



MINUTES OF THE AUDIT COMMITTEE MEETING (PUBLIC SESSION)

FRIDAY, SEPTEMBER 24, 2021

Minutes of the Audit Committee Meeting (public session) of the Niagara Catholic District School Board, held on September 24, 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 10:03 a.m. by Director Camillo Cipriano.

A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayer was led by Camillo Cipriano.

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, Secretary/Treasurer
Giancarlo Vetrone, Superintendent of Business and Financial Services
Rosa Rocca, Controller of Business and Finance
Jenny Baker, Regional Internal Audit Manager
John Forte, Regional Internal Audit Team
Andrea Eltherington, Senior Internal Auditor
Melanie Dugard, Grant Thornton LLP
Chris Guglielmi, Grant Thornton LLP

Staff in attendance:

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

3. Election of Chairperson for the Fiscal Year 2021-2022

Director Camillo Cipriano called for nominations for the position of Chair of the Audit Committee.

Kathy Burtnik nominated Mario Falvo.

No other nominations were made.

Director Camillo ask Mario if he wished to accept the position of Chair of the Audit Committee. Mario Falvo accepted the election.

4. Approval of the Public Agenda of September 24,2021

Moved by Kathy Burtnik

Second by Leanne Prince

THAT the Niagara Catholic Audit Committee approve the Agenda of the Audit Committee Meeting (Public Session) of Friday, September 24, 2021 as presented.

CARRIED

5. Declaration of Conflict of Interest

5.1 Declaration of Conflict of Interest Form (2021-2022)

Declaration of Conflict of Interest Form will be filled out by Committee Members and email to Shari Bush.

5.2 Declaration of Conflict of Interest re: Agenda (verbal)

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)

6.1 June 18, 2021

Moved by Kathy Burtnik

Second by Leanne Prince

THAT the Niagara Catholic Audit Committee approve the Minutes of the Audit Committee Meeting (Public Session) of June 18, 2021 as presented.

CARRIED

B. REPORTS

1. Regional Internal Audit Status Report

1.1 2021-2022 Education and Training Plan

Jenny Baker presented the Training Plan and Summary to the committee members.

2. Ministry of Ontario Memorandum 2021:SB18

Giancarlo Vetrone presented the 2021:SB18 Memorandum to the committee members.

C. BUSINESS IN CAMERA

Moved by Leanne Prince

Seconded by Louie Finelli

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 10:10 a.m. and reconvened at 11:11 a.m.

D. FUTURE MEETINGS

Next Audit Committee Meeting is Wednesday, November 24, 2021

E. ADJOURNMENT

Moved by Kathy Burtnik

Seconded by Leanne Prince

THAT the September 24, 2021 meeting of the Niagara Catholic Audit Committee be adjourned.
CARRIED

The Niagara Catholic Audit Committee Meeting was adjourned at 11:12 a.m.