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A Michigan Works! Agency

<b>MEETING:</b>	<b>DESC Audit &amp; Finance Committee Special Session</b>	<b>DATE:</b>	<b>August 26, 2024</b>
<b>ATTENDEES:</b>	<b>DESC Committee Members:</b> Chris Uhl, Alice Thompson, Terri Weems, Ric Preuss, Paul Trulik <b>DESC Staff:</b> Dana Williams, Todd Drysdale, Rachel May, Elizabeth Hennessey, Hassan Fouani, Sheila Johnson, Cassandra Ricks, Cristal Perry, Lynnette Robinson, Tara Lukas	<b>LOCATION:</b>	<b>DESC Corporate Offices 115 Erskine, 2<sup>nd</sup> Fl Detroit, MI 48201</b>
		<b>CALLED TO ORDER:</b>	<b>03:03 p.m.</b>
<b>ABSENT:</b>	<b>Excused:</b> Mark Redmond <b>Unexcused:</b> None	<b>ADJOURNED:</b>	<b>03:25 p.m.</b>
<b>PUBLIC ATTENDEES:</b>	None		
<b>FACILITATOR:</b>	<b>Chris Uhl, Board Treasurer</b>	<b>DATE MINUTES APPROVED/ADOPTED:</b>	

ITEM	DISCUSSION	OUTCOME/ACTION ITEM(S)
I. <b>Welcome &amp; Introductions</b>	Chris Uhl, Board Treasurer, called the meeting to order.	
II. <b>Agenda Approval / Minutes</b>	Mr. Uhl called for a motion to approve the agenda for the August 26, 2024 meeting:  <b>Motioned:</b> Alice Thompson <b>Seconded:</b> Ric Preuss <b>Motion Carried:</b> Approved Unanimously	
III. <b>Audit Firm Selection</b>	Mr. Uhl presented: <ul style="list-style-type: none"> <li>A brief overview of the previous Audit &amp; Finance Committee Meeting, at which the Committee Members requested more information about the selection process for the Audit Firm Services contract.</li> <li>The request necessitated a further informational meeting, so the new provider could be confirmed.</li> </ul> Mr. Uhl introduced Traci Sassak, DESC's CFO: <ul style="list-style-type: none"> <li>Ms. Sassak mentioned the questions that were asked at the previous meeting have been answered and the answers are in the packets we have provided for you.</li> <li>The firms we are presenting are Maner Costerisan and Baker Tilly.</li> <li>Maner is a regional audit firm out of the Lansing area. They are State of Michigan MI DEAL audit firm, they have audited other MWA's, they've done our 401k audit and</li> </ul>	



	<p>they will be on site as well as virtual. Baker Tilly will be a hundred percent virtual, and so not on site. Their headquarters are out of Chicago. They indicated that they have experience doing nonprofit finance, financial and single audit reviews.</p> <ul style="list-style-type: none"> <li>• We asked them for estimates as to the number of hours they thought it would take, Baker Tilly is saying roughly, 255 hours, and Maner is saying, about 460 hours. The 460 hours is more consistent with our previous provider, Plant Moran's hours from last year, and the year before.</li> <li>• There was a question at the previous meeting as to whether we fall under the Uniform Budget and Audit Act. We have received advice, though council that we do not. That act is for governmental accounting.</li> <li>• There is additional information provided in the packet with some links to both of the audit firms, and their company information.</li> </ul> <p>Committee discussion ensued.</p> <p>Mr. Uhl called for a motion to approve the proposal of Maner Costerisan as the Audit Services Provider for a period of one year:</p> <p style="text-align: center;"><b>Motioned:</b> Paul Trulik  <b>Seconded:</b> Lena Barkley  <b>Motion Carried:</b> Approved Unanimously</p>	
<p><b>IV. Public Comments</b></p>	<p>There was no public comment.</p>	
<p><b>V. Adjournment</b></p>	<p>Mr. Uhl called for a motion to adjourn the meeting:</p> <p style="text-align: center;"><b>Motioned:</b> Alice Thompson  <b>Seconded:</b> Paul Trulik  <b>Motion Carried:</b> Approved Unanimously</p>	

**DRAFT SUBMITTED BY:**

Printed Name: Elizabeth Hennessey Title: Special Projects Coordinator, HR

Signature: /s/ E. Hennessey Date: 9/13/2024

DATE MINUTES APPROVED/ADOPTED: 12/2/2024 Initials: EMH

**NEXT MEETING:** December 2, 2024 at 10 a.m.

