

TEXAS ANIMAL HEALTH COMMISSION
AUDIT SUBCOMMITTEE MEETING MINUTES
December 7, 2021

Item 1: Welcome and Call to Order

Chairman Joe Leathers called the meeting to order at 8:01 am.

Item 2: Roll Call for Commissioners

The Chairman called the roll of commissioners present at the meeting. There were three commissioners present, Commissioner Leathers, Commissioner Vermedahl, and Commissioner Jordan. A quorum was present.

Item 3: Approval of Minutes

It was moved to approve the minutes of the September 21, 2021 Audit Sub-Committee Meeting Minutes.

The minutes of the September 21, 2021 meeting were **APPROVED**.

Item 4: Fiscal Year 2021 Internal Audit Report

Mr. Monday N. Rufus, P.C. presented the Fiscal Year (FY) 2021 Internal Audit Report. He listed the audits completed for FY 2021, which included Audits for the Rockdale Region Office, the Sulphur Springs Region Office, and the Program Records Department. The audits were presented at past commission meetings and the reports submitted to the Legislative Budget Board.

The motion to **APPROVE** Fiscal Year 2021 Internal Audit Report passed.

Item 5: Internal Audit Plan – Fiscal Year 2022

Mr. Monday N. Rufus, P.C. detailed Internal Audit Plan – Fiscal Year 2022. The plan includes audits of the Amarillo Region Office, Cash Receipt and Fee Processing, and Communications. Criteria for why areas were chosen were highlighted and the point made that an area being designated as a high-risk area does not mean there is an issue with the department, just that factors add up to make the area higher risk than others. These factors include complexity of controls, changes in staff, results of last audit, and extent of controls. The report is due in November of 2022.

The motion to **APPROVE** the Internal Audit Plan – Fiscal Year 2022 passed.

Item 6: Public Comment

There was no public comment.

Item 7: Adjournment

The meeting was adjourned at 8:18 am.