

Minutes of the Finance + Audit Committee Meeting
March 2, 2022 > 12:30 p.m. – 1:30 p.m.
Virtual (Zoom) Meeting

Present: Chris White (Chair), Christine Billings, George Bridge, Rodrigo Goller and Ralph Manktelow

Regrets: None

Staff: Dr. Nicola Mercer, David Kingma, Chris Beveridge, Kyle Wilson, Rob Cunningham, and Laura Kelly (Recorder)

Guests: M. Betik (KPMG), and B. Hall (KPMG)

1. Call to Order

C. White (Chair) called the meeting to order at 12:33 p.m.

2. Disclosure(s) of Pecuniary Interest

There were no declarations of conflicts identified.

3. Approval of Minutes

Finance + Audit Committee Minutes from Meeting of November 3, 2021.

MOTION: “To approve the Finance + Audit Committee Minutes of November 3, 2021, as presented.”

Moved: G. Bridge
Seconded: R. Manktelow

CARRIED

4. Presentations

KPMG Presentation

R. Cunningham introduced and M. Betik presented as follows:

- The pandemic has had a significant impact on the healthcare industry and as such there is a significant impact on this year’s financial statements.
- There has been an Agency-wide conversion to the Sparkrock system.
- Impact of pandemic on both business and financial statements and KPMG work, as well as potential reporting with respect to employee benefits, employee costs and subsequent events.

- Low risk of presumed risk of material misstatement due to fraud.
- The Agency has a variety of payables and as such there are a variety of systems used by KPMG.
- Key procedure payables that are reported at December 31st are accurate and recorded.
- Payroll is a significant portion of Agency expenses at 70%, and as such, this is a large section of this audit.
- Materiality increased by increased revenue and expenses during COVID-19.

MOTION: “That the Finance + Audit Committee receive the KPMG Audit Planning Report Presentation as presented, for information.”

Moved:	C. Billings	
Seconded:	R. Goller	CARRIED

4. Finance + Audit Committee Reports

BH.04.MAR0222.R01 – 2021 Fourth Quarter Financials

D. Kingma introduced, and R. Cunningham reviewed Report BH.04.MAR0222.R01:

- This has been a challenging year for staff and other organizations, however pandemic costs above and beyond the base budget have been 100% covered by the Ministry of Health (MOH).
- For 2021 WDGPH met all requirements including unplanned and finished the year in a balanced position.
- Many of the expenditures in the cost-shared budget are under budget and this is because of the Agency’s pandemic response reassigning many staff.

MOTION: “That the Finance + Audit Committee makes recommendation to the Board of Health to receive Finance + Audit Committee Report BH.04.MAR0222.R01 – 2021 Fourth Quarter Financials, as presented, for information.”

Moved:	G. Bridge	
Seconded:	R. Goller	CARRIED

(12:50) 5. Closed Session

- Approval of Closed Session Finance + Audit Committee Minutes of November 3, 2021 and discussion of BH.04.MAR0222.R02 – Reserves and Reserve Funds Status and BH.04.MAR0222.R03 – WDGPH Risk Management.

MOTION: “To move into Closed Session to approve Closed Session Minutes of November 3, 2021 and to discuss BH.04.MAR0222.R02 – Reserve and Reserve

Funds Status and BH.04.MAR0222.R03 – WDGPH Risk Management [property matters including security of property and/or a proposed or pending acquisition of land by the Board]”

Moved: R. Goller

Seconded: R. Manktelow

CARRIED

Finance + Audit Committee Meeting

March 2, 2022 > 12:30 p.m. – 1:30 p.m.

Virtual (Zoom) Meeting

CLOSED SESSION

Present: Chris White (Chair), Christine Billings, George Bridge, Rodrigo Goller and Ralph Manktelow.

Regrets: None

Staff: Dr. Nicola Mercer, David Kingma, Chris Beveridge, Kyle Wilson, Rob Cunnington, and Laura Kelly (Recorder)

Guest(s): None

CLOSED SESSION MINUTES TO BE PROVIDED UNDER SEPARATE COVER.

(1:21) Returned to Open Session

Motion(s) brought forward from Closed Session:

(a) MOTION: “To approve the Closed Session Finance + Audit Committee Minutes of November 3, 2021, as presented.”

Moved:	R. Manktelow	
Seconded:	G. Bridge	CARRIED

- 6. Next Meeting:**
- May 11, 2022

- 7. Adjournment**
- The meeting was adjourned at 1:22 p.m.

MOTION: “To adjourn the meeting”.

Moved:	C. Billings	
Seconded:	G. Bridge	CARRIED