

**Jonathan H. Gardner, Esq., Audit Committee Chair:** Good afternoon, everyone. It's November 9<sup>th</sup> and welcome to this meeting of the DASNY Audit Committee. Before we start, Kim, would you like to take the roll call?

**Kimberly A. Ellis, Chief Financial Officer:** Sure, thank you. For this meeting we have the following Audit Committee Members present:

Jonathan H. Gardner, Esq., Audit Committee Chair  
John B. Johnson, Jr., Committee Member  
Beryl L. Snyder, J.D., Committee Member  
Joan M. Sullivan, Committee member

In addition, we have the following Board Members:

Alfonso L. Carney, Jr., Esq., Chair of the Board  
Gerard Romski, Esq., Board Member  
Wellington Z. Chen, Board Member  
Janice McKinnie, Board Member  
Tracy Raleigh, Designated Representative of the Commissioner of Health, Board Member (*ex officio*)

**Chairman Gardner:** Thank you, Kim. Mike, there's a legal notice that I think we need to take care of.

**Michael E. Cusack, Esq., General Counsel:** Thank you, Chair Gardner. On March 7, 2020, Governor Cuomo declared a disaster emergency in the State of New York due to the outbreak of the novel coronavirus, or COVID-19. Pursuant to Governor Cuomo's subsequent Executive Order 202.1 dated March 12, 2020, as extended most recently by Executive Orders 202.72, today's meeting of the Audit Committee of the Dormitory Authority of the State of New York, or DASNY, is being conducted telephonically and by video conference.

Executive Order 202.1, as extended, provides, in relevant part, that Article 7 of the Public Officers Law, known as the Open Meetings Law, is suspended through October 4, 2020 to the extent necessary to permit any public body to meet and take such actions authorized by the law without permitting in public in-person access to meetings and authorizing such meetings to be held remotely by conference call or similar service, provided that the public has the ability to view or listen to such proceeding and that such meetings are recorded and later transcribed.

At the time of the Board mailing, Staff anticipated an extension of Executive Order 202.1 to encompass today's Audit Committee Meeting. For the record, I'd like to confirm that Governor Cuomo signed Executive Order 202.72, dated November 3, 2020, continuing the suspension of the Open Meetings Law for an additional 30-day period through and including December 3, 2020.

The location of today's Conference Call and Video Conference Meeting of the DASNY Audit Committee is designated as the DASNY Headquarters, 515 Broadway, Albany, New York, where

I and several other members of DASNY are located. Notice of this meeting has been posted in the standard locations that are publicly accessible. Notice has also been prominently posted on the DASNY.org public website. In accordance with EO 202.1 (as extended) and the DASNY Bylaws, an audio and video recording of this meeting will be accessible from DASNY's website ([www.dasny.org](http://www.dasny.org)) not later than two business days after the close of this meeting, and today's proceedings will also be transcribed and posted as soon thereafter as is reasonable and practicable under the circumstances.

**Chairman Gardner:** Thank you, Mike. Behind Tab five of your Meeting book, if you haven't had a chance to look at the minutes in advance, the Minutes for the June 23<sup>rd</sup> meeting are there. I'm hoping we can approve them now. Has everyone had a chance to look at that? Are there any comments or objections to those minutes? I'm hearing none, and given the way the Zoom meetings operate, I'm going to take it that we're all good with those minutes. Can I have a motion to approve those minutes?

**Joan M. Sullivan, Committee Member:** I make the motion to approve the minutes.

**Chairman Gardner:** Joan, thank you.

**Beryl L. Snyder, Committee Member:** I will second.

**Chairman Gardner:** Beryl, thank you very much. Do I hear any objection to approving the minutes? Hearing none, the minutes are approved.

We are going to cover the Annual Audit Committee Charter review. I'm not aware of any recommendations to the Charter. Mike, do you want to say anything about that?

