

**MINUTES of  
PUBLIC MEETING HELD on MAY 9, 2011, 9:00 a.m. JWB Room #183  
FOR THE EVALUATION OF AUDIT SERVICES RESPONSES**

PRESENT: The Honorable Bob Dillinger, member of the Finance Committee; Lisa Sahulka, Director of Performance Management; Sue Walterick, Finance Director; Lynn De la Torre, Accountant; Danielle Berche, Associate Finance Director; and Pam Needham, Fiscal Analyst.

Sue Walterick opened the meeting with a discussion of the process. Each reviewer was asked to call out their score for the audit firm being reviewed. Pam Needham recorded the scores on a spreadsheet that was projected on a screen for the reviewers' observation.

The audit firms were reviewed in alphabetical order as follows:

1. Carr, Riggs & Ingram, LLC
2. CBIZ/KRMT Mayer, Hoffman, McCann, PC
3. Cherry, Bekaert & Holland, LLP
4. Crowe Horwath, LLP
5. Powell & Jones, CPA
6. Purvis Gray & Company, LLP

As each firm was completed by the reviewers, discussion ensued in regard to any reviewer's findings and any large variances in scores. A larger discussion was held regarding the firm of Carr, Riggs and Ingram, whose proposal did not include a mandatory item of information regarding their personnel's CPE's within the last 2 years. Another discussion occurred regarding the firm of Powell and Jones who had an incomplete form (#3 Sworn Statement on Public Entity Crimes) which was signed but unchecked in the required area of the form.

The final scores of each firm were completed. The reviewers then were shown the Summary page with the results. Sue Walterick compiled the results and will describe the process in a memo for the Finance Committee meeting on May 23<sup>rd</sup>, where the final review will occur, and the item will move forward for Board approval on June 9, 2011.

Respectfully submitted,

Sue Walterick