



CARES Act Task Force Audit & Compliance Committee Orientation Meeting
Meeting Minutes – Wednesday, July 8, 2020
9:30 a.m. Virtual Zoom Webinar

Attendance:

Committee Members Present: Co-Chair Bob Wasserbach (County Auditor), Co-Chair Michael Smith (NCC Chief Financial Officer), County Councilwoman Janet Kilpatrick, NCC Audit Committee Chair Martin Taylor and NCC Audit Committee Member Sharita Perkins.

Committee Members Absent: Tarik Haskins (Morris, Nichols, Arsht & Tunnell LLP), Audit firm Representative (TBD).

Others in Attendance: The Honorable Matthew S. Meyer – County Executive, NCC Chief of Staff Aundrea Almond, Assistant County Attorney Nicholas Brannick, CSC Chief Risk & Compliance Officer Ian McConnel and 5 members of the public.

Proceedings:

- Meeting was called to order at 9:35 a.m. by NCC Chief of Staff Aundrea Almond.
- Committee members and support staff introduced themselves.
- County Executive Matt Meyer gave opening remarks, including an overview of CARES Act funding, current priorities and NCC principles for the funding.
- Co-Chair Bob Wasserbach provided an explanation of the scope of the Committee's work and a projected timeline for the work of the Committee.
- Staff Attorney Nicholas Brannick provided a presentation of Delaware's Freedom of Information Act (FOIA) and how it applies to the committee and future meetings.
- There was a brief discussion on the size of the quorum for this committee and procedure for going into executive sessions during regular meetings. Councilwoman Janet Kilpatrick said that she would share the language for executive sessions included in the New Castle County Council meeting announcements.
- Co-chair Bob Wasserbach suggested that the next meeting of this committee should take place after the external audit firm to assist this committee was finalized. He suggested Thursdays might work best, as the New Castle County Council meetings are on Tuesdays and three of the other CARES Act task forces hold their meetings on Wednesdays.

Public Comment:

- There were no comments from the public.

Adjournment:

- Co-Chair Bob Wasserbach adjourned the meeting at 10:21 a.m.