**Mr. Cusack:** For the record, Mr. Chairman, Staff has reviewed the Charter document that's included in the packet and has no recommended changes for the Audit Committee to consider at this time. If the Audit Committee concurs, we will note that for the record and move on. Otherwise, if there are any comments feel free to note them at this stage. Thank you.

**Chairman Gardner:** Any comments? Hearing none, our guest stars are with us today, Marie Zimmerman and Jeff Koch. I'm afraid that I'm handing you an audience that has just come off of a Finance Committee meeting. They're all exhausted, but I'm not, and I'm ready to listen attentively. Marie, would you like to talk about the audit plan for this year?

**Marie Zimmerman, Lead Engagement Partner, KPMG:** I would. Thank you, Jon. Good afternoon, Chairman, Members of the Audit Committee and Board. As Jon noted, my name is Marie Zimmerman. I know most of you know me pretty well. I am the returning lead audit partner and I'm here today with Jeff Koch and we are going to be presenting KPMG's March 31, 2021 Audit Plan. I had hoped to maybe share our slides for today, but I believe it is in your book so I'll be referencing the pages that we are on.

Moving directly to page one: this is the second year of our five-year contract, and KPMG continues to be committed to delivering exceptional client experience. We want to have a strong audit quality

by making it an experience of working closely with Management to be transparent in that coordinated effort. Throughout the audit we'll continue being as productive as possible by having ongoing communication with Management as we conduct the audit and also providing insight to Management throughout the audit period.

On slide two are little bubble graphics of our agenda for today. We are trying to make it as exciting as possible, so instead of bullet points they are now in circles. Today, we're going to cover the scope of our audit, as well as a required communication. But it wouldn't be a presentation without talking about COVID. COVID is on everyone's mind and as you know, it's evolving daily. Now, there may be a potential vaccine as of this morning.

KPMG's economists are assuming a weak global condition. They are assuming very slow U.S. growth with low inflation and that, if needed, Federal action will occur to keep long-term interest rates as low as possible to spur growth within the economy. KPMG's projection of the 10-year US Treasury bond is to be just above 1% by December 2023. We are a little bit skeptical compared to the industry average, which is just under 2%. I say that because we're going to continue to evaluate the impacts that COVID has on the economy and therefore the downstream impact that it may have on DASNY. We are planning to conduct our audit consistent with last year's in that we will be continuing our professional skepticism throughout the audit of the information received, assuming that we have to work remotely again. We will continue to have ongoing meetings with Management to make that evaluation of what is safe and best for everyone, but we feel confident, just as we did in the previous audit, that despite working remotely, we will be able to have an effective audit with those ongoing communications.

Moving to slide four, last year we talked a little bit about our vision of modernizing our audit. We've been able to use this opportunity of the pandemic to step back and really focus on that vision. We implemented a shared service solution that DASNY Management utilized last year to be able to provide data back and forth in a very secure manner. We believe that's only the beginning. We're going to continue to increase our technology and capabilities to have that ongoing communication with Management in real time through data and technology.

I am pleased to present, on slide five, your audit team. I will be continuing as Lead Audit Partner, but I don't think anyone could do this audit without Jeff Koch, returning now for over 10 years. He will be supported by Grace Finley, as our Senior Associate returning and also we'll have the two KPMG Associates, Ami and Jennifer returning. All of our specialists have already been on the DASNY engagement and will continue to support us.

This year we do plan to use two MWBE firms. We will continue to use Long Island Financial Management Services and we are looking to bring on a second firm of Valles Vendiola. We have not worked with them in the past, so we are planning on utilizing the two firms for this one year of transition and will continue to evaluate it. That was something I provided in our RFP process, that we will make every effort to utilize MWBEs and will continue to ensure that we're meeting DASNY's goals with that initiative, while maintaining our audit quality.

With that, I'll turn it over to Jeff Koch to go through our required Audit Committee communications.

