

## RECORD

### AUDIT AND LEGAL COMMITTEE

7.30.2012, 10 a.m., Little Rock Headquarters

The meeting was called to order by the ALC Chairman and outgoing Committee Chair, Commissioner Pickard, who noted the presence of members Commissioners Faris, Campbell, Engstrom, and Lamberth, and of Commissioners Frazier, Hammons, Malone and Shipp. Also present were Director Woosley, Auditor Brown and staff members Baldrige, Vick, and others.

Commissioner Pickard called for election of officers, and by motion of Commissioner Faris, seconded by Commissioner Lamberth, Commissioner Campbell was nominated for the position of Committee Chair. The nomination was approved without dissent. Commissioner Campbell asked for nominations for Vice Chair. By motion of Commissioner Lamberth, seconded by Commissioner Faris, Commissioner Engstrom was nominated as Committee Vice Chair. The nomination was approved without dissent.

Internal Auditor Matt Brown briefed the Committee, noting in his report that he was moving two items into the 2013 Fiscal Year. Commissioner Lamberth remarked on his notation that 1600 hours would be required, and asked if this was on items that should have been completed on or soon after June 30, 2012. Auditor Brown confirmed. He noted that the complete turnover in Internal Audit will by its nature produce a certain loss of efficiencies in projects that were underway, and said he would revisit today's plan later in the year with the Committee, likely during the September 17 meeting. By motion of Commissioner Lamberth, seconded by Commissioner Engstrom, the Committee voted without dissent to move the two projects to FY2013 (see document).

Auditor Brown informed the Committee that the Personnel Committee had approved, pending the Audit and Legal Committee approval, of upgrading the support position in his division from a C112 to a C122. He said that he believed a CPA or experienced accountant in that position was needed. By motion of Commissioner Faris, seconded by Commissioner Lamberth, the position change was approved without dissent.

Commissioner Engstrom commented on the delegation of duties, and Commissioner Faris recommended that Assistant Attorney General Readnour enlighten the Commission on the matter.

The meeting was adjourned.