

**AUDIT COMMITTEE MEETING
PUBLIC SESSION-Minutes**

CHARLESTON, S.C.

DECEMBER 9, 2015

I. CALL TO ORDER:

Frank Hales, Audit Committee Chair called the meeting to order at 8:30 A.M. and welcomed the members and guests who were present.

II. ROLL CALL:

Present were the following members and guests:

NAME	STATE OR AFFILIATION	NAME	STATE OR AFFILIATION
Dan Armer	NM	Marcia Oakman	KY
Steven Alvarez	GA	Matt Peyerl	ND
Lee Baerlocher	MT	Rouen Reynolds	AL
Ken Beier	MTC	Don Richardson	KY
Michael Christensen	UT	Kathleen Sher	NH
Julie Christensen	WI	Jeff Silver	MTC
Lennie Collins	NC	Michael Smith	DE
Chester Cook	GA	Randy Tilley	ID
Holly Coon	AL	Myles Vosberg	ND
Anita Degumbia	GA	Gene Walborn	MT
Cathy Felix	MTC	Dee Wald	ND
Bruce Fort	MTC	Tyler Wallace	OR
John Frasier	NH	Donna Whitcomb	NH
Michael Gamble	AL	Steve Wynn	ID
Keith Getschel	MTC	Steve Yang	MTC
Frank Hales	UT		
Helen Hecht	MTC	Michele Bartolomei*	NJ
Kory Hofland	MT	Karolyn Bishop*	WA
Joe Huddleston	EY LLP	Robert Conger*	NJ
Richard Jackson	ID	Anita Conner*	PA
Harold Jennings	MTC	Lee Evans*	NJ
Don Jones	OR	Andrew Glancy*	WV
Hal Jones	TN	Joan Grochala*	NJ
Daniel Keating	MTC	Patrick Kelly*	NJ
Jennifer McLoughlin	Bloomberg BNA	Scott Leary*	MO
Deanna Munds-Smith	AR	John McCarty*	MO
Judy Neal	IA	Mike Simmons*	NE

* Participated by telephone

III. PUBLIC COMMENTS:

There were no Public Comments.

IV. APPROVAL OF MINUTES PUBLIC SESSION:

The minutes of the public session of the Audit Committee meeting of July 27, 2015, in Spokane, Washington were approved with a motion by Lee Baerlocher.

V. AUDIT DIRECTOR'S REPORT

Keith Getschel, Audit Director, referred to his written report on the status of the Audit Program. For the fiscal year end, 6/30/16, the MTC Audit Program has completed parts of 7 income tax audits. They have also completed 3 sales tax audit and parts of 7 others. The proposed assessments for the fiscal year ended 6/30/16 through October 31, 2015 were \$28,927,858 for income tax and \$4,190,984 for sales tax.

Keith reported that New Hampshire joined the MTC audit program and he welcomed New Hampshire to the meeting.

Keith reported that the commission hired a new sales tax auditor in September, Bartt Stucki. Bartt came to the commission from the state of Utah. Keith also reported the retirement of Marie Plesko and thanked her for her many years of service to the commission. This vacancy has been posted and interviews will start the first week of January, 2016.

Keith reported on the training events audit staff participated in so far this fiscal year. Harold Jennings, Bob Schauer and Sam Moon conducted a "Statistical Sampling for Sales and Use Tax Audits" class September 21 through the 24th in Des Plaines, Illinois. Harold Jennings and Bob Schauer conducted a "Computer Assisted Audit Techniques using Excel" class in Trenton New Jersey, October 6th and 7th.

Keith reported that the MTC audit program supervisors and director met with Greg Matson, Helen Hecht and Bruce Forte on October 19, 2015 in Des Plaines, Illinois, to discuss audit issues and problems that had surfaced on some pending audits.

VI. STRATEGIC PLANNING PROCESS UPDATE

Keith reported that the Audit Phase 2 Planning Team had submitted to him recommended projects relating to the "Organizational Support Goal" Although

he has reviewed those recommendations he has not had a chance to discuss the proposals with Greg

VII. NEW BUSINESS AND ADJOURNMENT

There was no other new business to discuss and the public session was adjourned with a motion from Randy Tilley. The public session was adjourned at 9:10.