**Jeff Koch, Lead Audit Senior Manager, KPMG:** Thank you. Marie. Good evening, everybody.

I'm going to start on to slide seven which is in our required audit communications, which is a summarization of some of the key elements we're required to communicate to the Audit Committee in accordance with the auditing standards. Of interest, in specific, we'll highlight a couple things on this page. First is our scope of audit. Consistent with the past, our audit of the basic financial statements of DASNY as of March 31, 2021, will be performed in accordance with auditing standards generally accepted in the United States of America and the standards of financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, typically referred to as "*Government Auditing Standards*." Performing an audit of the financial statements does include the consideration of internal controls over financial reporting, as a basis for designing our audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion over the effectiveness of those internal controls. And this is similar to, in the past, how we performed the audit.

In addition to just that audit, we will also perform an examination of DASNY's compliance with the requirements of Part 201.3 of *Title Two the Official Compilation of Codes, Rules and Regulations of the State of New York*, in accordance with the attestation standards established by the American Institute of Certified Public Accountants and the standards applicable to attestation engagements contained in *Government Auditing Standards*. The objectives of this engagement will be to express an opinion in a written independent auditors' examination report as to whether DASNY complied, in material respects, with the specific requirements referenced above.

The second item we want to highlight are the deliverables. There are five key deliverables we're used to seeing. The first is the Auditors' report on the basic financial statements with the accompanying required supplementary information, within a tentative anticipated issue date of June 23, 2021. The second is the Report on Internal Control Over Financial Reporting and Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*. This is typically referred to as the Yellow Book report. The third is our auditor's report on your supplementary information – those stand-alone schedules that DASNY puts together. The fourth is the report on compliance with the requirements of Section 201.3 of *Title Two of the Official Compilation of Codes, Rules and Regulations of the State of New York*. And lastly, will be the letter to the Audit Committee communicating matters covered by AU-C 260, *The Auditor's Communication With Those Charged With Governance*. If necessary, we will issue a Management Letter of any matters we identify that require communication to the Board and to Management. And lastly, we will perform the audit over the 22 individual DASNY financial statements for the bond resolutions and issue our reports on or about September 30, 2021.

Slide eight is just a summarization of a few of the upcoming slides, so we're going to skip past that and move into slide nine. This is just for informational purposes of materiality in the context of our audit. We consider materiality in the preparation and fair presentation of the basic financial statements. It includes a lot of judgments from the auditor, including judgments in light of surrounding circumstances. It is both qualitative and quantitative, and it's determined based on professional judgment and affected by the auditor's perceptions of the financial information needs

of users of the financial statements. So for these purposes, that's your various bond offerings out there as well as the State of New York.

Moving to slide 10, this is a presentation of our audit timeline, which remains relatively consistent with what we've presented in the past. We're currently in the planning and risk assessment phase, which will run through the end of the year. Here we'll meet with Management to obtain and update an understanding of DASNY's environment; make inquiries of various individuals such as the Audit Committee and others within DASNY, including Management; work on coordinating our plan with Internal Audit; communicate the audit plan as we're doing today; and start to identify some of the key IT systems that we'll need to rely on as part of this audit.

For our interim period of time, it will start in January and typically run through March. That's where we evaluate the design and implementation of DASNY's entity level controls and process level controls as well as those key controls within DASNY's IT systems. We perform walkthroughs and identify the process risk points of certain processes, as well as continuing on with our risk assessment procedures to identify any additional risks that may come up during that timeframe. Risk assessment is really an ongoing process. What we talked about in the beginning phase of this audit is an ongoing process that really does hit all four phases of the audit and continues to evaluate, especially in light of the current COVID economic environment out there.

From April to June will be our year end test work procedures. We will complete our evaluation of the various controls that have been identified, the IT controls and process level controls; perform our substantive audit procedures; evaluate the results of those procedures, including any control deficiencies or audit misstatements identified; and review financial statement disclosure information, wrapping up with the presentation to the Audit Committee and perform our required communications. While that is the majority of the work, there is still some work we have to do after that, which is the wrap up of the DASNY individual financial statements and that work is typically performed from July through September, on an annual basis.

