



*Changing Lives,
Creating Futures*

Monty Sullivan
System President

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Stephen Toups
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Paul Price, Jr.
First Vice Chair

Willie L. Mount
Second Vice Chair

Members:

Tari T. Bradford
Helen Bridges Carter
Timothy W. Hardy
Alterman L. "Chip" Jackson
Erika McConduit
Michael J. Murphy
Joe Potts
Stanton W. Salathe
Stephen C. Smith
Mark D. Spears, Jr.
Craig Spohn

Student Members:

Samantha Rushlow
Shanco "Shawn" Williams

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LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM

Louisiana Community & Technical College System Audit Committee Meeting Wednesday, December 11, 2019 9:00 a.m.

The Louisiana Building
Baton Rouge Community College
201 Community College Drive, Baton Rouge, Louisiana 70806

** The Board of Supervisors of the Louisiana Community and Technical College System reserves the right to enter Executive Session in accordance with R.S. 42.16-17.

MINUTES

A. Call to Order by Committee Chair

Acting Chair Mount called the December 11, 2019, LCTCS Board of Supervisors Audit Committee meeting to order at 9:00 a.m.

B. Pledge of Allegiance

Supervisor Mount led the group in the Pledge of Allegiance.

For the purposes of today's meeting, Chair Mount appointed Supervisors Smith, Salathe and Rushlow as members of the Committee.

C. Roll Call

Sara Kleinpeter called roll with the following results:

Members Present

Audit Cmt:
Willie Mount
Helen Carter
Chip Jackson
Craig Spohn
Stevie Toups

Absent

Joe Potts
Tari Bradford

Staff Present

Monty Sullivan
Joe Marin
Mike Redmond
Leo Hamilton
Chancellor Tina Tinney
Chancellor Dale Doty
Sara L. Kleinpeter
Gena Doucet
Jeff Fleming

Other Members:

Stan Salathe
Stevie Smith
Samantha Rushlow
Shanco Williams

D. Approval of Minutes of August 14, 2019 Meeting

On motion by Supervisor Spohn, seconded by Supervisor Rushlow, the Audit Committee of the LCTCS Board of Supervisors voted to approve the August 14, 2019, meeting minutes. The motion carried.

- E. Issued Reports
 - 1. Legislative Auditor
 - 2. Internal Audit

Mr. Mike Redmond reviewed the summary of reports issued by the Legislative Auditor and LCTCS's Internal Audit department that were shared via email. He congratulated NTCC for having no findings this year. Other colleges did receive findings, but none were major issues. Two findings were of concern: One related to one-time payment to employees which appeared like bonuses but were not. The second is related to the criminal case at BPC that was handled by the Inspector General – the finding related to not immediately reporting a case that required a great deal of investigation.

There was a phishing email scam focused on employees giving up their online Banner credentials that allowed for changing of bank accounts and other items. That function has been suspended online and better protections are being put in place. The phishing attack impacted thirteen people in the system, and seventeen financial transactions. The System continues to train employees for increased online security, including implementing a two-factor identification process for employees to access Banner as an added security measure.

- F. Projects In-Progress

Mr. Jeff Fleming reviewed the ongoing projects. No issues were found in investigation of the elected officials who are employee at LCTCS. Nunez Community College requested the aid of IA in property audit and the department found a few areas that could be strengthened. There was an analysis of the input, processes and outputs of positions at Nunez that would become vacant, in hopes to help the college be able to hire the best candidate for the role.

- G. Questions and Other Business

Joe Marin provided a fiscal health update on college financials.

Dr. Sullivan spoke to the committee about the constant war on cybercrimes and how the System is handling the threats.

Mr. Redmond reminded members to complete their annual ethics training by December 31, 2020.

Nunez Community College Chancellor Tina Tinney thanked Mr. Redmond and the Internal Audit staff for their support and guidance.

- H. Adjournment

On motion by Supervisor Toups, seconded by Supervisor Spohn, the Audit Committee of the LCTCS Board of Supervisors adjourned at 9:36 a.m. The motion carried.