

CRCSD Audit Committee Minutes
12:00-1:30pm, November 16, 2022
ELSC – Cedar A

In Attendance: Whitney Schreder, John Hammar, Jason Fisher, Janet Henry, Tom Hoffmann, Krystle Braumann, Karla Hogan, and Derek Loutsch

Virtual Attendance: Angela Dockter, Chad Meyers

Absent: Scott Arensdorf, Maureen Oviatt

Guests: Brett Nitzschke (Lynch Dallas, P.C.; District legal counsel), Craig Barnum (Exec Dir IT, CRCSD), and Jeff Lucas (Director of Tech, CRCSD)

Review and approve minutes from the October 19, 2022 meeting:

Karla Hogan asked for any corrections to the minutes. John Hammar motioned to approve the minutes as written, it was seconded by Janet Henry and the minutes were approved.

District Legal Counsel: Brett Nitzschke and the Committee discussed information regarding the Charter and Charter Matrix (Charter 11). Further discussion with Brett on the necessity of records on assurances of proper controls specific to the cyber security incident. A formal request was made by the Committee to get board approval to have a closed session to discuss a report of items.

Request from Committee to be included in closed session at December 7th Audit Committee meeting:

- Breakdown of method of entry and how identified
- Response to the breach including the process, timeliness, and remedy
- Root/Cause Analysis
- Assurances going forward including controls, training, testing, & 3rd party services

A brief overview of cyber insurance that was discussed at October 19th meeting. The district cyber insurance carrier, CFC, handled the situation quickly, professionally, and adequately and is an industry leader in the field.

Risk Exposures (Financial and IT security): Topic was tabled in order for the Committee to get proper Board approval of requested items for a more productive discussion during a closed session.

Review of local revenue report: Topic was tabled for when Maureen Oviatt was in attendance as this was added at her request.

Appoint Committee Chairperson and Chairperson Pro-Tem: Scott Arensdorf is stepping down as chairperson due to scheduling conflicts but will continue to serve on the Audit Committee. Janet Henry volunteered as Chairperson and Whitney Schreder volunteered as Chairperson Pro-Tem. Motion was approved by the committee.

No Complaints received.

Other Items:

- Other Committees: Technology, Safety & Security, Facilities Master Plan, Facilities Oversight
- Vulnerability Assessment by the state offering up to \$50k per building for building updates
- Starting January, review of accounting internal audit procedures

Meeting Adjourned at 1:30pm.

The next meeting of the committee is on **Wednesday December 7, 2022 (to include request for closed session)**

By: _____

Maureen Oviatt, Substitute Chairperson

By: _____

Karla Hogan