Moving to page 11: this is the start of our key areas of audit focus and these have remained relatively consistent with what you've seen in the past. The key areas of focus start with cash and investments. We will perform confirmation of cash and investment balances as of March 31, 2021. We will perform 100% confirmation related to DASNY's State debt and individual bond issuances, and then with the residual population we'll use a statistical sampling approach to select a sample to in order to give us the adequate audit coverage that we would need for that area. Related to marketable securities, we'll perform price testing over all those based on independent pricing sources, as well as review DASNY's presentation in the disclosures of GASB Statement Number 72, *Fair Value Measurements*. And lastly, we'll evaluate the procedures over investments for compliance with the requirements of Section 201.3.

With leases and loans receivable, we will perform tests of details on components of the rollforward such as debt repayments, construction fund disbursements and other activity during the year, as well as review the collectability of these balances as of March 31, 2021 taking in to consideration any issues related to the COVID pandemic and ability to repay and things of that nature on those bonds.

For bonds and notes outstanding, we will send third-party confirmations for these balances and our approach will be consistent with that which we apply for the cash and investment procedures. We will agree those balances to the individual restricted financial statements as well as the amortization schedules that DASNY relies upon. We'll perform substantive procedures over interest on bonds and financing income as well as the corresponding balance sheet accounts. And we'll perform substantive procedures over defeased bonds and notes to ensure compliance with requirements of GASB Statement Number 7 and GASB Statement Number 23. Lastly, we'll review the accounting again for GASB Statement Number 86 and GASB Statement Number 88, which will be new for DASNY this year; we'll talk about that in a little bit.

With regards to accounts payable and accrued expenses: as is typical, we'll perform a search for unrecorded liabilities subsequent to year-end and through the end of our fieldwork and evaluate Management's assessments; and perform tests of the details and analytical procedures over various accrual accounts, such as your construction accrual and other significant liabilities. With Payroll and Human Resources, we'll perform substantive analytical procedures over the payroll and human resource expenses.

Moving on to the next slide we have your OPEB liability, which is one of the more significant liabilities on DASNY's books that we look at. We obtain the actuarial confirmation from your actuary related to the obligation and involve our KPMG specialists that will assist the Audit team in evaluating the assumptions utilized by DASNY in the calculation of that OPEB obligation. We'll also review the GASB Statement Number 75 disclosures and required communication matters within your financials.

Lastly, we have the financial statement preparation and disclosure, where we will do various procedures such as confirming the interest rate swaps that are directly outstanding with the counterparties, obtain third-party attorney confirmations to ensure all liabilities are appropriately recorded if necessary, and review the accounting of GASB Statement Number 68 as it relates to DASNY's pension share with the New York State and Local Employees Retirement System. The last two items we have are about our IT control testing and Tax specialist, and we'll talk about those in a couple slides.

**Ms. Zimmerman:** Thank you, Jeff. On slide 13 is our approach to fraud risk. As your external auditors, our responsibility is to plan and perform an audit to provide reasonable assurance that material misstatements are detected, whether caused by error or fraud. So we focus on exercising professional skepticism and executing on our fundamental audit procedures and collating robust evidence from Management that align with our professional standards. We do this to seek and detect material misstatements as a result of fraud. We do consider fraud risk associated with Management override and we will design audit procedures around journal entries to mitigate that fraud risk to an acceptable level.

**Mr. Koch:** Thanks Marie. I'm going to move on to slide 14 which is the involvement of others in our audit and consistent with the past, we intend to utilize Internal Audit this year. We will utilize them for 160 hours of assistance and we will coordinate with Kathy to schedule that and determine effective planning and ensure all timely communications of information to be able to meet the required deadlines at the end of the audit.

