



August 17, 2016

NOTICE TO RESIDENTS OF THE MILWAUKEE AREA
TECHNICAL COLLEGE DISTRICT, WISCONSIN

A regular open meeting* of the **ADVISORY AUDIT COMMITTEE** of the Milwaukee Area Technical College District Board, Wisconsin, will be held in the **BOARD ROOM, (ROOM M210)**, of the **MILWAUKEE AREA TECHNICAL COLLEGE**, 700 West State Street, Milwaukee, Wisconsin on **THURSDAY, AUGUST 18, 2016**, beginning at **2:00 P.M.*** The agenda** for said meeting is presented as follows:

A. Roll Call

B. Compliance with the Open Meetings Law

C. [Approval of Minutes, June 23, 2016 - Attachment 1](#)

D. Comments from the Public

E. Action Items

F. Discussion Items

1. New Committee Membership Update
2. External Audit Update
3. Internal Audit Update
4. Advisory Audit Committee Draft Charter Review

G. Information Items

H. Old Business/New Business

Date of Next Meeting: TBD, MATC Board Room, M210

Committee Members: Dull, Wieland

*** Other members of the MATC Board may be present, although they will not be participating as members of this committee. This meeting may be conducted in part by telephone. Telephone speakers will be available to allow the public to hear those parts of the proceedings that are open to the public.**

**** Action may be taken on any agenda item, whether designated as an action item or not. Agenda items may be moved into Closed Session for discussion when it becomes apparent that a Closed Session is appropriate under Section 19.85 of the Wisconsin Statutes. The Committee may return into Open Session to take action on any item discussed in Closed Session.**

*Reasonable accommodations are available through the ADA Office for individuals who need assistance.
Please call 414-297-6610 to schedule services at least 48 hours prior to the meeting.*



Attachment AAC - 1

MILWAUKEE AREA TECHNICAL COLLEGE DISTRICT BOARD ADVISORY AUDIT COMMITTEE June 23, 2016

CALL TO ORDER

The regular meeting of the Milwaukee Area Technical College District Board Advisory Audit Committee was held in open session on Thursday, April 14, 2016, and called to order by Mr. David Dull at 3:04 p.m. in the Board Room, M210, at the Downtown Milwaukee Campus of Milwaukee Area Technical College.

ITEM A. ROLL CALL

Present: David Dull, Bane Thomey, Tom Wieland

ITEM B. COMPLIANCE WITH THE OPEN MEETINGS LAW

Proper notice of the meeting had been given in compliance with the Wisconsin Open Meetings Law.

ITEM C. APPROVAL OF MINUTES, April 14, 2016 – Attachment 1

The minutes were approved without objection.

ITEM D. COMMENTS FROM THE PUBLIC

None.

ITEM E. ACTION ITEMS

None.

ITEM F. DISCUSSION ITEMS

F-1 External Audit Update

Discussion: Mr. Jeffrey Hollow, interim vice president, Finance, and the committee discussed the timeline of this year's external audit and future Advisory Audit Committee meetings to coincide with audit activities throughout the year.

F-2 Internal Audit Update

Discussion: Brian Kubik, internal audit manager, Administration provided an internal audit update. Mr. Kubik stated that one of the key items was performing a compliance review in the fourth quarter. He indicated that due to size, it has been broken down into two reviews, and he anticipates completing the first one in July.

F-4 Advisory Audit Committee Draft Charter Review

Discussion: Mr. Kubik presented a newly proposed charter which has been received well by the

Advisory Audit Committee

Minutes of April 14, 2016

Page 2

committee. Mr. Dull explained that he expects the charter to be finalized in August.

ITEM G. INFORMATION ITEMS

None.

ITEM H. OLD BUSINESS/NEW BUSINESS

Date of Next Meeting: TBD

ADJOURNMENT

The meeting adjourned at 4:08 p.m.

Respectfully submitted,

Heather J. Perkins

Administrative Specialist to the Vice President of Finance