

LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM

LCTCS BOARD OF SUPERVISORS AUDIT COMMITTEE MEETING

MINUTES

Wednesday, September 20, 2017
9:00 a.m.

Fine Arts Building, Room 112
Nunez Community College
209 W Magnolia Drive
Chalmette, LA 70043

*** The Board of Supervisors of the Louisiana Community and Technical College System reserves the right to enter into Executive Session in accordance with R.S. 42.16-17.*

A. Call to Order by Committee Chair

Chair Mount called the September, 2017, LCTCS Board of Supervisors Audit Committee meeting to order at 9:03 a.m.

B. Pledge of Allegiance

Chancellor Tommy Warner led the group in the Pledge of Allegiance.

C. Roll Call

Chair Mount appointed Supervisors Woody Ogé, Zachary Hitt, and Darell Richardson to the Audit Committee for the purposes of the day's meeting.

Board Coordinator, Sara Kleinpeter conducted the roll call with the following results:

Members Present

Absent

Staff Present

Helen Carter
Zachary Hitt
Willie Mount
Woody Ogé
Darell Richardson

Joe Potts
Paul Price, Jr.
Craig Spohn

Monty Sullivan Joe Marin
Sara Kleinpeter Emily Campbell
Michael Redmond René Cintron
David Helveston
Leo Hamilton
Chancellor Jimmy Sawtelle
Chancellor Natalie Harder
Chancellor Tommy Warner
Chancellor Willie Smith

D. Approval of Minutes of June 14, 2017 Meeting

On motion by Supervisor Ogé, seconded by Supervisor Carter, the Audit Committee of the LCTCS Board of Supervisors voted to approve the June 14, 2017, meeting minutes. The motion carried.

E. Report on Current Projects

Michael Redmond provided an update on current projects. He noted that two of his staff auditors have left LCTCS since the last meeting. Their replacements have been hired and are beginning to work. There



*Changing Lives,
Creating Futures*

Monty Sullivan
System President

Officers:

Timothy W. Hardy
Chair

Vacant

First Vice Chair

Stephen Toups
Second Vice Chair

Members:

Tari T. Bradford
Helen Bridges Carter
Erika McConduit
Willie Mount
Michael J. Murphy
N. J. "Woody" Ogé
Joe Potts
Paul Price, Jr.
Stephen C. Smith
Mark D. Spears, Jr.
Craig Spohn
Vincent St. Blanc, III
Charles Strong

Student Members:

Zachary Hitt
Darell Richardson

Louisiana
Community
& Technical
College System

265 South Foster Drive
Baton Rouge, LA 70806

Phone: 225-922-2800

Fax: 225-922-1185

www.lctcs.edu

were three reports issued by the Louisiana Legislative Auditor in August; the summaries of the reports will be sent to the Board in the near future. The three colleges that LLA issued reports for are Central Louisiana Technical Community College, Northwest Louisiana Technical College, and Fletcher Technical Community College.

Currently, there are several audits being conducted by the internal audit department.

- Investigating overtime and compensatory time at the colleges.
- Aiding in the claims process and investigation for the Flying Tigers Aviation Program at Louisiana Delta Community College.
- The financial aid issue at Bossier Parish Community College has been investigated and is near complete by the Office of the Inspector General. A representative from the inspector general indicated to Mr. Redmond that an indictment of multiple people will be issued by the end of September or early October. Dr. Sullivan noted that the IG complemented BPCC staff for catching the anomaly and fraud and swiftly taking action to make sure the appropriate agencies could investigate.
- The IG contacted Mr. Redmond about a claim at Baton Rouge Community College that Board members' salaries were being paid with student funds dedicated to technology on campus. Mr. Redmond and internal audit reviewed all transactions from this fund dating back to 2014 and found that no Board members' salaries were being paid with this fund. The fund was used to pay salaries for IT related positions, mostly student workers, along with equipment and software.

F. Presentation of Quality Assurance Review report

Mr. Redmond introduced Ryan Babin with LASERS and Bruce Janet with the UL system. Mr. Babin and Mr. Janet conducted an independent evaluation of the LCTCS Internal Audit department's Self Assessment. They determined that the LCTCS Internal Audit department generally conforms to the standards of internal audit, the highest ranking available. Throughout the process Mr. Redmond and staff identified weaknesses that have room for growth and areas of improvement. Mr. Babin and Mr. Janet feel that the internal audit department is well set up for successful growth. To them, it is clear that the President, Board, and senior leadership are supportive of the internal audit department.

G. Questions and Other Business

Board Counsel, Leo Hamilton, updated the committee on the Civil Rights Investigation that the LCTCS and College websites are not ADA Compliant to those who are visually impaired. This is the first time that the Office of Civil Rights has had to deal with a statewide system and is understanding in the amount of time that it will take to become fully compliant. LCTCS is working with the colleges to comply with the agreement with the Office of Civil Rights to educate employees and update websites to be ADA Compliant. Mr. Joe Marin noted that this is an issue that will be ongoing and will require lots of work to prove our compliance annually. The online component of the compliance will be labor intensive. LCTCS will provide supporting documentation for training and updating to the Office of Civil Rights.

Dr. Sullivan thanked Mr. Redmond and Mr. Marin for their work on the Civil Rights claim. He understands the importance of this project and how much time the two gentleman have spent to make it correct.

H. Adjournment

On motion by Supervisor Hitt, seconded by Supervisor Richardson, the Audit Committee of the LCTCS Board of Supervisors adjourned at 9:32 a.m.