The second highlighted bullet here is our Technology Assurance group, which has previously been referred to as the IRM Specialist. This group is utilized as part of our audit to understand and test the significant IT processes and controls. They focus on reviewing the relevant IT environments and perform a review of the technology risk and controls. Listed down near the bottom of that section, we have the systems that would be in scope which include the JD Edwards system, the SunGard application, and the SQL servers that relates to the bank reconciliation discrepancies report that we test as part of the investment reconciliation process that DASNY has.

As I mentioned before, we also have the use of our Actuarial Specialist that will be involved in review of the post-employment and other employee benefit obligations to ensure conformity with requirements of GASB 75 and the reasonableness of key assumptions selected by DASNY in that valuation. Lastly, we'll involve the use of our Tax Specialist who will perform a review of DASNY's tax-exempt status to ensure nothing has occurred that would disqualify DASNY's tax status, which typically is not an issue given you're a governmental entity. With that, I'll turn it over to Marie to go through some of the new accounting pronouncements.

**Ms. Zimmerman:** Thank you, Jeff. If this presentation hasn't been exciting enough, now we get to go through the new GASB pronouncements. The good news is, with COVID, GASB did postpone the implementation of a lot of the pronouncements for last year. It gave Management a reprieve and they were able to issue their statements on time.

With that said, for this year under audit, March 31, 2021, GASB Statement Number 88, *Certain Disclosures Related to Debt, Including Direct Borrowings and Direct Placements*, will be required. We have started working with Management. We believe that this is going to have a low impact to DASNY, as it will be mostly footnote-related disclosures. The GASB Board decided that state and local governments had inconsistencies related to the risk of their government credit profile. So the main purpose of this GASB is to bifurcate the identification of bonds outstanding that were offered for public sale versus those that were not offered for public sale, or direct borrowings and direct placements - those terms that were negotiated directly. So now you'll have the disaggregation of those two types of debt within the footnote disclosures of DASNY. All the other remaining disclosures of future minimum payments will still be required, but now will be between the two presentations.

Looking forward to March 2023, you'll have leases and the conduit debt standard; we've included two slides on those today. We have discussed those in the past and will be continuing to work with Management as they implement the leasing standard and the conduit obligations, on the impact that it will have for DASNY.

**Chairman Gardner:** I'm interested. Are we moving in a direction where the DASNY financials will truly be DASNY financials, or will they continue to include all of the State debt that we issue?

**Ms. Zimmerman:** Under GASB 95 it will still have the State debt that you issue; the debt that would be removed is truly the conduit debt, the private issuances, those would only be footnote disclosure. So you're still going to have this kind of gross-up effect. In addition, when you bring on the new leasing standard as well as GASB 96 with the subscription-based information

technology, those two standards also have a gross-up effect on DASNY's balance sheet because you'll be recognizing the intangible assets as well as a liability.

**Chairman Gardner:** Okay. Thank you.

**Ms. Zimmerman:** So if you want to call that the true nature of DASNY, that's what the future will look like.

**Chairman Gardner:** I'm just going to reserve. Go ahead.

**Ms. Zimmerman:** Going back, just to summarize: GASB 93 is applicable for March year-end 2023. If the replacement of the Interbank Offered Rate as the global reference rate is reformed as it was approved, it is expected that the LIBOR rate will cease to exist in 2021. As DASNY has hedge accounting and derivatives, that will impact those hedges, which currently under GASB 53 require that if there is a change in the hedge accounting, including the rate, that would terminate the hedge. However, the good news is GASB has given a reprieve with 93 saying that the replacement of the reference rate, either by changing the reference rate or adding another fallback, does not trigger the termination event for purposes of applying 53. So that's good news; there wouldn't be a necessary requirement triggering event in your derivatives solely because of LIBOR ceasing to exist in the future. GASB 97 is related to different compensation plans; that does not have a significant impact on DASNY. The last one was GASB 94, which won't be applicable until 2024. But that's related to public-private and public-public partnerships or availability payments; currently DASNY does not enter into any of those. It is not an option per state law at this point in time. We will continue to work with management monitoring state law if any of those have changed. That concludes my presentation on new and emerging accounting pronouncements. Does anyone have any other questions on those?

