



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

AUDIT COMMITTEE MEETING

**December 20, 2012
8:00 A.M.**

Double Tree by Hilton Miami Airport Hotel
Convention Center, 2nd floor
711 NW 72nd Avenue
Miami, Florida 33126

AGENDA

1. Call to Order and Introductions
2. Approval of Meeting Minutes
 - A. October 18, 2012
3. Recommendation as to Approval to Accept the Audited Financial Reports for Fiscal Year 2011-12



COMMITTEE: AUDIT COMMITTEE

AGENDA ITEM NUMBER: 2A

DATE: DECEMBER 20, 2012, 8:00AM

AGENDA ITEM SUBJECT: MEETING MINUTES

October 18, 2012 at 8:00am
 Doubletree by Hilton Miami Airport
 Convention Center, 2nd Floor
 711 NW 72nd Avenue
 Miami, Florida 33126

COMMITTEE MEMBERS IN ATTENDANCE	COMMITTEE MEMBERS NOT IN ATTENDANCE	OTHER ATTENDEES
<ol style="list-style-type: none"> 1. Piedra, Obdulio, <i>Chairperson</i> 2. Datorre, Roberto 3. Zewadski-Bricker, Edith 	<ol style="list-style-type: none"> 4. Gibson, Charles A., <i>Vice-Chairperson</i> 5. Adrover, Bernardo 6. Bridges, Jeff 7. Chi, Joe <p>SFW STAFF Beasley, Rick Alonso, Gustavo Garcia, Christine</p>	<p>Melody, Arnold – <i>UNIDAD of Miami Beach</i> Mitchell, Carlana – <i>Miami-Dade County Public Schools (M-DCPS)</i> Thompkins, Carshena – <i>TCBA Watkins Rice LLP</i></p>

Agenda items are displayed in the order they were discussed.

1. Call to Order and Introductions

Audit Committee Chairman Obdulio Piedra called the meeting to order at 8:33a.m, asked those present to introduce themselves and noted that a quorum of members had not been achieved.

2. Information Item – Program Year 2011-12 External Audit Timetable

Mr. Piedra presented the item then introduced Ms. Carshena Thompkins of TCBA Watson, LLP who appeared before the Committee and presented the timetable, as well as the following recommendations:

[Mr. Roberto Datorre arrived]

- ✓ Data Center Access Monitoring
- ✓ Logical Access Control Forms
- ✓ Password Administration
- ✓ Penetration Testing of SFW's Servers

Ms. Zewadski-Bricker inquired about password restrictions and Ms. Thompkins further explained.

Mr. Piedra had several questions regarding the penetration testing and Ms. Thompkins provided further details.

Mr. Piedra inquired about staff's cooperation during the auditing process and she advised him that they were very cooperative.

Mr. Datorre also inquired about the penetration testing. Ms. Thompkins and the Chairman further explained.

Add-on Item:

Mr. Piedra recommended allocating up to \$40,000 for an RFQ for IT Penetration Testing.

The consensus of Committee members present moved the approval to allocate up to \$40,000 for An RFQ for IT Penetration Testing.

3. Information Item – Internal Control Compliance Program

Mr. Piedra introduced the item. SFWIB Executive Director Rick Beasley and Finance Assistant Director Gus Alonso further presented.

Mr. Piedra inquired about the assessments being implemented and Mr. Beasley further explained.

No further questions or discussions.

4. Information Item - Monitoring Report of Financial Compliance Advisory Services

Mr. Piedra introduced the item. Mr. Beasley and Mr. Alonso further presented.

Mr. Piedra asked that in the future, staff include all corrective action plans in the report.

There being no further business to come before the Committee, the meeting was adjourned at 9:15am



COMMITTEE: AUDIT COMMITTEE

AGENDA ITEM NUMBER: 3

DATE: DECEMBER 20, 2012

AGENDA ITEM SUBJECT: 2011-12 FISCAL AUDIT

AGENDA ITEM TYPE: APPROVAL

RECOMMENDATION:

SFWIB staff recommends that the Audit Committee recommend to the Board the approval of the Fiscal Year 2011-12 agency-wide audit reports.

STRATEGIC GOAL:

Strong, timely reporting standards for end user customers and provider of services.

STRATEGIC PROJECT: N/A

BACKGROUND:

On June 21, 2012, the Board approved the selection of the audit firm TCBA Watson Rice, LLP for performing the external independent auditing services.

The fiscal year 2011-2012 SFWIB audit was recently completed by Ron Thompkins, CPA, who is a partner at TCBA Watson Rice LLP.

The audit of the financial statements was performed pursuant to generally accepted auditing standards, government auditing standards, and the Rules of Florida's Auditor General. It included a review of internal controls as well as compliance with applicable laws and regulations.

The audit resulted in an unqualified opinion on the agency's financial statements (i.e., no significant deficiencies or material weaknesses in the internal control systems). Moreover, the OMB Circular A-133 audit was also deemed unqualified (i.e., no matters of non noncompliance).

Mr. Thompkins will present the audit results to the members of the committee.

FUNDING:

N/A

PERFORMANCE:

N/A