



JUDICIAL COUNCIL OF CALIFORNIA

ADVISORY COMMITTEE ON AUDITS AND
FINANCIAL ACCOUNTABILITY FOR THE
JUDICIAL BRANCH

www.courts.ca.gov/committee.htm
committee@jud.ca.gov

AUDITS AND FINANCIAL ACCOUNTABILITY COMMITTEE

MINUTES OF OPEN MEETING

October 19, 2017

3:00 PM – 4:00 PM

2860 Gateway Oaks Drive, Suite 400, Sacramento, CA 95833

Advisory Body Hon. David Rosenberg, Hon. Peter Siggins, Hon. Mary Ann O’Malley, Hon.
Members Present: Susan Matcham, Ms. Sheri Carter, Mr. Kevin Harrigan, Mr. Kevin Lane,
Ms. Tania Ugrin-Capobianco, and Mr. Phil Jelichich

Advisory Body None
Members Absent:

Committee Staff Mr. Grant Parks, Mr. Robert Cabral
Present:

OPEN MEETING

Call to Order and Roll Call

The chair called the meeting to order at 3:00 pm, and took roll call.

Opening Comments by the Chair

The Audit Committee Chair and members introduced themselves. Judge Rosenberg suggested having a “Round Table” discussion in the beginning of all future meetings, so that every member can share any new ideas and thoughts. In addition, he shared his hope that this committee will be proactive and will provide useful suggestions to the Courts and the staff of the Judicial Council.

INFORMATION ITEMS (ITEMS 1 - 2)

Info 1

Committee Responsibilities and Open Meeting Requirements

Ms. Patel gave an introduction to the Audit Services office history and mentioned how the audit reports grew over time, taking a lot of time and energy for audit staff and court staff to complete before submitting to the Judicial Council. This has caused significant gaps between the audits. Ms. Patel also provided information regarding how the new audit program is being developed and that the audit reports have been streamlined, to take less time to complete and be performed more regularly. She has added that the duties of this committee will include reviewing all of the audit reports prepared by Audit Services office, as well as any outside entity audit reports. Audit reports prepared by the Audit Service office will no longer go to the Judicial Council, unless this committee decides the audit findings are significant

enough to alert the Judicial Council. This committee will also approve an annual audit plan for the Audit Services office.

Mr. Parks has added that Audit Services' web page on Judicial Resources Network has been updated with audit advisories to provide courts with the tools to help identify the issues. This way, courts can be proactive and not wait for an audit to identify and correct the issues.

Info 2

Report from Audit Services

Mr. Parks presented information regarding current audits in progress, current Audit Services office organizational structure and staffing levels. He has also provided information about deployment of new audit software to help develop audit work papers more quickly and facilitate review of those work papers. In addition, Mr. Parks clarified the duties of the Audit Services office in regards to the complaints received on judicial branch whistleblower hotline.

DISCUSSION AND ACTION ITEMS (ITEMS 1-5)

Item 1

Annual Audit Plan for fiscal year 2017-18

Mr. Parks gave an overview of different organizations performing audits which will be reviewed by this committee. He also identified what areas Audit Services office is responsible to audit and presented an annual audit plan for approval.

Action: Committee unanimously approved the annual audit plan for fiscal year 2017-18

Item 2

Committee's Annual Agenda and Anticipated Meeting Schedule

Mr. Parks suggested that this committee meets once every two months. Judge Rosenberg has added that most of the meetings will typically be done by phone, and polls will be sent to committee members to determine dates for the subsequent two meetings.

No action required.

Item 3

External Audit Report – State Auditor's Office

Mr. Parks provided an overview of the State Auditor's Office report number 2016-302, and recommended that committee approves the report for public posting.

Action: Committee reviewed and unanimously approved for posting audit report number 2016-302: *Judicial Branch Procurement – The Five Superior Courts We Reviewed Mostly Adhered to Required and Recommended Practices, but Some Improvements are Needed.*

Item 4

External Audit Report – State Controller's Office

Mr. Parks provided an overview of the State Controller's Office report titled *Fiscal Compliance Audit of the Judicial Council of California, Fiscal Year 2015-16*. The audit was positive with limited findings. He recommended the committee to allow for the public posting of the audit report.

Action: Committee reviewed and unanimously approved for posting *Fiscal Compliance Audit of the Judicial Council of California, Fiscal year 2015-16*.

Item 5

External Audit Report – Department of Child Support Services

Mr. Parks provided information regarding AB1058 grant program which was followed by the discussion about existing ways how courts are allowed to charge time and other possible ways of doing that. Ms. Anna Maves (Judicial Council staff from the Center for Families, Children and the Courts) was in the audience and addressed the committee by providing additional perspective from the courts regarding the AB 1058 audits.

Action: Committee unanimously reviewed and approved for posting various audits of the trial courts performed by the Department of Child Support Services that were focused on the AB 1058 grant program.

Item 6

Draft Audit Report of the Superior Court of California, County of Placer.

Action: Committee reviewed and unanimously approved the audit report for posting.

A D J O U R N M E N T

There being no further business, the meeting was adjourned at 4:12 pm.

Approved by the advisory body on January 18th, 2018.