



## AUDIT COMMITTEE REPORT (PUBLIC)

Wednesday, February 19, 2025

7:00 pm

Trustees' Committee Room

133 Greenbank Road

Ottawa, Ontario

Members: Donna Blackburn (Trustee), Julia Fortey (Trustee), Jennifer Jennekens (Trustee), Brian Burns (External Member), Chandrasekhar Krishnamurthy (External Member)

Staff and Guests Lynn Scott (Trustee), Pino Buffone (Director of Education), Randy Gerrior (Associate Director, Business Operations), Genevieve Segu (Senior Regional Internal Audit Manager), Gordon Champagne (Senior Regional Internal Auditor), Johanna Morrison (Senior Board Coordinator)

1. Call to Order

Chair Blackburn called the public session to order at 7:04 p.m.

2. Acknowledgement of Territorial Lands

Chair Blackburn acknowledged that this meeting is taking place on unceded Algonquin Homelands and thanked the Algonquin Nations for their stewardship of these lands since time immemorial.

3. Approval of Agenda

**Moved by Trustee Fortey,  
THAT the agenda be approved.**

**Carried**

4. Declarations of Interest

No declarations of interest were filed.

5. Delegations

There were no delegations.

6. Associate Director's Report

Associate Director Gerrior noted that General Manager of Finance Teri Adamthwaite will be leaving the Board after 12 years of service and thanked her for her service.

7. Matters for Action

7.1 Review of Audit Committee Report

a. 25 November 2024

**Moved by Brian Burns,**

**THAT the Audit Committee report, 25 November 2024, be received.**

**Carried**

b. Business Arising

There was no business arising.

8. Matters for Discussion

8.1 Report 25-006, 2024-2025 Revised Estimates (R. Gerrior)

Your Committee had before it Report 25-006, seeking to explain changes reflected in the District's 2024-2025 revised estimates as compared to the District's 2024-2025 estimates.

During discussion, and in response to queries, the following points were noted:

- No significant changes are expected to next year's funding formula;
- Potential U.S. trade tariffs will likely affect the budget, for example, funding for new capital projects;
- The District ensures that Ministry of Education funding benchmarks are being met;
- Creative solutions are actively being sought to subsidize other areas;
- The Elementary Program Review could have an impact on enrolment;
- Revenue-generating models are being considered for programs that are not currently fully cost-recovery; and
- The replenishing of reserves is important.

8.2 Regional Internal Audit Activities Update (G. Segu)

Genevieve Segu provided an update on the following activities of the Regional Internal Audit Team (RIAT):

- The 2023-2024 Special Education Benchmarking report has been drafted and will be issued to the Board within the next few weeks;

- Gordon Champagne has completed the 2023-2024 Safe Schools initiative and will debrief management. The survey questions and a summary of the response analysis would be provided to trustees, if required;
- The RIAT team will meet with the the District's General Counsel regarding 2023-2024 legislative compliance; and
- There are no outstanding management requests or recommendations at this time.

### 8.3 Audit Committee Annual Agenda Leading Practices (G. Segu)

Genevieve Segu presented the Audit Committee Annual Agenda Leading Practices. The list is intended to assist management and Audit Committee members in establishing their annual agenda, in accordance with O.Reg. 361/10.

### 8.4 2023-24 Strategic Risk Assessment Results OE Region Draft Report (G. Segu)

Genevieve Segu presented the 2023-2024 Strategic Risk Assessment Results OE (Ontario-East) Region Draft Report, outlining a summary of risks and controls in place.

During the discussion and in response to queries, the following points were noted:

- While the District has continually conducted risk assessments, it has not participated in a recent risk assessment benchmark study;
- Key risk areas are identified at the executive level, including attendance management, recruitment and retention, and cybersecurity;
- The Ottawa-Carleton District School Board (OCDSB) has developed a wellness plan for attendance management, and provides training on behaviour management in the classroom; and
- While controls are put in place to manage risk, there are often external unforeseen variables.

## 9. Information Items

### 9.1 Long Range Agenda

The long range agenda was provided for information.

## 10. New Business

There was no new business.

## 11. Upcoming Meeting Dates

The upcoming meeting dates were provided for information.

12. Adjournment

The public meeting adjourned at 8:02 p.m.

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Donna Blackburn, Chair, Audit Committee