

**TEXAS ANIMAL HEALTH COMMISSION
AUDIT SUBCOMMITTEE MEETING MINUTES
June 23, 2020**

Item 1: Welcome and Call to Order by Vice-Chair

Vice - Chairman Leo Vermedahl called the meeting to order at 8:10 am.

Item 2: Roll Call for Commissioners

The vice chairman called the roll of commissioners present at the meeting. There was one commissioner present, Commissioner Vermedahl, and one commissioner attending via teleconference, Commissioner Eggleston. Chairman Leathers was not in attendance. A quorum was present.

Item 3: Roll Call for Public Participants Providing Public Comment

The vice chairman also gave instructions to remote participants and explained the public comment process at this audit sub-committee meeting.

Due to Governor Greg Abbott's March 13, 2020 proclamation of a state of disaster affecting all counties in Texas due to the Coronavirus (COVID-19) and the Governor's March 16, 2020 suspension of certain provisions of the Texas Open Meetings Act, this meeting of the Texas Animal Health Commission audit subcommittee was held by teleconference as authorized under Texas Government Code section 551.125. The vice chairman asked that all attendees microphones be muted until such time as public comment is requested or the individual is called upon to speak. Also, because this meeting was held by live audio and teleconference, all individuals were asked to identify themselves by first and last name, and indicate if they represent themselves or an organization before speaking. Any individual who requested to speak on a specific agenda item or during the public comment period was instructed to press *3 to "raise their hand" signifying they wished to speak. At that time they would be unmuted one at a time and provided with their opportunity to speak and once finished placed on mute again. Once done speaking, participants were asked to press *3 to "lower their hand".

There were no public participants.

Item 4: Approval of Minutes

It was moved to approve the minutes of December 10, 2019 Audit Sub-Committee Meeting Minutes.

An opportunity for public comment was offered and instructions for unmuting lines and for the speaker to identify themselves was detailed. There was no public comment.

The minutes of the December 10, 2019 meeting were **APPROVED**.

Item 5: Cash Disbursement Audit Internal Audit

Mr. Monday N. Rufus, P.C. presented the conducted internal audit of the Cash Disbursements (including a follow-up to: Comptroller's Post-Payment Audit Recommendations, dated August 1, 2018) at the Texas Animal Health Commission (Commission) as of June 12, 2020. The objectives

were to determine the reliability and integrity of information, compliance with policies, procedures, laws, and regulations, efficiency and effectiveness of operating procedures, and safeguarding of assets. The results of the audit disclosed that the Commission has implemented procedures and controls over the cash disbursement processes. Mr. Rufus commended management for implementing most of the audit recommendations made in the Texas Comptroller of Public Accounts Post-Payment Expenditure Audit report and encouraged them to continue to make concerted efforts to ensure any required corrective actions are implemented.

Commissioner Vermedahl asked what prompted the original audit by the Comptroller's Office. Mr. Rufus illustrated that the Comptroller's office audit was part of standard procedures to which all state agencies are subject.

An opportunity for public comment was offered and instructions for unmuting lines and for the speaker to identify themselves was detailed. There was no public comment.

The motion to **APPROVE** the Cash Disbursements (including a follow-up to: Comptroller's Post Payment Audit Recommendations, dated August 1, 2018) Audit Report passed.

Item 6: Public Comment

A final opportunity for public comment was offered and instructions for unmuting lines and for the speaker to identify themselves was detailed. There was no public comment.

Item 7: Adjournment

The meeting was adjourned at 8:24am.