

SOUTH WHIDBEY FIRE/EMS

SPECIAL MEETING

**Fire Station 31
5535 Cameron Road Freeland, WA 98249
September 11th, 2014—4:30 P.M.**

Minutes

In Attendance:

Chairman Kenon Simmons
Commissioner Mike Helland
Commissioner Bob Elliot
Chief Rusty Palmer
Audit Supervisor, Spencer Bright
Audit Lead, Madeline Frost

- I. Call to Order—Chairman Simmons called the meeting to order at 4:30PM.
- II. Approval of Agenda
- III. New Business
 - a. Audit Exit Conference for 2013 fiscal year—Madeline Frost reviewed the summary of Financial Single Audit for 2013. Ms. Frost reviewed the report and emphasized that they only had suggestions and that there were no findings for this audit. Four (4) recommendations were made: Notification of Lost Assets, Federal Inventory, Matching, and Suspension and Debarment. (See attached for further details on the recommendations.) Ms. Frost also noted that all of the information from this audit will be published on their website and that the next audit is scheduled for 2015 for Accountability (2013 & 2014) and Financial Statements (2013).
- IV. Concluded—4:46PM