

**SOUTH WHIDBEY FIRE/EMS
SPECIAL MEETING
5579 Bayview Road, Langley, Washington
April 30th, 2020 – 4:00 PM**

<https://global.gotomeeting.com/join/526295373>

Minutes

Attendance: Chairman Mestemacher, Vice Chairman Noblet, Commissioner Metz, Chief Palmer.

In Audience: Michel Melseaux, Erika Davis, Kristina Baylor, Sherrye Wyatt, two unknown callers.

- I. Call to Order.** Chairman Mestemacher called the meeting to order at 4:00PM.
- II. Audit Exit Interview.** Each Auditor introduced themselves and stated their role in the District's audit. Kristina Baylor, Program Manager, described in depth what the purpose of an audit is, what types of audits are conducted and the levels of findings that are possible for a public agency.

Ms. Baylor stated that South Whidbey Fire/EMS has received a "clean audit" from their office.

The Audit costs to the District were on track with the estimate provided prior to the audit start.

The Auditors reviewed the final exit packet provided by their office with the Board, Chief Palmer and Finance Officer Sarah Pedersen. After some questions by the Board were answered by the Auditors, Ms. Baylor stated that the District's next financial and accountability audit is scheduled to be conducted in Fall of 2021, for fiscal years 2019 and 2020. If the District received \$750,000 or more for a federal grant, please notify the SAO's office as that will trigger a third (federal) audit.

- III. Conclude.** Chairman Mestemacher concluded the meeting at 5:00PM.

Sarah Pedersen,
District Secretary