

**CRCSD Audit Committee Minutes**  
**12:00-1:30pm, April 21, 2021**  
**Virtual-Zoom Meeting**

**Attendance:**

Maureen Oviatt, Scott Arensdorf, Whitney Schreder, Jason Fisher, Chad Meyers, John Hammar, Drew Yoder, Sherry Luskey, Sarah Brown, and David Nicholson

**Absent:** Gordon Epping, Janet Henry

**Guests:** Chris Koeperich (RSM-Audit), Renee McPhee (Perspective Benefits Consulting-MIIP), Linda Noggle (CRCSD-Human Resources)

**Review and approve minutes from the February 17, 2021 meeting:**

Maureen Oviatt asked for any corrections to the minutes. Scott Arensdorf motioned to approve the minutes as written, it was seconded by John Hammar and the minutes were approved.

**MIIP (Metro Interagency Insurance Program) Update:**

Renee McPhee reviewed FY2021 medical insurance plan reports for the MIIP group (CRCSD, College CSD, Grant Wood AEA, Kirkwood, Linn-Mar and Marion). She noted that the CRCSD fund balance is at a \$1.162 million positive balance and that the plan performance overall has been good. She added that the CRCSD recent plan changes pertaining to eligibility requirements and equalization of benefits have had a significant impact in the reduction of a \$5M negative balance. Discussion followed. Renee also noted the FY2022 employee premium cost for CRCSD is going down slightly due to a surtax reduction that resulted from the positive fund balance.

**Review with the independent auditors any major issues with District's controls in the annual audit work:**

Chris Koeperich reviewed the annual RSM FY2020-21 Arrangement Letter explaining the scope and terms of the agreement. He noted that this is the last of the 5-year current contract with the firm. Dave Nicholson added that in Fall 2021, it will be the charge of the audit committee to establish the RFP process for the independent audit firm selection moving forward; it is typically a 3-year contract that can be extended for 2 years. There was a motion to approve the scope of the RSM FY2021 Audit Engagement by Whitney Schreder, it was seconded Scott Arensdorf. The motion carried.

**Review of independent auditor quality control/peer review reports:**

Chris Koeperich shared a report from BKD CPAs and Advisors. The report indicated that RSM "passed" all peer reviews for the selected audit engagements.

**Review tentative dates/agenda for remaining FY2021 and FY2022 audit committee meetings:**

Dave Nicholson reviewed the FY2021 and the proposed FY2022 audit committee meeting schedules including the Charter topics for review at each meeting. Discussion followed about the mandate of the audit committee and potential Charter changes including the review of Charter items in September at the beginning of new member terms rather than in the spring. Dave noted that any Charter changes must be approved by the board.

**Review of committee performance and effectiveness:**

Dave Nicholson reviewed the CRCSD Audit Committee Self Evaluation Summary that he will be distributing to members. He noted that he will rework a few of the questions based on feedback from last year's review. Discussion around the committee's performance review questions led to further discussion about the committee's scope and purpose. Dave indicated that further conversation will occur during the Fall review of the Charter.

**Appoint committee chairperson and discuss next year vacancies:**

Dave Nicholson facilitated discussion regarding three (3) committee member terms expiring at the end of this FY2021; Scott Arensdorf and Maureen Oviatt indicated they would stay on, Drew Yoder indicated he would not be renewing his term. Dave added that with Gordon Epping's resignation, there will be two openings. Discussion followed regarding recruitment and chairperson nomination. Dave indicated that a review of nominees, voting and chairperson designations will occur at the next committee meeting and that communications to recruit new applicants will be posted through various means.

**Discussion about the Iowa City CSD Special Audit by the state:**

Maureen Oviatt provided a synopsis of the situation cited at the Iowa City CSD. Chris Koeperich highlighted the report findings and recommendations. Dave Nicholson shared the current CRCSD regulations for Camps/Clinics noting that they are not considered District sponsored activities and that they do comply with the suggested recommendations.

**Review of any financial complaint received and status of resolution:**

None reported.

**Review Other Items of Importance:** Dave Nicholson reviewed the following items.

- a) Local Revenues and Financial Reports - March 2021 reports.
- b) Review previous meeting comments - None noted.
- c) Meeting Evaluation Comments: No report outs.

Scott Arensdorf motioned to adjourn the meeting, it was seconded by Drew Yoder and approved.

**Meeting Adjourned at 1:30pm.**

The next meeting of the committee will be on Wednesday, May 19, 2021.

By:   
Maureen Oviatt

By:   
Sarah Brown