

**County of Fresno**  
**Auditor-Controller/Treasurer-Tax Collector**  
**Audit Committee Minutes**  
**Board of Supervisors' Chambers**  
**May 12, 2023 – 10:00 a.m.**

**MEMBERS PRESENT:**

**Supervisor Sal Quintero, Audit Committee Chairman**  
**Daniel C. Cederborg, County Counsel, Audit Committee Vice-Chairman**  
**Supervisor Nathan Magsig**  
**Paul Nerland, County Administrative Officer**  
**Kari Gilbert, Department Heads Council Member**  
**Manuel Vilanova, Public Member**

**Call to Order:** Chairman Quintero called to order the regular meeting of the Audit Committee (Committee) on May 12, 2023, at 10:03 a.m. in the Board of Supervisors' Chambers.

**1. Pledge of Allegiance**

- Vice-Chairman Cederborg led all in attendance with the Pledge of Allegiance.

**2. Approve Agenda**

- A motion was made by Vice-Chairman Cederborg, seconded by Kari Gilbert, and carried 5-0 to approve the May 12, 2023 agenda.

**3. Public Presentations**

- This portion of the meeting is reserved for persons desiring to address the Committee briefly on any matter not on this agenda within the Committee's subject matter jurisdiction.
- There being none, the Committee proceeded to hear the next item on the agenda.

**4. Approval of January 27, 2023 Audit Committee Meeting Minutes**

- There being no public comments, a motion was made by Paul Nerland, seconded by Kari Gilbert, and carried 5-0 to approve the January 27, 2023 Audit Committee Meeting Minutes.

**5. Consent Items**

**a) Approve Quarterly Fraud Report covering January 1, 2023 to March 31, 2023**

- There being no public comments, a motion was made by Vice-Chairman Cederborg, seconded by Paul Nerland, and carried 5-0 to approve Agenda item 5a.

**6. Discussion and Action Items**

**a) Review and accept the County of Fresno Single Audit Report for the year ended June 30, 2021.**

- Daisy Landeros-Loera, Accountant, Financial Reporting & Audits Division, introduced the item.
- Eric Xin, Engagement Partner, Brown Armstrong Accountancy Corporation, presented the item.
- There being no public comments, a motion was made by Manuel Vilanova, seconded by Kari Gilbert and carried 5-0 to approve Agenda Item 6a.

**b) Review and receive Price Paige & Company Quality Control Review covering fiscal years ended June 30, 2017 through June 30, 2021.**

- Daisy Landeros-Loera, Accountant, Financial Reporting & Audits Division, introduced the item.
- Enedina Garcia, Deputy Auditor-Controller, presented the item.
- Paul Nerland asked about how confident management feels that the significant items on the Quality Control Review have been addressed.
- Enedina Garcia, Deputy Auditor-Controller, responded that the Financial Reporting & Audits Division performs an internal peer review and that she is confident the findings are being addressed and processes are being improved.
- Paul Nerland asked if the Financial Reporting & Audits Division has the resources they need and if the actions that have been taken to retain staff have helped.
- Enedina Garcia, Deputy Auditor-Controller, responded that the actions taken have helped to stabilize staff retention.
- There being no public comments, a motion was made by Kari Gilbert, seconded by Manuel Vilanova, and carried 5-0 to approve Agenda Item 6b.

**c) Review and approve the Proposed Audit Plan for fiscal year 2023-24.**

- Enedina Garcia, Deputy Auditor-Controller, introduced and presented the item.
- Paul Nerland asked if there is any focus on operational activities in the formulation of the Audit Plan.
- Enedina Garcia, Deputy Auditor-Controller, responded that operational factors are one of various factors included in the risk assessment used to formulate the Audit Plan.
- Paul Nerland commented that the planned audits are related to financials and not operations.
- Kari Gilbert asked how staff turnover is rated in the risk assessment today versus how it was rated before the COVID-19 pandemic.
- Enedina Garcia, Deputy Auditor-Controller, stated that she does not know that staff turnover is being weighted differently from the time before the COVID-19 pandemic versus today.
- Kari Gilbert commented that all departments with aggressive staff turnover have a higher risk and it is important for all departments to retain staff.
- Vice-Chairman Cederborg asked how the monitoring of contracts is viewed by the Auditor-Controller's office in terms of their view of how the department is doing when formulating the Audit Plan.
- Enedina Garcia, Deputy Auditor-Controller, responded that she believes the risk assessment asks the question of how many contracts the department has, and if not, it can be added.
- Vice-Chairman Cederborg asked if the Auditor-Controller's office would wait to do a contract audit until a request is made for one, or if it would be included in the Audit Plan.
- Enedina Garcia, Deputy Auditor-Controller, clarified that a specific contract audit would only be performed if recommended by the Audit Committee or during meetings with the County Administrative Office.
- Kari Gilbert asked if a Countywide contract training is provided to departments.
- Enedina Garcia, Deputy Auditor-Controller, responded that a training was provided by County Counsel in conjunction with the Auditor-Controller/Treasurer-Tax Collector's department prior to the COVID-19 pandemic.
- Vice-Chairman Cederborg responded that the County is at a stage where contract trainings for departments need to be resumed.
- Paul Nerland suggested the County Administrative Office and Auditor-Controller/Treasurer-Tax Collector discuss expanding the Audit Plan to include operational audits in addition to financial audits.
- Kari Gilbert commented that it would be helpful for the County to take a proactive approach and prepare staff for different types of audits they could receive.
- There being no public comments, a motion was made by Manuel Vilanova, seconded by Vice-Chairman Cederborg, and carried 5-0 to approve Agenda Item 6c.

**7. Staff Updates**

- Enedina Garcia, Deputy Auditor-Controller, discussed that findings from the Single Audit and Annual Comprehensive Financial Report have been incorporated into the annual Countywide Training taking place next week and a training about the various types of audits that different departments may go through can be included in next year's training. Enedina Garcia provided an update on the 2022 Single Audit which is being finalized and should be brought before the Audit Committee during the next meeting.

**8. Adjournment**

- A motion was made by Supervisor Sal Quintero, Audit Committee Chairman, and was carried 5-0 to adjourn the meeting at 10:34 a.m.

**Audit Committee Members:**

Supervisor Sal Quintero, Audit Committee Chairman

Daniel C. Cederborg, County Counsel, Audit Committee Vice-Chairman

Supervisor Nathan Magsig

Paul Nerland, County Administrative Officer

Kari Gilbert, Department Heads Council Member

Manuel Vilanova, Public Member

Kulwinder Brar, Public Member