

**MINUTES OF THE
WV CONSOLIDATED PUBLIC RETIREMENT BOARD
INTERNAL AUDIT COMMITTEE MEETING
OF OCTOBER 10, 2017**

A meeting of the West Virginia Consolidated Public Retirement Board® (CPRB) Internal Audit Committee was held in the Legal Conference Room located at the offices of the CPRB, 4101 MacCorkle Avenue, SE, Charleston, West Virginia, and was called to order at 2:30 p.m. by Mary Jane Pickens, Acting Chairman.

Roll Call

Members present were:

Mary Jane Pickens, *Acting Chairman*
Jeff Waybright, *representing Auditor John B. McCuskey*
Captain Michael Corsaro
Jeff Vallet

Members absent were:

Diana Stout, Esquire, *representing Treasurer John Perdue*

A quorum was present.

Due notice had been published.

Also, present were:

Jeffrey Fleck, CPRB Executive Director
Terasa Miller, CPRB Deputy Director
Candi Kinslow, Executive Assistant
Heather Drake, CPRB Administrative Assistant
Tina Baker, CPRB Internal Auditor

Item #1: Approval of the April 18, 2017 Meeting Minutes

Captain Corsaro made a motion to approve the April 18, 2017 meeting minutes. The motion was seconded by Mr. Vallet. The motion carried unanimously.

Item #2: Internal Audit of Annuitant Death Processes

Tina Baker, CPRB's Internal Auditor reviewed the Internal Annual of Annuitant Death Processes with the Committee.

Captain Corsaro and Mr. Vallet asked Ms. Baker, Deputy Director Miller and Director Fleck to send out a letter certifying that people are still on the payroll in PERS of Death Benefits,

to make sure they are still living and not deceased.

Mr. Vallet and Captain Corsaro want to put something in place through the Legislature to collect money through overpayments and to obtain a legal opinion on what the CPRB can do to get the overpayments back.

Mr. Vallet made a motion to accept the Audit of Annuitant Deaths as presented by Internal Auditor, Tina Baker. The motion was seconded by Captain Corsaro. The motion carried unanimously.

Item #3: Updated 2017 Internal Audit Plan

Ms. Baker reviewed the Updated 2017 Internal Annual Audit Plan with the Committee.

Mr. Vallet made a motion to accept the Updated 2017 Internal Audit Plan proposed by the Internal Auditor, Tina Baker. The motion was seconded by Captain Corsaro. The motion carried unanimously.

Item #4: Update on State Auditor's Office

Ms. Baker reviewed the Update on the State Auditor's Office Report with the Committee.

She informed the Committee that the Auditor's Office will let her know which counties they will be working on and who they will be auditing.

Item #5: Other Business

Acting Chairman Pickens asked if there was any other business to bring before the Committee. None was heard.

Mr. Vallet made a motion to adjourn the public meeting of the CPRB Internal Audit Committee. The motion was seconded by Captain Corsaro. The motion carried unanimously.

Acting Chairman Pickens adjourned the October 10, 2017 CPRB Internal Audit Committee Meeting at 3:03 p.m.

Respectfully submitted,



Cabinet Secretary John Myers, Chairman



Jeffrey E. Fleck, Executive Director