

MINUTES OF THE REGULAR MEETING
OF THE
AUDIT COMMITTEE
WEST VIRGINIA HOUSING DEVELOPMENT FUND
December 16, 2020

A regular meeting of the Audit Committee of the West Virginia Housing Development Fund ("Fund") was held on Wednesday, December 16, 2020 via telephone. The telephone number was made available to the public in the Notice of Meeting of the Audit Committee posted on the Secretary of State website, on the Fund's website, and at the gate of the West Virginia Housing Development Fund. The meeting was called to order by Chair John Gianola, at 8:05 a.m., with the following members present throughout except where noted:

John Gianola, Chair
Josh Stowers, Representative for the
Honorable John Perdue, State Treasurer
Steven Travis, Representative for the
Honorable Patrick Morrissey, Attorney General

Staff Present:

Erica Boggess, Executive Director
Chad Leport, Division Manager - Accounting and Finance
Martha Lilly, Legal Assistant
Kelley Ridling, Senior Manager, Internal Audit
Lori Ryan, Executive Assistant
Kristin Shaffer, Senior Legal Counsel
Crystal Toney, Deputy Director - Administration

Others Present:

Anthony Carpenter – Brown Edwards
Staunton Gorrell – Brown Edwards
Samme Gee - Jackson Kelly PLLC
Kelley Goes – Jackson Kelly PLLC

CONSIDERATION/APPROVAL OF THE MINUTES OF
THE SEPTEMBER 23, 2020 MEETING

Representative Steven Travis moved for the approval of the Minutes of the September 23, 2020 regular meeting. His motion was seconded by Representative Josh Stowers, and, upon the affirmative vote of the three (3) members present, the Chair declared the motion adopted.

ACCEPTANCE AND APPROVAL TO RELEASE THE
FEDERAL AUDIT FOR FISCAL YEAR ENDING JUNE 30,
2020

Anthony Carpenter discussed a brief outline of the Audit schedule.

Staunton Gorrell explained the financial report and informed the Committee that the Audit Report is the same as the one that was issued in August 2020 with the addition of the Independent Auditor's Report over Financial Reporting and on Compliance and Other Matters, the Independent Auditor's Report on Compliance for Each Major Program and on Internal Control over Compliance Requested by the Uniform Guidance, and the Schedule of Findings and Questioned Costs. Mr. Gorrell noted that there were no significant deficiencies or material weaknesses to report and there were no issues of noncompliance.

Representative Travis moved to accept the Audited Financial Statements and to release the financial statements to the public. His motion was seconded by Representative Stowers, and, upon the affirmative vote of the three (3) members presented, the Chair declared the motion adopted.

INTERNAL AUDIT REPORT

Kelley Ridling presented the Internal Audit update.

ADJOURNMENT

There being no further business, Representative Stowers moved to adjourn the meeting. His motion was seconded by Representative Travis, and upon the affirmative vote of the three (3) members present, the Chair declared the meeting adjourned at 8:35 a.m.



Martha Lilly
Assistant Secretary