

MEETING AGENDA

Meeting: Audit & Risk Committee
Date: July 30, 2020
Time: 9:00 AM
Location: online via webinar and teleconference
Teleconference: (844) 740-1264 / Meeting Number: 133 944 4474 # / Attendee Number: #
<https://alaskamentalhealthtrust.org/>
Trustees: Anita Halterman (Chair), Verné Boerner, Rhonda Boyles, Chris Cooke, Laraine Derr, Ken McCarty, John Sturgeon

Thursday, July 30, 2020

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9:00	<u>Call Meeting to Order (Anita Halterman, Chair)</u> Roll Call Announcements Approve Agenda Ethics Disclosure Approval of Minutes – January 3, 2020	4
9:05	Audit Planning and Committee Consultation <ul style="list-style-type: none">Bikky Shrestha, BDO Anchorage Office	
9:25	Planning item Development of a Risk Management Plan – Carol Howarth, CFO	7
9:30	Adjourn	

Future Meeting Dates

Full Board of Trustee / Program & Planning / Resource Management / Audit & Risk / Finance

(Updated – July 2020)

- Full Board of Trustee August 26-27, 2020 (Wed, Thu) – Anchorage

- Full Board of Trustee November 18-19, 2020 (Wed, Thu) – Anchorage

- Audit & Risk Committee January 6, **2021** (Wed)
- Finance Committee January 6, **2021** (Wed)
- Resource Mgt Committee January 6, **2021** (Wed)
- Program & Planning Committee January 6, **2021** (Wed)
- Full Board of Trustee January 27-28, **2021** (Wed, Thu) – Juneau

- Audit & Risk Committee April 21, **2021** (Wed)
- Finance Committee April 21, **2021** (Wed)
- Resource Mgt Committee April 21, **2021** (Wed)
- Program & Planning Committee April 21, **2021** (Wed)
- Full Board of Trustee May 26, **2021** (Wed) – TBD

- Program & Planning Committee July 27-28, **2021** (Tue, Wed)
- Audit & Risk Committee July 29, **2021** (Thu)
- Resource Mgt Committee July 29, **2021** (Thu)
- Finance Committee July 29, **2021** (Thu)
- Full Board of Trustee August 25-26, **2021** (Wed, Thu) – Anchorage

Future Meeting Dates Statutory Advisory Boards (Updated – May 2020)

Alaska Mental Health Board / Advisory Board on Alcoholism and Drug Abuse

- Executive Committee – monthly via teleconference (Second Wednesday of the Month)

Governor’s Council on Disabilities and Special Education

- Sep. 29-30, 2020 – Anchorage/ZOOM
(possible pre/post-meeting for Autism Ad Hoc and/or Workgroup on FASD)
- February 2021 Juneau/ZOOM

Alaska Commission on Aging

- Aug 10-14, 2020 – Quarterly Meeting (Teleconference / Zoom)
- August 2020 – Rural Outreach Trip (tentative)

ALASKA MENTAL HEALTH TRUST AUTHORITY

AUDIT & RISK COMMITTEE

January 3, 2020

8:30 a.m.

Taken at:

**3745 Community Park Loop, Suite 120
Anchorage, Alaska**

Trustees Present:

Anita Halterman, Chair
Mary Jane Michael
Ken McCarty
Chris Cooke
Laraine Derr (via Speakerphone)
Verne' Boerner

Trust Staff Present:

Mike Abbott
Steve Williams
Miri Smith-Coolidge
Kelda Barstad
Luke Lind
Michael Baldwin
Carrie Predeger
Katie Baldwin-Johnson
Jimael Johnson
Valette Keller
Eric Boyer
Autumn Vea

Trust Land Office:

Wyn Menefee
Jusdi Doucet

Also participating:

Bikky Shrestha

PROCEEDINGS

CALL TO ORDER

CHAIR HALTERMAN called the meeting to order and began with a roll call. She acknowledged the trustees that were present and stated that Trustee Sturgeon was absent. She asked for any announcements. There being none, she moved to approval of the agenda.

APPROVAL OF AGENDA

Alaska Mental Health Trust Authority

1 Audit & Risk Committee Meeting Minutes

MOTION: A motion was made to approve the agenda by TRUSTEE BOERNER; seconded by TRUSTEE MICHAEL.

There being no objection, the MOTION was approved.

CHAIR HALTERMAN asked for any ethics disclosures. There being none, she moved to approval of the minutes from the August 1, 2019, meeting.

APPROVAL OF MINUTES

MOTION: A motion to approve the minutes of August 1, 2019, was made by TRUSTEE COOKE; seconded by TRUSTEE DERR.

There being no objection, the MOTION was approved.

CHAIR HALTERMAN moved to the audit report.

AUDIT REPORT

MS. MORRISON introduced Bikky Shrestha, the audit partner from BDO. She stated that he would be doing the audit presentation, and then there will be a motion to accept the audit.

MR. SHRESTHA briefly went through the audit wrap-up document and then explained some of the items in the financial statements. He stated that the audit of the financial statements was completed as of June 30, 2019. The audit was conducted in accordance with auditing standards generally accepted in the United States of America and in accordance with Government auditing standards. He continued that unmodified is the highest level of assurance that can be received. It is a clean opinion. He congratulated the Trust this year because this is the earliest that the audit has been done in a long time. He added that all records and information requested by BDO was freely available for inspection, and management's cooperation was excellent throughout the whole process. He explained that the Generally Accepted Auditing Principles require the most significant accounting policies and procedures to be disclosed in the financial statements. He stated that there were no changes in significant audit policies and practices in 2019. He continued that in the future there will be a couple of new changes coming through; the most significant is leasing. He added that there were no issues in the quality of the Trust financial reporting process. He then went through some of the highlights of the financial statements, explaining as he went along.

CHAIR HALTERMAN moved to the motion.

MOTION: A motion that the Audit & Risk Committee recommends that the Board of Trustees approve the FY2019 Financial Audit was made by TRUSTEE BOERNER; seconded by TRUSTEE McCARTY.

After a roll-call vote, the MOTION was passed unanimously (Trustees Derr, Michael, Cooke, Boerner, McCarty, and Halterman).

MR. ABBOTT thanked Mr. Shrestha and the team at BDO for their work, as well as Mr. Stemp for getting the process started, and for Sarah finishing as the acting CFO.

MOTION: A motion to adjourn the Audit & Risk Committee was made by TRUSTEE COOKE; seconded by TRUSTEE BOERNER.

There being no objection, the MOTION was approved.

(Audit & Risk Committee meeting adjourned at 9:07 a.m.)

AUDIT & RISK COMMITTEE CHARTER

Trustee Roles Include:

- Ensure systems are in place to conduct a forward-looking analysis of organization risk
- Annually review the organization's risk management plan

RISK MANAGEMENT PLAN

- FINANCE
- HUMAN CAPITAL
- OPERATIONS
- TECHNOLOGY
- REPUTATION
- PHYSICAL
- GOVERNANCE
- MANAGEMENT

