



**TOWN OF GREENWICH
BOARD OF ESTIMATE & TAXATION**

AUDIT COMMITTEE WEBINAR
Tuesday, April 13, 2021 –8:30 A.M

Join Zoom Webinar:
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AGENDA

1. Executive Session (8:30am – 9:00am)
 - Cybersecurity Updates
2. Approval of the BET Audit Committee Meeting Minutes of March 10, 2021
3. Internal Audit
 - Review and Acceptance of the Transfer Station and Tipping Fees Audit
 - Greenwich Schools Lunch Program Audit Update
 - Greenwich Department of Human Services Audit Update
4. Risk Management
 - FEMA 4580DR (Storm Isaias) update
 - North Mianus School Claim Brief Update
5. Old Business
 - None
6. New Business
 - None
7. Items for future BET Audit Committee Meetings
None
8. Adjournment



**TOWN OF GREENWICH
BOARD OF ESTIMATE AND TAXATION**

AUDIT COMMITTEE MEETING MINUTES

Wednesday, March 10, 2021

Virtual Webinar

Present

Committee: William Drake, Chairman; Andy Duus, Laura Erickson, David Weisbrod

Staff: Peter Mynarski, Comptroller; Megan Zanesky Esq., Risk Manager; William McCormick, Business Services, Department of Public Works (DPW); Amy Seibert, Commissioner, DPW

BET: Michael Mason, BET Chairman; Miriam Kreuzer, Elizabeth K. Krumeich, Leslie Moriarty, Jeffrey S. Ramer, Leslie L. Tarkington

RTM: Irene Dietrich, (D-8), Human Services; Lucia Jansen, (D-7), Chair, Budget Overview Committee

Guests: Ronni Rausch, Client Executive, Gallagher & Company; Luis Rodriguez, Casualty Specialist, Gallagher & Company

The meeting was called to order at 10:30 A.M.

1. Approval of the BET Audit Committee Meeting Minutes

Upon a motion by Ms. Erickson, seconded by Mr. Duus, to approve the Minutes of the BET Audit Committee Regular Meeting of February 17, 2021, the Committee voted 4-0-0. Motion carried.

2. Internal Audit

• **Transfer Station and Tipping Fees Audit Update - Clifton Larson Allen LLP**

Draft of the Transfer Station and Tipping Fee Audit is awaiting Auditees' comments to be incorporated. Meeting arranged with Ms. Seibert and Mr. McCormick. Presentation anticipated at next Audit Committee meeting.

• **Greenwich Schools Lunch Program Audit Update**

School Lunch Audit pre-meeting review with Mr. O'Keefe, Chief Operating Officer, completed. Presentation expected to be distributed to Committee members for

discussion at the Committee's April 13, 2021 meeting.

- **Greenwich Department of Human Services Audit Update**

Audit in progress.

3. Risk Management

- **Insurance Program Renewal Discussion – Ronni Rausch, Gallagher & Company**

Ms. Zanesky led off the discussion with an overview of the Town's insurance budget, the tenor of the current marketplace, and the types of policies in the Town's portfolio. Ms. Rausch compared past premiums with current indications with incumbent carriers for policy renewals and noted trends monitored since FY2019. Public entities were being offered high pre-renewal rates, especially in property insurance. The Committee was concerned with the cybersecurity insurance indication given the Town's investment in cyber security strategies, however, Ms. Rausch explained that the cyber security liability policy is not up for renewal until December 2021 and that initiatives by the Town and BOE would be shared with carriers (with signed NDA's) and taken into account in obtaining quotes. Concern was expressed about the cost of multiple layers of excess liability when no claims had ever reached that level of loss. The value of maintaining fiduciary insurance was explained. Ms. Rausch commented that retention/loss ratio experience is the marketplace's starting point for renewal premiums and typically a 45-day window is available to negotiate or look for competitors' quotes.

Ms. Zanesky remarked that during the Committee's June meeting, further consideration of adjusting insurance coverage, and suggestions for mitigating risk will be discussed.

The Committee congratulated Ms. Rausch on being nominated for the PRIMA National's (Public Risk Management Association) award of "Power Broker of the Year".

4. Old Business

- **Board of Education Capital Project Review – CLA Report**

A member of the Committee requested that the BOE circulate its background materials as presented to the RTM's Budget Overview Committee in February prior to presentation at the April meeting. The Committee expects to invite BOE representatives to give a status update on this topic.

- **Captive Insurance Update**

Gallagher & Company, through its subsidiary ARTEX, will make a presentation at the April meeting on the program it offers so that the Committee can continue its investigation of the option.

5. New Business

- **Approval of the Federal and State Compliance Report for the Year Ending June 30, 2020**

The report was filed on February 26, 2021 after two extensions to obtain clarification of accounting treatment. Comments on deficiencies and recommendations have been reviewed by the Committee and Finance.

Upon a motion by Ms. Erickson, seconded by Mr. Duus, to approve the Compliance report, the Committee voted 4-0-0. Motion carried.

- **Approval of Governmental Accounting Standards Board (GASB) 87 Leasing Pronouncement Agreement with Clifton Larson Allen LLP**

The Committee agreed with the Comptroller's recommendation to engage CLA to inventory the Town's Capital Leases and the effect of GASB 87 for a fee of \$16,000 for Phase I of the project. This is a new accounting treatment, which is not expected to affect the Town's credit strength.

Upon a motion by Mr. Drake, seconded by Ms. Erickson, the Committee voted 4-0-0. Motion carried.

6. Items for future BET Audit Committee Meetings

April Meeting

ARTEX Captive Insurance Program
Transfer Station and School Lunch Audits
CLA Board of Education Capital Project Review: status update
Cyber Security Task Force: quarterly status update

May Meeting

Defining Scope of Work for Testing Permitting process, flow of information to the Assessor's Office and supplemental billing

June Meeting

Insurance Policy Costs
Liaison Report for Tax Delinquency Policies

7. Adjournment

Upon a motion by Mr. Duus, seconded by Ms. Erickson, the Committee voted 4-0-0 to adjourn the Meeting at 12:16 P.M. Motion carried.

Catherine Sidor, Recording Secretary

William Drake, Audit Committee Chairman

Next Audit Committee Meeting scheduled for April 13, 2021 at 8:30 A.M. Virtual Meeting.

SUBJECT TO APPROVAL