



# Oregon

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STATE BOARD OF EXAMINERS  
FOR ENGINEERING &  
LAND SURVEYING

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## FINANCE COMMITTEE

Minutes of Meeting  
August 14, 2015

670 Hawthorne Ave. SE, Suite 220  
Salem, OR 97301  
(503) 362-2666  
Fax (503) 362-5454  
E-mail: osbeels@osbeels.org

### Members present:

Jason Kent, Chair  
Ken Hoffine  
Amin Wahab  
Oscar Zuniga

### Staff present:

Mari Lopez  
Jenn Gilbert

### Others present:

Katharine Lozano, Assistant Attorney General

The meeting of the Finance Committee was called to order at 2:14 p.m. in the OSBEELS Conference Room at 670 Hawthorne Avenue SE, Suite 220, Salem, OR 97301.

### Public Comments

There was no public comment.

### New Business

There was no new business to address.

### Review of Financial Information

Ms. Gilbert reported that the information provided is for the time period of July 1, 2013 – June 30, 2015, the 2013 - 2015 biennium. She stated that she has been working closely with the CPA and pointed out that the negative balance showing in account 1500 – Accounts Receivables is one of the accounts still in need of adjustment. The data is received from the ODMS system, and reports have been requested from the IT consultant to provide to the CPA for proper adjustments. Additional work with the CPA is also being done to prepare for the upcoming audit.

Ms. Lopez noted that the contract has been signed for Boldt Carlisle + Smith to conduct the audit of the Board's financial information. The Secretary of State Audits Division has accepted the contract. Communication has been made with Boldt Carlisle + Smith regarding the auditing timeline; Ms. Lopez is waiting for a response. Because the audit is part of the Governor's Report required under ORS 182.472, the auditing and subsequent report must be completed in time for the Board's review during the March 2016 Board meeting.

The meeting adjourned at 2:35 p.m.