



ERIE COUNTY AUDIT COMMITTEE MINUTES

Meeting held on December 11, 2024

Present: Honorable John Mills, Aaron Saykin, Steve Sanders, Josh Heim, Mary Nytz-Hosler, Luke Malecki (D&M), Aimee Baker (D&M)

Excused: Dr. Timothy Callan

Discussion of Agenda Items:

- ✓ Meeting called to order at 2:04 pm by Aaron Saykin
- ✓ Approval of meeting minutes from September 18, 2024 – Steve Sanders made the motion to approve, seconded by Legislator Mills and carried unanimously.
- ✓ Reviewed 2023 Audit Committee Report – Josh Heim made the motion to approve, seconded by Legislator Mills.
- ✓ Reviewed External Audit Plan for the Year Ending December 31, 2024 – handout from Luke Malecki (D&M) was received by Committee that laid out the audit scope, objectives, tentative timeline, deliverables and areas of concern/concentration. No concerns of independence with the audit team

Old Business:

- None

New Business:

- Discussion regarding Open Meeting Laws and whether we should be advertising our meetings. Questions were asked as to where they would be advertised and the process to accomplish it. Mary to research.
- Discussion regarding posting Audit Committee Report, agendas and meeting minutes on County website. Questions were asked as to where on the website and by who? Mary to research.
- Discussed 2025 meeting schedule, committee agreed on following schedule: March 12th, June 11th, September 17th and December 10th

Adjourned meeting at 2:47 pm

- Mr. Heim made the motion to adjourn the meeting, seconded by Mr. Sanders and carried unanimously.

Respectfully submitted,

Mary K. Nytz-Hosler

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Erie County Audit Committee Secretary