Moving along to slide 20, this is a slide on our independence. KPMG evaluates our independence, in fact and appearance, in accordance with AIC and GAO standards. We evaluate any non-audit services prior to proposing an RFP or prior to entering into those services and if any had created threats to independence that could not be mitigated by safeguards, we will not be proposing on those opportunities. At this point in time, I'm not aware of any opportunities that I've evaluated that would create threats to our independence. In addition to looking at any services that we provide to DASNY, we also look at close relationships. And again, at this point in time, in fact and appearance, I'm not aware of any that would create a threat to our independence.

Moving to slide 21 is a listing of the responsibilities. As we have noted in previous audits, the audit of the financial statements does not relieve management or those charged with governance of their responsibilities. Management's responsibilities are noted in the far left-hand column with KPMG and other responsibilities noted in the other columns. These are consistent with the standards and consistent with our previous presentations.

So now, moving to slide 22: this is a list of inquiries that, in accordance with Auditing Standard 260, your external auditors are required to be made aware of if you have knowledge of any of this information. I was going to say, we can do that in Executive Session, if you have any. If we're not going to go into Executive Session, my information is on the back of this presentation, please



feel free to reach out to me if any of these questions trigger something for you that you believe I should be aware of as your external auditor.

That concludes our presentation for today. Does anyone have any questions?

**Chairman Gardner:** Thank you, Marie and Jeff.

Our next item is an Internal Controls Report from Karen Ehlinger.

**Karen E. Ehlinger, Manager, Internal Control Analysis:** Thank you, Mr. Chair, I would like to provide my annual Internal Control update.

With regard to DASNY's internal control program, specifically our control self-assessment process is ongoing. We have been working on that program since 2004. Since my last report to the Audit Committee, five control self-assessments have been completed or updated. Those include disaster recovery, investments, grants, information security and opportunity programs. We currently have four control self-assessments in process, and that includes HR onboarding, recruiting and job descriptions and three in the procurement area: construction contracts, professional services and purchasing. I'm also working with Management to select other control self-assessments to either start fresh and do a new control self-assessment or to update a previously completed control self-assessment.

In addition, we continue to work on outstanding observations identified in completed control self-assessments, whether it be the five recently completed, or control self-assessments completed prior to that. These observations are internal recognition identified by the functional units themselves to improve the control environment. For example, this past weekend disaster recovery testing was performed and four observations from the disaster recovery control self-assessment will be closed.

Does anyone have any questions on the control self-assessments at this point?

Internal control training is required on an annual basis and DASNY continues to rely on the GOER training to meet our annual requirement. We do not have GOER training as of right now, but we are hopeful that GOER will roll out training before the end of our fiscal year. In addition to our internal control training program, we have an internal control steering committee and we meet on a regular basis. Those meetings are an integral component of our internal control program; they bring together Executive Management, along with the Director of Internal Audit and the Internal Control Officer, to discuss does DASNY's internal control program. We held four meetings during the 2019-20 fiscal year, and our next meeting is scheduled for December.

**Paul G. Koopman, Vice President:** Jon, did you have a question?

**Chairman Gardner:** I've got a quick question. Did you say internal control Board training?

**Ms. Ehlinger:** No, internal control training. We're required to do internal control training for staff on an annual basis.

**Chairman Gardner:** I was getting excited, I thought I was going to get training.

**Ms. Ehlinger:** If you would like training, Jon, we can certainly arrange that.

Our internal control assessment process: on an annual basis, as many of you may be aware, but we do have some new Board members, we complete an annual Internal Control Certification. It is required as part of our annual Authority Budget Office reporting, and I'm happy to report that we did submit as part of the ABO report in June 2020. In that certification, we noted that DASNY is fully compliant with all assertions in that document.

In addition, to support the Internal Control Certification, which is signed by DASNY's President, management employees are asked to sign certifications to support his signature on the Internal Control Certification. Those certifications are tailored to each signer's responsibilities and no exceptions were noted during the last fiscal year.

