

**MINUTES**

**AUDIT COMMITTEE MEETING**

**PUBLIC SESSION**

**SAN ANTONIO, TX.**

**NOVEMBER 19, 2008**

**I. CALL TO ORDER:**

Janielle Lipscomb, Audit Committee Chairman called the meeting to order at 1:00 PM and welcomed the members and guests who were present.

**II. ROLL CALL:**

Present were the following members and guests:

OR Janielle Lipscomb	LA Laina Techow	MT Eugene Walborn
ID Randy Tilley	ID Reva Tisdale	ND Mary Loftsgard
ND Miles Vosberg	MN Keith Getschel	WV Andrew Glancy
KS Bryan Vargas	AL Mike Mason	AL Chris Sherlock
IL Dan Hall	WI Rick DeBano	MT Lee Baerlocher
OR Eric Smith	AK Mike Williams	MI Donna Donovan
DC Charles Wilson	AL Christy Vandevender	ND Cory Fong
MTC Les Koenig	MTC Harold Jennings	MTC Cathy Felix
MTC Jeff Silver	MTC Steve Yang	MTC Bruce Fort

**III. PUBLIC COMMENTS:**

There were no comments from members of the public present.

**IV. APPROVAL OF MINUTES OF PUBLIC SESSION TUCSON, AZ.**

The minutes from the Santa Fe, NM. public session held on July 29, 2008 were approved as submitted.

## **V. AUDIT DIRECTOR'S REPORT**

Les Koenig, MTC Audit Director issued a written report on the status of the Audit Program. The MTC Audit Program completed 4 and parts of 1 sales tax audits and 2 and parts of 3 income tax audits for fiscal year end 6/09.

Les also reported that an income tax auditor vacancy was filled with hiring of Terry Daehn former California Franchise Tax Board auditor in October. In addition a sales tax auditor vacancy was filled with a hiring of Ki Yun former Ohio auditor was hired with a starting date of November 3, 2008.

Les reported that the audit program continued work of updating the MTC Income and Sales Tax Manuals. There are two separate committees comprised of the Commission's Deputy Director, Audit Director, Audit supervisors and auditors meeting weekly to complete this work. The income tax staff will meet in December for training and sales tax staff will meet in February for training.

Les also reported that Tumbleweed software has been installed on all auditors' computers and the staff is now able to send secure emails to the states and taxpayers. Les tested the system with audit committee members and seemed to work well.

## **VI. NEW BUSINESS AND ADJOURNMENT**

There were no new business items and the open session meeting was adjourned at 1:25 PM.