

Audit Committee

Regular Meeting Minutes

DATE & TIME: June 20, 2017 – 4:45 PM
LOCATION: KL Binder Library, Sixth Floor, County Office Building
PRESIDING OFFICER: Kenneth J. Ronk, Jr., Chairman
LEGISLATIVE STAFF: Amber K. Feaster
PRESENT: Legislators Richard Gerentine, and Tracey Bartels
ABSENT: Legislators Mary Beth Maio, Hector S. Rodriguez
QUORUM PRESENT: Yes
OTHER ATTENDEES: Sheriff Paul Van Blarcum; Evan Gallo, Deputy Comptroller; Ken Crannell, Deputy County Executive

Chairman Ronk called the meeting to order at 4:54 PM

Motion No. 1: To authorize the Legislative Fiscal Analyst to work directly with the Department of Purchasing in order to finalize and publish the Request for Proposal (RFP) for Agreed Upon Procedures (AUP) for the Family Court Capital Project.

Motion Made By: Legislator Gerentine
Motion Seconded By: Legislator Bartels

Discussion: Committee members discussed the Request for Proposal (RFP) for Agreed Upon Procedures (AUP) for the Family Court Capital Project which was prepared by the Legislative Fiscal Analyst. Specific matters discussed included the timeline of the RFP and hiring process, the timeline of the Family Court Capital Project, whether the “Prevailing Wage Rates” disclosure is applicable to the RFP, whether the “Extension of Prices” disclosure is applicable to the RFP, the timing of invoicing, and the weights of Evaluation Criteria.

Legislative Fiscal Analyst to contact Purchasing with committee questions and follow up with the committee regarding answers and changes to the RFP prior to finalization.

Voting in Favor: Chairman Ronk, Legislators Gerentine, and Bartels
Voting Against: None
No. of Votes in Favor: 3
No. of Votes Against: 0
Disposition: Approved

Committee members discussed the process of going out to bid for the Ulster County Soil & Water Conservation District external financial audit. Desire was expressed for a program analysis for the purpose of making adjustments to the Conservation’s processes to be more comparable to those of other Counties. The committee was in agreement that a program analysis would be beneficial, but stated that a financial audit is the primary focus for the immediate term.

Legislator Bartels to follow up with the committee to confirm approval from the Soil & Water board.

Legislative Fiscal Analyst to draft a Request for Proposal for a financial audit of the Ulster County Soil & Water Conservation District.

New Business: None

Old Business:

Sheriff Paul Van Blarcum stated that he has received the committee's questions and that he hopes to provide answers to those questions by the end of the weekend.

There being no further business before the Committee, a motion was made by Legislator Gerentine, seconded by Legislator Bartels and carried to adjourn the meeting at 5:14 PM.

Dated the 23rd Day of June, 2017

Amber Feaster, Fiscal Analyst

Minutes Approved On: August 1, 2017