



MINUTES OF THE AUDIT COMMITTEE MEETING (PUBLIC SESSION)

FRIDAY, JUNE 18, 2021

Minutes of the Audit Committee Meeting (public session) of the Niagara Catholic District School Board, held on June 18, 2021 electronically in compliance with Education Act Section 207 and Ontario Regulation 463/97 Section 5.1(2).

The meeting was called to order at 10:08 a.m. by Chair, Kathy Burtnik.

A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayer was led by Chair, Kathy Burtnik.

2. Roll Call

Committee Member	Present	Present Electronically	Absent	Excused
Kathy Burtnik		✓		
Rhianon Burkholder			✓	
Leanne Prince		✓		
Mario Falvo		✓		
Louie Finelli		✓		

Resources to the Audit Committee were in attendance:

Camillo Cipriano, Director of Education
Giancarlo Vetrone, Superintendent of Business and Financial Services
Rosa Rocca, Controller of Business and Finance
Grant Frost, Chief Information Officer
William Mancini, IT Engineer
Mark Ferri, Administrator of Purchasing Services
Jenny Baker, Regional Internal Audit Manager
John Forte, Regional Internal Audit Team
Andrea Eltherington, Senior Internal Auditor
Melanie Dugard, Grant Thornton LLP

Staff in attendance:

Shari Bush, Recording Secretary/Administrative Assistant, Business and Financial Services

3. Introduction of new trustee committee members

Chair, Kathy Burtnik introduced Leanne Prince and Rhianon Burkholder as the new Trustee Committee Members.

4. Approval of the Public Agenda of June 18, 2021.

Moved by Trustee Leanne Prince_

Seconded by Mario Falvo

THAT the Niagara Catholic Audit Committee approve the Agenda of the Audit Committee Meeting (Public Session) of Friday, June 18, 2021.

CARRIED

5. Declaration of Conflict of Interest

No Declarations of Conflicts of Interest were declared with any items on the agenda.

6. Approval of Minutes of the Audit Committee Meeting (Public Session) of November 27, 2020

Moved by Mario Falvo

Seconded by Louie Finelli

THAT the Niagara Catholic Audit Committee approve the Minutes of the Audit Committee Meeting (Public Session) of November 27, 2020.

CARRIED

B. REPORTS

1. Regional Internal Audit Status Report

1.1 Annual Independence Assertion

Jenny Baker presented the Annual Independence Assertion in the Regional Internal Audit Status Report to the committee members.

2. 2020-2021 Audit Seven Month Engagement Letter

Giancarlo Vetrone presented the 2020-2021 Audit Seven Month Engagement Letter to the committee members.

C. BUSINESS IN CAMERA

Moved by Trustee Leanne Prince

Seconded by Mario Falvo

THAT the Niagara Catholic Audit Committee move into the In Camera Session

CARRIED

The Niagara Catholic Audit Committee moved into the In Camera Session of the Committee Meeting at 10:19 a.m. and reconvened at 10:45 a.m.

D. FUTURE MEETINGS

Next Audit Committee Meeting is Friday, September 24, 2021 at 10:00 a.m.

E. ADJOURNMENT

Moved by Trustee Leanne Prince

Seconded by Louie Finelli

THAT the June 18, 2021 meeting of the Niagara Catholic Audit Committee be adjourned.

CARRIED

The Niagara Catholic Audit Committee Meeting was adjourned at 10:47 a.m.