



Nevada Public Agency Insurance Pool
Public Agency Compensation Trust
201 S. Roop Street, Suite 102
Carson City, NV 89701-4779
Toll Free Phone (877) 883-7665
Telephone (775) 885-7475
Facsimile (775) 883-7398

**Minutes of Meeting of the
Audit Committee of
Nevada Public Agency Insurance Pool and
Public Agency Compensation Trust
Date: November 5, 2009
Time: 3:00 P.M.
Place: via conference call and at
POOL Office, 201 S. Roop St., Suite 102
Carson City, NV 89701
Conference call number: (800) 593-9034 passcode: 15042**

AGENDA

1. Roll

Committee Members Present: Bruce Brooks, Josh Foli, Rogene Hill, Cash Minor
Others Present: Michael Bertrand, Debbie Connally, Doug Smith, Wayne Carlson

2. Action Item: Approval of Minutes of Meeting of November 3, 2008

On motion and second to approve the minutes, the motion carried.

**3. Action Item: Acceptance of Auditor's Report and Recommendations
a. Regarding Public Agency Compensation Trust**

Michael Bertrand reviewed highlights of the financial statements and notes. He indicated that he had rendered an unqualified opinion. He then reviewed the management letter regarding his findings and recommendations for enhancing internal controls. He emphasized the need to password protect certain supporting spreadsheets to avoid potential inadvertent changes to them. In noting that staffing was down by one person, Bruce Brooks asked whether that position was going to be filled and Wayne Carlson responded that it was in process.

On motion and second to accept the auditor's report and recommendations, the motion carried.

b. Regarding Nevada Public Agency Insurance Pool

Michael Bertrand reviewed highlights of the draft financial statements and notes. He indicated that the numbers would not change, but there were a few supporting documents that he had not received as yet, so the final would not be ready for a couple of weeks. He indicated that he expected to reach an unqualified opinion. He then reviewed the management letter regarding his findings and recommendations for enhancing internal controls. He emphasized the need to password protect certain supporting spreadsheets to avoid potential inadvertent changes to them.



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On motion and second to accept the auditor's draft report and recommendations, the motion carried.

**4. Action Item: Acceptance of Audit:
a. Public Agency Compensation Trust**

On motion and second to accept the audit, the motion carried.

b. Nevada Public Agency Insurance Pool

In light of there being a draft and not a final, this item was tabled pending the final audit report.

5. Public comment

None.

6. Action Item: Adjournment

On motion and second to adjourn, the meeting was adjourned at 3:30 p.m.

The Agenda was posted at the following locations:

**N.P.A.I.P.; P.A.C.T.
201 S. Roop Street, Suite 102
Carson City, NV 89701**

**Carson City Courthouse
885 E. Musser Street
Carson City, NV 89701**

**Eureka County Courthouse
10 S. Main Street
Eureka, NV 89316**

**Churchill County Courthouse
155 North Taylor Street
Fallon, NV 89406**