Minutes

Committee Members Present: Gale Castillo, Margaret Kirkpatrick, Rick Miller, Chair Pete Nickerson, and President Wiewel (ex-officio, non-voting)

Other Trustees Present: Tom Imeson, Sho Dozono, Lindsay Stewart, and Christine Vernier

PSU Staff present included: Jason Abbott, Andria Johnson, Don Forsythe, Jennifer Kahl, David Reese, Kevin Reynolds, David Terry, and Shelley Winn

1. CALL TO ORDER/ROLL/DECLARATION OF QUORUM

Chair Nickerson called the meeting to order at 3:06 pm and the Board Secretary took roll. A quorum was present, and the meeting, having been duly convened, was ready to proceed with business.

2. CONSENT AGENDA
   a. APPROVAL OF MINUTES FROM SEPTEMBER 1, 2016 MEETING

Chair Nickerson submitted the consent agenda for approval.

ACTION: Castillo moved to approve the consent agenda. Miller seconded. The motion passed unanimously.

3. DRAFT ANNUAL FINANCIAL REPORT 2016

Jean Bushong and Jake Huolihan of CliftonAllenLarson LLP presented the draft annual financial report for 2016. The presentation included responsibilities under US Generally Accepted Auditing Standards (GAAS), results of the audit (financial statement and single audit), and required communications. Please see the PowerPoint presentation for additional commentary and detail.
4. **Internal Audit Update**

David Terry reviewed the eight planned projects for fiscal year 2017. He reported on the status of the following audits in progress: Risk Management, Clery Action Compliance and CPSO, and Property Management. The number of hotline cases and types of cases were reviewed as well as a comparison of PSU’s number of cases and the industry standard. Terry reported that the following audits have been completed: 1) Contracted Testing for Annual Financial Statement Audit; 2) Capital Projects and Construction; and 3) Background Check Controls. Please see the [PowerPoint presentation](#) for additional detail and statistics.

5. **Adjourn**

With no further comments or questions from the committee, Chair Nickerson adjourned the meeting at 4:46 pm.