We receive 47 signed certifications for the 2019-20 fiscal year, including 11 first-time signers. We worked with management of each of the functional units to ensure that the signers understood what they were signing and that they were comfortable and understood, if they had exceptions, how to go about reporting them.

That concludes my report. Does anyone have any questions?

**Chairman Gardner:** Thank you, Karen.

**Ms. Ehlinger:** Thank you, Jon.

**Chairman Gardner:** Kathy, would you like to give an overview of Internal Audit?

**Kathy D. Ebert, Senior Director, Internal Audit:** Thank you Mr. Chair. The Internal Audit Department Charter and Standards for the Professional Practices of Internal Auditing require certain communications to be made the Audit Committee on an annual basis.

Those communications of the Internal Audit department include our independence and objectivity; conformance with the IAA code of ethics and standards; and the purpose, authority and responsibility of our department. Annually, the internal audit team members complete an independence and objectivity statement and affirm to the best of their knowledge, whether they're aware of any potential threats that might impair independence and objectivity and they acknowledge that they're required to report any future impairment if and when it occurs. I'd like to note that there have been no impairments noted to date.

The Internal Audit department's purpose, authority and responsibility is reflected in the Internal Audit Charter, which was last reviewed in May 2020. Briefly, the purpose of the department is to provide independent and objective assurance and consulting services; to add value and to improve DASNY's operations; and to comply with Public Authorities Law, Article 9, Title 8, which says the internal audit function shall evaluate the authority's internal controls and operations, identify

internal control weaknesses that have not been corrected, and make recommendations to correct those weaknesses. Are there any questions before I move on?

Now let's turn to the Internal Audit Report please, starting with the key highlights. The key highlights reflect a summary of our activities, the key engagements we've completed over the past seven months, as well as the audit team's profile, reflecting our years of audit work experience. I'll go through these areas in more detail as we move through the discussion.

Moving to the next page, I would like to highlight some recent events in our department. First, Mamadou Barry is our newest member of the team. He joined us as an internal auditor in February 2020 right before we were sent to work home due to the pandemic, but we're very pleased to have him as a team member. I also wanted to congratulate another team member Greg Maisenbacher, who has been with DASNY internal audit since 2018. He passed the Certified Internal Auditor exam in July and the Certification in Risk Management Assurance exam this past month in October and now holds both those designations, so congratulations to Greg. I'd also like to note some specific audit departmental topics that are more appropriate for Executive Session which will be discussed when the overview is completed.

Next, let's take a look at the progress of our Audit Plan. Overall, there are eight engagements that have been completed, three in process and seven not yet started. We have two advisory reviews on the plan and one follow-up engagement. Also, as part of our QAIP or quality assurance improvement program, we completed the internal audit process portion. We did not have any significant concerns or recommendations as a result of that review.

At this time, I'd like to request to go into Executive Session. Jon?

**Chairman Gardner:** May I have a motion to go into Executive Session to discuss the financial history of a particular corporation and matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation?

**Ms. Snyder:** So moved.

**Ms. Sullivan:** Second.

**Chairman Gardner:** Thank you, Beryl and Joan. All in favor, aye. We're going to stop the tape.

### **Executive Session**

### **Return to Public Session**

**Chairman Gardner:** Welcome back. I'd like to note that we have just concluded an Executive Session and that no action was taken in Executive Session, other than to return to the Public Session. Is there any other business to come before this meeting? Hearing none, could I have a motion to adjourn?

**Ms. Sullivan:** So moved.

**Ms. Snyder:** I'll second.

**Chairman Gardner:** Joan, Beryl seconded. All in favor, aye. Any opposed? We are adjourned. Thank you, everybody.

The Audit Committee Meeting adjourned at 6:15 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Ricardo Salaman". The signature is fluid and cursive, with a long horizontal stroke at the end.

Ricardo Salaman  
Assistant Secretary