

# Meeting Book - 2021 April 15 Audit Committee Meeting

## MEETING AGENDA - April 15, 2021 at 12:30pm

### I. Zoom Meeting Information

Call in: 1-312-626-6799

Meeting URL: <https://unh.zoom.us/j/93143352959>

Meeting ID: 931 4335 2959

If you need assistance or have trouble connecting please call 603-862-0918 or email [tia.miller@usnh.edu](mailto:tia.miller@usnh.edu)

### II. Audit Committee Members

Alexander Walker, Chair, Wallace R. Stevens, Vice Chair, Amy Begg, M. Jacqueline Eastwood, Shawn Jasper, Governor Sununu

### III. In the Unlikely Event of a Zoom Call Failure

The committee meeting will reconvene using these teleconference call-in numbers:

Call: 1 877 228 3100

Participant Code: 638408

### IV. Call to Order

- A. Determination of a quorum sufficient for the conduct of business
- B. Determination of a quorum sufficient for the conduct of business
- C. Determination of conditions necessary for the conduct of a telephonic meeting

12:30-12:35 pm

### V. Approval of Consent Agenda Items

MOVED, that the Consent Agenda Items be approved.

- A. Approve Minutes of January 21, 2021 Meeting
  - 1. January 21, 2021 AC Draft Minutes
- B. Accept Internal Audit Reports Issued
  - 1. USNH Purchasing Card and Disbursement Transactions Match Audit Report
  - 2. UNH Mandatory Fees Audit Report
- C. Accept UNH NCAA Agreed Upon Procedures Report
  - 1. 2020 UNH NCAA Agreed Upon Procedures Report

12:35-1:05 pm

### VI. Items for Committee Consideration and Action

A. Approve appointment of CliftonLarsonAllen (CLA) as external auditors and CLA's Fiscal Year 2021 audit plan covering USNH financial statements and federal awards under the Uniform Guidance (15 min)  
MOVED, on recommendation of the Chief Administrative Officer, that CliftonLarsonAllen LLP be confirmed as the external auditor for the University System of New Hampshire to provide audit services related to activities of fiscal year ending June 30, 2021.

- 1. CLA FY21 Audit Plan
- 2. Motion sheet - CLA external auditors
- 3. CLA FY21 Draft Engagement Letter - USNH Audit

B. Enterprise Risk Management (ERM) Annual Report and Assignment of Risks (15 min) \*Please note: no campus reports this time.  
MOVED, on recommendation of the Chief Administrative Officer, that the Audit Committee recommends to the Executive Committee the

adoption of the following motion:

MOVED, on recommendation of the Audit Committee, the Executive Committee hereby formally assigns the top 10 systemwide risks identified in the 2021 annual ERM report to the appropriate Board committees, as specified in the attachment, for purposes of oversight.

1. USNH ERM Report
2. Committee Assignment List
3. Motion sheet - ERM process and roles

1:05-1:30 pm

#### **VII. Items for Committee Consideration and Discussion**

A. Receive USNH Council on Environmental Health & Safety Annual Report (20 min)

1. USNH EH&S AC Presentation
2. USNH EH&S Annual Report 2020

B. Review USNH Conflict of Interest Policies and Related Management Processes (5 min)

1. USNH Conflict of Interest Memo

1:30-1:40 pm

#### **VIII. Non-Public Session**

MOVED, that the Audit Committee go into non-public session for the purpose of discussing: (1) matters which if discussed in public would likely affect adversely the reputation of a person or persons, who are not members of this committee, (2) confidential, commercial, financial, and other information the disclosure of which would constitute a breach of privacy, and (3) consultation with legal counsel as authorized by RSA 91-A:2, I(b); 91-A:3, II(c), (i), and (l); and 91-A:5, IV.

#### **IX. Other Business**

- A. Chair or Committee comments
- B. Next scheduled meeting: June 24, 2021 at Granite State College in Concord
- C. Adjourn