

FINAL – Draft Posted October 10, 2022

VHFA Audit Risk Committee Meeting

VHFA

164 St. Paul Street

Burlington

October 6, 2022 – 9:00 a.m.

VHFA Committee Members Present:

Tom Leavitt (Chair), Michael Clasen (designee for Beth Pearce), Marie Milord-Ajanma and Fred Baser [(all attended by electronic means that except Ms. Milford-Ajanma was present at the meeting)]

Staff Present:

Maura Collins, Chris Flannery, Jacklyn Santerre, Tom Kimball, Alejandro Flores-Howland, and Lisa Clark were present at the meeting and Seth Leonard, Michelle Baird, and Kim Roy attended by electronic means

Guests Present:

Dan Kenney, Bri Shuma (Cohn Reznick) attended by electronic means

COMMITTEE MEETING

Mr. Leavitt, Chair, called the Audit Risk Committee Meeting to order at 9:01 a.m.

Staff confirmed that a Notice of this meeting was provided to the requesting parties and was posted on the Agency website and with State Department of Libraries, and that the Agenda for this meeting was provided to the requesting parties and posted on the Agency website, all within the statutory time requirements.

Staff confirmed that Minutes of prior meetings had been posted on the Agency website not less than 5 days after the meeting as required.

Mr. Leavitt confirmed that the Commissioners attending by electronic means could hear the conduct of the meeting and be heard throughout the meeting by the other attendees. Mr. Leavitt noted that Commissioners would have to vote by roll-call since there were Commissioners participating by electronic means.

Mr. Leavitt asked if anyone had any changes to the Agenda and there were none.

AUDIT RISK MINUTES

Mr. Clasen moved that the Audit Risk Committee approve the June 13, 2022, Minutes. Mr. Baser seconded the motion, which was approved unanimously by roll call vote.

RISK MANAGEMENT REVIEW

Mr. Flannery reviewed his memorandum on Agency risks and the attached materials. In his review, Mr. Flannery described the risk matrix used and the manner in which risks were cataloged and categorized, noting that there were ten items marked as high-priority risks. Ms. Roy further noted that there were seventeen projects that were on the Multi Family watch list, totaling approximately \$13.35 million.

There was a general discussion of issues raised in Mr. Flannery's and Ms. Roy's presentations.

FINANCIAL STATEMENT AUDIT AND UNIFORM GUIDANCE AUDIT FOR FY2020

Mr. Flannery introduced CohnReznick representatives Mr. Kenney and Ms. Shuma, who presented the FY 2022 Financial Statement Audit report. Mr. Kenney reviewed the Independent Auditor's report and the audit standards. Ms. Shuma reviewed the Statement of Net Position and Statement of Revenues and the process for testing balances and values. Mr. Kenney reviewed the report on internal controls and the uniform guidance reports and noted that no deficiencies or non-compliance with standards had been found. Ms. Shuma reviewed the management letter, which did not note any significant difficulties or disagreements with management.

Mr. Clasen moved that the Committee recommend the audit report and uniform guidance audit to the full Board for review and acceptance. Mr. Baser seconded the motion which was unanimously approved by roll call vote.

ADJOURNMENT

Mr. Leavitt confirmed with Staff that Minutes of the meeting had been kept and would be posted to the Agency's website within five days.

Upon motion by Mr. Baser, seconded by Mr. Clasen and unanimously approved by roll call vote, the meeting was adjourned at 10:28 a.m.