



Audit Committee Meeting Minutes
May 28, 2024
Teams Meeting
12:00 PM – 1:00 PM

In Attendance: Clarissa Robinson (staff), DeAnn Hunter (staff), Christine Moore, Greg Erikson, Erika Rebus, Heather Murk (Grant Thornton), Nix Wei (Grant Thornton)

1. Welcome/Land Acknowledgement

Christine opened the meeting with a land acknowledgement

2. Agenda

The agenda was approved by consensus.

3. Minutes from March 12, 2024 (Attach.)

The minutes were approved by consensus.

4. Report to the Audit Committee – Audit Results (Attach.)

a. 2024 Financial Statements (Attach.)

Heather Murk reviewed the Financial Statements with the Committee, noting specifically that the opinion expressed is a clean opinion. The Auditor's Report also includes two additional items that are specific to the agency. First is the Schedule of Operations by Program. The "Other Matter" paragraph notes that this schedule is attached as information only and so the audit opinion does not extend to this schedule. Second is the Annual Report. The "Information other than the financial statements and auditor's report thereon" paragraph notes that management is responsible for the information in the Annual Report, and the auditor's opinion does not extend to this report.

Heather reviewed each of the financial statements as well as the related note disclosures noting there are no significant matters or changes to comment.

No questions or comments were brought forward from the committee regarding the financial statements.

Heather continued on to Report to the Audit Committee – Audit results. The audit is substantially complete, awaiting only Board approval, signing of the management

representation letter and enquiry of any subsequent events up to the date of Board approval.

Nix continued through the report to the audit risks and results, reviewing the significant risks that were identified and commenting that there were no issues noted through their work surrounding those risks.

Heather continued to note there were no adjustments to report, nor any uncorrected misstatements or disclosure matters.

No questions or comments were brought forward from the committee regarding the report.

The committee thanked Heather and Nix for their work.

b. Audit Committee Decision Record – Approval of 2024 Financial Statements (Attach.)

The Committee reviewed the Decision Record, as presented and made the following motion:

That the Audit Committee recommend to the Board approval of the 2024 Audited Financial Statements.

Moved by Christine

Seconded by Greg

CARRIED UNANIMOUSLY

5. Audit and Accounting Services Request for Proposal

a. Proposal review and selection

Christine opened the floor to comments from the Committee, based on their review of the proposals submitted. Erika commented that she did not find the proposals to contain much of a variance and asked Clarissa to provide comments regarding the working relationship with the current auditor.

Clarissa shared that the auditor had been responsive to questions over the course of the year, as well as during the year-end audit. One area of concern is the difference between the auditor's risk threshold and managements. Clarissa found that the auditors were less detailed and had a higher risk threshold. For instance, the two errors identified earlier in the year (the Staff Retreat account and the Benefits clearing account) were not included in the audit report. When Clarissa questioned the auditor as to why that was, the auditor indicated that they had concluded that it was not material to the users of the financial statements. It was noted that, given Clarissa's work history, it is reasonable for there to be a difference of opinion and this is not necessarily an indication that a change in auditor is merited.

b. Audit Committee Decision Record – Audit and Accounting Services Firm Selection (Attach.)

The Committee reviewed the Decision Record, as presented and made the following motion:

That the Audit Committee recommend to the Board that EJHS engage Grant Thornton to perform the audit of the 2025 Financial Statements and a review of the 2025 FVPC grant report.

Moved by Christine

Seconded by Erika

CARRIED UNANIMOUSLY

6. Adjournment

The meeting was adjourned at 12:36 pm.