Baker		Remote		
Judith Cruz		Remote		

Staff:

Richard Cruz, Deputy Superintendent
Garland Blackwell, Chief Audit Executive
August Hamilton, Special Assistant to the Superintendent
Elneita Hutchins-Taylor, General Counsel
Silvia Trinh, Executive Director, Board Relations
Janet Conroy, Manager, Board Services

Other: David Thompson, partner, Thompson & Horton
Doris Delaney, Texas Education Agency (TEA) conservator
Elizabeth Logan, community volunteer (remote)
Ingrid Gardner, Alvarez & Marsal (remote)
Jim Grady, Alvarez & Marsal (remote)

MEETING CALLED TO ORDER - PURPOSE

Committee Member Santos, in Board Chair Sue Deigaard's absence, called the Audit Committee meeting to order at 9:05 a.m. and declared the committee convened to consider matters pertaining to HISD as listed on the duly posted meeting notice.

SPEAKERS TO AGENDA ITEMS (IF CONVENED AS SPECIAL MEETING)

There were no registered speakers.

CONSIDERATION AND APPROVAL OF MINUTES FROM PREVIOUS MEETINGS

On motion by Trustee Wade, with a second by Trustee Cruz, the minutes of the Audit Committee meeting held on August 30, 2022, were approved.

ADJOURN TO CLOSED SESSION

The committee adjourned to closed session at 9:07 a.m.

RECONVENE IN OPEN SESSION

The committee reconvened in open session at 9:08 a.m.

DISCUSSION ITEMS

COMMUNITY MEMBER APPOINTEES TO THE COMMITTEE

Community member Liz Logan said she had forwarded to Audit Committee Chair Sue Deigaard the name of an additional community member who was interested in participating on the Audit Committee, but she had not heard of any action being taken in that regard. Committee member Elizabeth Santos stated the community member would be considered as a potential appointee by the Audit Committee first, and then if approved would go to the full board for consideration. Trustee Cruz requested that Ms. Logan send the community member's information to members of the Audit Committee for consideration, and Ms. Logan agreed to do so.

DISCUSS THE DRAFT OF THE 2022–2023 AUDIT PLAN

Jim Grady of Alvarez & Marsal (A&M) stated his firm reviewed the enterprise risk assessment and Information Technology assessment prepared by BDO, reviewed the 2022–2023 draft audit plan prepared by Internal Audit and the chief audit executive, and met with Internal Audit and BDO to understand the rationale for items being included in the risk assessment prepared by BDO, and why some were excluded from the draft of the 2022-2023 plan. A&M also reviewed in-progress audits, to determine which have been identified and what has been addressed, and which should continue or which should be put on hold. The proposal and assumptions are:

- The Audit Plan is for audits to be conducted Jan. 2023 through June 2024
- Prior year in-progress audits aim to be completed by Dec. 2022
- New audits under the plan will commence in Jan. 2024
- All third-party auditors (BDO, WhitleyPenn, McConnell Jones) will complete work for which they have been contracted
- The plan provides detailed hours estimates based on audit hours from prior year plans

ADJOURNMENT

There being no further business, the meeting adjourned at 9:54 a.m.