



MINUTES
ORANGE UNIFIED SCHOOL DISTRICT
Measure S
Citizens' Oversight Committee
District Office – 6:00 p.m.
CONFERENCE ROOM B
February 20, 2019
Meeting No. 9

1.0 CALL TO ORDER

Chair Diana Fascenelli called the meeting to order at 6:00 p.m.

2.0 PLEDGE OF ALLIGIANCE

3.0 ESTABLISHED QUORUM

Diana Fascenelli, Carolyn Cavecche, Bill Campbell, Jennifer Schuerger, Mrunal Shah (arrived 6:03pm), and Bill Utter. Absent: Trevor O'Neil, Dr. Gunn Marie Hansen, and Rory Lorenzo. Staff attending: David Rivera, Jenny Delgado, and Scott Harvey.

4.0 PUBLIC COMMENTS

There were no comments from the floor.

5.0 APPROVAL OF AGENDA

Motion was made by Member Utter to approve the Agenda. Second by Member Schuerger.

Action

Motion Passed: 5-0-2

6.0 APPROVAL OF MINUTES

Motion was made by Member Schuerger to approve the October 17, 2018 minutes. Second by Member Campbell.

Action

Motion Passed: 5-0-2

7.0 APPROVAL OF AMENDED MINUTES

Motion was made by to approve the Amended and Corrected July 25, 2018 minutes by Member Cavecche. Second by Member Campbell.

Action

Motion Passed: 5-0-2

**8.0 2017/18 ANNUAL FINANCIAL AND PERFORMANCE
AMENDED AUDIT**

Action

Presenter: Christy White and Associates

The Amended Audit Report was presented by Valerie Shaw, Audit Manager, Christy White and Associates. The first Audit Report was not accepted by the Committee due to a sampling.

Discussion:

Ms. Shaw clarified the sampling issue, by stating that all Measure S Project Bids 17/18 had been tested in the Amended Audit. Chair Fascenelli asked where the original audit report is stored. Ms. Delgado responded by saying that the original audit is held in Business Services, and the updated audit would be posted to the Measure S page on the District website. Member Shah questioned if the samples pulled from the non-bid compliance were from Measure S. Ms. Shaw confirmed that all tests pulled from the general ledger were clearly identified by their account code as Measure S. Member Shah asked if the general ledger was compared to the Bond resolution, and Ms. Shaw confirmed that the information was verified.

A motion to accept the amended audit was made by Member Utter. Second by Member Campbell.

Motion Passed: 5-0-2

9.0 INTERNAL CONTROLS PRESENTATION

Information

Ms. Delgado presented information on the District's internal controls of the business department.

Reviewed handouts were provided to the Committee.

Discussion:

Ms. Delgado explained the payment authorization process used for bid-documents, purchase orders, and requisitions. Ms. Delgado also mentioned that all Measure S payment applications are sent to the Orange County Department of Education with backup documentation.

Mr. Rivera stated that he wanted the internal information to be shared with the Committee to show the systems that are set in place to support the Measure S payment process.

10.0 CORRESPONDENCES

There were no correspondences.

12.0 AGENDA ITEMS FOR NEXT MEETING

I. COC Member terms and replacement.

II. Phase II planning update.

13.0 ADJOURNMENT

The meeting was adjourned by Chair Fascenelli at 6:34pm.
