



**Changing Lives,  
Creating Futures**

Monty Sullivan  
*System President*

**Officers:**

Paul Price, Jr.  
*Chair*

Willie L. Mount  
*First Vice Chair*

Alterman L. "Chip" Jackson  
*Second Vice Chair*

**Members:**

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

**Student Members:**

Josh Couvillion  
Jack Waguespack Almeida

Louisiana  
Community  
& Technical  
College System

265 South Foster Drive  
Baton Rouge, LA 70806

Phone: 225-922-2800  
Fax: 225-922-1185

[www.lctcs.edu](http://www.lctcs.edu)

*Minutes of 6.9.21 Mtg as Approved on 8.11.21*

## LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM

### LCTCS Board of Supervisors Audit Committee Meeting MINUTES

Wednesday, June 9, 2021  
9:00 a.m.

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

Meeting will be broadcast for public interest.

For live streaming, visit this link: <https://www.youtube.com/GoLCTCS>

There is an opportunity for public comment prior to an item being considered on the agenda. Public comments may be made in the following three ways: (1) Prior to the meeting until 5:00 pm on Tuesday, June 8, 2021: via email to [mediarelations@lctcs.edu](mailto:mediarelations@lctcs.edu) or by this [online form](#), (2) During the meeting via open conference call at (877) 810-9415; Access Code 6499147#, OR (3) At the following broadcast location: The Louisiana Building, Baton Rouge Community College 201 Community College Drive, Baton Rouge, Louisiana 70806.

Any public comments received virtually will be read during the meeting by the board secretary or a designee. All public comments must include an agenda item number, a name, and a brief statement. Public comments are limited to three minutes per comment.

\*\*\*The LCTCS Board of Supervisors will hold a meeting at 10:00 a.m. on Wednesday, June 9, 2021.

\*\*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.

LCTCS President, Dr. Monty Sullivan welcomed all to the June meeting of the LCTCS Board of Supervisors Audit Committee and asked Board Coordinator, Sara Landreneau Kleinpeter to review a few items with Board members.

Ms. Kleinpeter reviewed the following items with Board members:

- The meeting is being live streamed online, please be mindful of that.
- You may view board items via the links posted on the LCTCS Website.
- Members, please state your name when making a motion.
- Public comments can be made during today's meeting via open conference call at (877) 810-9415; Access Code 6499147#. That information is in the notice of meeting posted on the LCTCS website – [lctcs.edu](http://lctcs.edu)

- Any public comments received will be read during the meeting by the board secretary or a designee. All public comments must include an agenda item number, a name and a brief statement. Public comments are limited to three minutes per comment.
- This meeting will need to adjourn by 9:50 in order to accommodate the timely start of the 10 am Board meeting.

A. Call to Order by Committee Chair

**Chair Spohn calls the June 9, 2020, LCTCS Board of Supervisors Audit Committee meeting to order at 9:01 a.m.**

B. Pledge of Allegiance

**Supervisor Salathe led the group in the Pledge of Allegiance.**

C. Roll Call

Ms. Kleinpeter called roll with the following results:

<u>Members Present (via Zoom)</u>	<u>Absent</u>	<u>Staff Present</u>	
Craig Spohn	Tari Bradford	Monty Sullivan	Joseph Marin
Paul Price, Jr.	Rhoman Hardy	Michael Redmond	Leo Hamilton
Willie Mount*		Katie Waldrop	Gena Doucet
Helen Carter		Sara L. Kleinpeter*	
Stanton Salathe			
Chip Jackson		Jimmy Sawtelle	Larissa Steib
		Vincent June	

\* denotes participation via Zoom.

D. Approval of Minutes of December 9, 2020 Meeting

**On motion by Supervisor Jackson, seconded by Supervisor Salathe, the board voted to approve the meeting minutes of December 9, 2020, as presented. The motion carried following a roll call vote.**

#### E. Year End Report on FY 2020-2021 Audit Plan

Mr. Redmond reviewed the Year End Report on the FY 2020-21 Audit Plan. The Year End report was issued in advance by email for the committee's review. He noted that nine projects were initially identified by the plan. Three of the nine projects are completed or in progress and seven reports were issued from these three projects completed. One is in progress with completion by the end of the calendar year. One project was requested by college management and is in progress. It should be completed by the end of the fiscal year. IA researched and responded to numerous special requests regarding ethics regulations, accounting procedures, internal controls and allegations of fraud. Additionally, IA monitored LCTCS employees about required annual training and the LCTCS Board of Supervisors regarding required financial disclosures.

There continues to be a focus on remote access security – including digital signature, work from home procures for login security, data protection, device issuance.

#### F. Legislative Auditor Reports

Central Louisiana Technical Community College Chancellor Jimmy Sawtelle reported about the most recent audit conducted by the LLA. He noted that due to the best practices shared with them from other colleges or the System office helped to ensure that CLTCC had an audit with no findings.

COO Marin reviewed the current and recent Auditor Reports from the Louisiana Legislative Auditor. There were five issued: Bossier Parish Community College, CLTCC, Baton Rouge Community College, South Louisiana Community College and Delgado Community College. During the timeframe, there was a change in leadership at the LLA. Michael Waguespack was appointed as the legislative auditor of the LLA. There may be changes in the way the LLA reports and conducts audits in the future. We will work with the changes as they arise.

President Sullivan noted that the change in leadership at LLA is indicative by the legislators that the organization and its method of audit engagement needed a change. LCTCS will work with the revised organization in a way that is beneficial for all parties.

#### G. Questions and Other Business

Board Coordinator Kleinpeter noted that there were no requests for comments by the public.

There were no questions and no additional business presented to the Committee.

#### H. Adjournment

**On motion by Supervisor Carter, seconded by Supervisor Salathe, the meeting adjourned at 9:44 a.m.**