



## Audit Sub-Committee Meeting MEETING MINUTES

Location: Legislative Office Building  
Date: Monday, December 5, 2016  
Time: 3:00 p.m.

**Members Present:**

Lt. Governor Nancy Wyman; Cecelia Woods; Miriam Delphin-Rittmon

**Other Participants:**

Access Health CT (AHCT) Staff: James Wadleigh; Susan Rich-Bye; Sherry McNeil  
Whittlesey & Hadley, PC Staff: Jean Callan; Edward Sullivan

**Members on the Phone:**

Grant Ritter

**Members Absent:**

Secretary Benjamin Barnes (Office of Policy & Management)

### **A. Call to Order and Introductions**

Lt. Governor Nancy Wyman called the meeting to order at 3:04 p.m.

### **B. Review and Approval of Minutes**

Lt. Governor Wyman requested to postpone the approval of the February 8, 2016 AHCT Audit Committee Regular Meeting Minutes until necessary quorum is met.

### **C. Whittlesey and Hadley Status on Annual Financial Statements and Various Audits**

Ed Sullivan and Jean Callan from Whittlesey provided an audit engagement overview and plan for fiscal year ending June 30, 2016. There will be a financial audit that includes a federal single audit, programmatic audit and transitional reinsurance audit.

Overall, the objective is to conduct the audit in accordance with Generally Accepted Accounting Principles ("GAAP") and apply best business practices. Any management recommendations and suggestions for applying best business practices will be identified and communicated. The most significant issues will be brought to the Audit Committee should that occur.

**Grant Ritter joined by phone at 3:06 p.m.**

Lt. Governor Wyman asked what is an edge outbound report. Ms. Callan responded that the edge outbound report relates to the transitional reinsurance procedures. Susan Rich-Bye, Director of Legal Affairs and policy added that carriers submit the data to Centers for Medicare and Medicaid Services (CMS) and AHCT is able to obtain the data from the edge server. Cecelia Woods asked if another report will be presented at the next Audit Committee Meeting. Ms. Rich-Bye responded that the report will be finalized before the next meeting of the Audit Committee. The Audit Committee will vote on the report followed by Board of Directors approval.

**D. Overview of Oversight and Monitoring Plan**

Ms. Rich-Bye described the Overview of Oversight and Monitoring Plan. Ms. Rich-Bye indicated that AHCT is required by CMS to show that the organization complies with various requirements. The Oversight and Monitoring Plan combines all of these requirements. CMS initiated the Smart Audit. Every year all state-run Exchanges are required to file. Internal and external policies and procedures are in place to make sure that the Oversight and Monitoring Plan is carried out properly. AHCT routinely monitors and audits itself.

Lt. Governor Wyman requested a motion to approve the February 8, 2016 AHCT Audit Committee Regular Meeting Minutes. Motion was made by Cecelia Woods and seconded by Grant Ritter. ***Motion passed unanimously.***

**E. 2017 Audit Committee Schedule**

Ms. Rich-Bye provided a list of the proposed 2017 Audit Committee meetings. The Audit Committee Meetings will be held quarterly.

**F. Adjournment**

Lt. Governor Wyman requested a motion to adjourn the meeting. Grant Ritter made the motion and Cecelia Woods seconded. ***Motion passed unanimously.*** Meeting adjourned at 3:23 p.m.