

**MARYSVILLE FIRE DISTRICT
BOARD OF DIRECTORS SPECIAL MEETING
October 31, 2016**

CALL TO ORDER

Amanda Robinson, Assistant Audit Manager for the Washington State Auditor's Office began the audit exit conference at 9:33 am.

The following were in attendance:

Board of Directors:

Donna Wright	Marilyn Sheldon
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Staff Members:

Martin McFalls, Fire Chief	Chelsie McInnis, Finance Manager
Jeff Cole, Deputy Chief	Joyce Savage, Human Resource Manager
Paula DeSanctis, Secretary	Terry Matsumura, Medical Services Administrator

Guests:

Amanda Robinson, Assistant Audit Manager, SAO
Lingyun Zhou, Audit Lead, SAO

2014-2015 Washington State Auditor's Office Exit Conference

Ms. Robinson discussed the scope of the District's audits. The audits in general consisted of two separate audits, one for the District's accountability for the period beginning January 1, 2014 and ending December 31, 2015 and the other for the District's financial statements for January 1, 2015 through December 31, 2015.

Ms. Zhou expressed her appreciation to the administrative staff for their help throughout the audit. She gave special recognition to Finance Manager McInnis for her organization and well-kept records. She thanked Chelsie for making herself available and her quick response to requests.

Ms. Zhou reported that the accountability audit performed found that the District operations complied with applicable requirements and provided adequate safeguarding of public resources. The District also complied with state laws and regulations and their own policies and procedures in the areas that were examined. She also reported that the District's financial statements were a fair representation of the District's operations and contained no instances of noncompliance.

Ms. Zhou reported that both audit results exhibited no findings or management letters. There are three minor housekeeping recommendations that are included in the report. Two of the three items were remedied while the auditor was on site.

Ms. Robinson concluded the meeting by informing the District of their next audit scheduled to be conducted in fall of 2017. The audit will cover the 2016 fiscal year for both accountability and financial. The estimated cost for the next audit is \$11,000.00 plus travel expenses.

ADJOURNMENT

With no further action required, the Board of Directors adjourned at 10:00 am.

Martin McFalls

Martin McFalls
District Secretary

11/17/16

Date approved