

DRAFT

**GRAHAM FIRE & RESCUE
BOARD OF FIRE COMMISSIONERS
SPECIAL BOARD MEETING
January 18, 2013**

CALL TO ORDER

Commissioner Pierson called the Special Board Meeting to order at 3:00 p.m.

Attendance:

Present: Commissioner Verne M. Pierson, Commissioner Gerald W. Gustafson, Fire Chief Ryan Baskett, Deputy Chief Tony Judd and Board Secretary Jodi Reynolds.

Commissioner Pierson stated the purpose of this Special Meeting was to conduct the Entrance Conference for the Washington State Auditor's Office audit for fiscal years 2011 and 2012. Ms. Regena Allen, Audit Lead and Ms. Joanne Klein, Audit Supervisor from the Auditor's Office reviewed the audit process.

Ms. Allen explained the audit covers accountability and compliance and financial reporting. She stated separate audit reports will be issued for the accountability audit and financial statement audit. At the conclusion of the audit the exit conference will take place to summarize the results, likely the second or third week of January, and then the final audit reports issued. She stated the cost of the audit is estimated at approximately 175 hours, slightly over \$14,000, plus travel expenses. Ms. Allen identified Chief Judd as her point of contact and requested any concerns or issues arising during the audit be communicated to Chief Judd who will inform the auditors.

ADJOURNMENT

With no further business to come before the Board, the Special Board Meeting of December 18, 2013, was adjourned at 3:25 p.m.

Verne M. Pierson, Commissioner

Anthony D. Judd, District Secretary