

Robert J. Park

INVESTIGATION AND AUDIT COMMITTEE

2022 JAN 31 PM 12:05

TEAMS

JANUARY 28, 2022

TOWN CLERK
EAST HARTFORD

PRESENT Awet Tsegai, Temporary Chair; Councillors Sebrina Wilson and Travis Simpson

ALSO Mayor Michael Walsh
PRESENT John Murphy, Treasurer
Linda Trzetzak, Finance Director
Mike Lupkas, Interim Finance Director
Ben Whittaker, Chief Operations Officer, East Hartford Public Schools
Joanne Zatarian, Assistant Finance Director, East Hartford Public Schools
Kim Cummings, Assistant Finance Director
Anthony Ruffo, Controller- East Hartford Public Schools
Vanessa Rossitto, Principal at CliftonLarsonAllen

This meeting will be accessible through "Microsoft Teams" at 929-235-8441. Phone Conference ID: 939 531 126#

CALL TO ORDER

Temporary Chair Tsegai called the meeting to order at 5:03 pm

NOMINATION OF OFFICERS

Chair:

MOTION By Sebrina Wilson
seconded by Travis Simpson
to **appoint** Awet Tsegai as Chair
of the Investigation and Audits Subcommittee.
Motion carried 3/0.

Secretary:

MOTION By Awet Tsegai
seconded by Travis Simpson
to **appoint** Sebrina Wilson as Secretary
of the Investigation and Audits Subcommittee.
Motion carried 3/0.

ADOPTION OF RULES GOVERNING MEETINGS

MOTION By Sebrina Wilson
seconded by Travis Simpson
to **adopt** Robert's Rules of Order as the rules that shall govern parliamentary procedure at all subcommittee meetings, with the exception that (1) the Chair shall not be required to restate the motion of any Council member unless requested by another Councillor, or when in the discretion of the Chair, such restatement is necessary to avoid any confusion as to the motion; and (2) where such rules are in conflict with the provisions of the State Statutes, the Town Charter, or Town Ordinances.
Motion carried 3/0.

ESTABLISHMENT OF MEETING DATES

MOTION By Travis Simpson
seconded by Sebrina Wilson
to **hold** meetings at the **call** of the Chair.
Motion carried 3/0.

STORAGE OF RECORDS

MOTION By Sebrina Wilson
seconded by Travis Simpson
to **store** records in the Town Council office.
Motion carried 3/0.

APPROVAL OF MINUTES

August 5, 2021 Meeting

MOTION By Travis Simpson
seconded by Sebrina Wilson
to **approve** the minutes of the August 5, 2021 meeting of the Investigation & Audit Committee meeting.
Motion carried 3/0.

Receive and Accept the Draft of the Comprehensive Annual Financial Report (CAFR) for Fiscal Year ended June 30, 2021.

MOTION By Sebrina Wilson
seconded by Travis Simpson
to **accept** the draft of the Comprehensive Annual Financial Report as

presented by CliftonLarsonAllen, the town's auditors, for fiscal year ending June 30, 2021.
Motion carried 3/0.

Appointment of auditors for FY 2021-2022

MOTION By Travis Simpson
 seconded by Sebrina Wilson
 to **recommend** that the Town Council appoint CliftonLarsonAllen, a.k.a. CLA, to provide auditing services for the Town of East Hartford for the fiscal year ending June 30, 2022 in the amount of \$74,700, as submitted in response to the Request for Proposal for Auditing services dated February 1, 2018.
 Motion carried 3/0.

ADJOURNMENT

MOTION By Sebrina Wilson
 seconded by Travis Simpson
 to **adjourn** at 6:05 pm
 Motion carried 3/0.

C: Town Council
 Mayor Walsh
 Linda Trzetzziak, Finance Director