

**MINUTES
SPECIAL
AUDIT COMMITTEE MEETING
INLAND EMPIRE UTILITIES AGENCY*
AGENCY HEADQUARTERS, CHINO, CA
WEDNESDAY, NOVEMBER 13, 2013
9:00 A.M.**

COMMITTEE MEMBERS PRESENT

Terry Catlin, Chair
Jasmin Hall

STAFF PRESENT

Christina Valencia, Chief Financial Officer/Assistant General Manager
Ernest Yeboah, Executive Manager of Operations/Assistant General Manager
Teresa Velarde, Manager of Internal Audit
Stephanie Riley, Administrative Assistant

OTHERS PRESENT

Travis Hickey, Audit Committee Advisor
Gricela Guzman, IEUA Temp
Veronica Shebroe, IEUA Temp

The meeting was called to order at 9:10 a.m. There were no public comments received or additions to the agenda.

ACTION ITEMS

The Committee:

- ◆ Approved the Audit Committee meeting minutes of June 12, 2013.
- ◆ Recommended that the Board:
 1. Approve the FY 2013/14 Internal Audit Department Annual Audit Plan; and
 2. Direct the Manager of Internal Audit to implement the FY 2013/14 Annual Audit Plan;

as a Consent Calendar Item on the November 20, 2013 Board meeting agenda.

INFORMATION ITEMS

The following information items were presented, received, and filed by the Committee:

- ◆ SCE Utility Payments Audit
- ◆ Internal Audit Department Quarterly Status Report for November 2013

The following information items were deferred to the next meeting on December 11, 2013:

- ◆ 2013 Accounts Payable Follow-Up Audit
- ◆ Proposed updates for the Internal Audit Department Charter and the Audit Committee Charter
- ◆ Internal Audit Department Standard Operating Procedures

GENERAL MANAGER'S COMMENTS

There were no General Manager's comments.

COMMITTEE MEMBER COMMENTS

There were no Committee member comments.

COMMITTEE MEMBER REQUESTED FUTURE AGENDA ITEMS

None.

With no further business, the meeting adjourned at 10:01 a.m.

Respectfully submitted,



Stephanie Riley
Recording Secretary

*A Municipal Water District

APPROVED: DECEMBER 11, 2013