

**TEXAS ANIMAL HEALTH COMMISSION
AUDIT SUBCOMMITTEE MEETING MINUTES
May 13, 2014**

Item 1: Welcome and Call to Order by Chair

Chairman Ralph Simmons called the meeting to order at 8:00 am. All members of the Audit Sub Committee were in attendance.

Item 2: Approval of Minutes

A motion to APPROVE the January 14, 2014 minutes of the Audit Subcommittee was made by Commissioner Jordan and seconded by Commissioner Leathers. The motion carried.

Item 3: Audit of Budgeting Processes

The committee heard a report from Mr. Rufus on the audit of the Budgeting Processes. It was determined that the agency has adequate controls and procedures in place to provide reasonable assurance that the budget is effectively established and adhered to in accordance with the budgetary statutes and guidelines.

A motion to APPROVE the audit of budgeting processes was made by Commissioner Jordan and seconded by Commissioner Leathers. The motion carried.

Item 4: FY 2014 Audit Plan Amendment

Gene Snelson reported to the Audit Sub-Committee that the agency's Financial Services department is in the process of being audited by the Comptroller's Office. Since one of the processes that they will be auditing is travel, it was decided to amend the FY 2014 Audit Plan and change the audit of the Travel process to the audit of the agency's disaster recovery system. That way the audit of the travel process would not be duplicated by two different auditors in the same year.

A motion to APPROVE the amendment to the FY 2014 Audit Plan was made by Commissioner Jordan and seconded by Commissioner Leathers. The motion carried.

Item 5: Public Comment

There was no Public Comment at this meeting.

Item 6: Adjournment

Commissioner Jordan moved and Commissioner Leathers seconded the motion to adjourn. The motion carried. The meeting was adjourned at 8:08 am.