



Board of Governors' Risk Management and Audit Committee Meeting

Robert Plaster Student Union, Room 308

Wednesday, 5/17/2017

3:30 - 5:00 PM CT

I. Roll Call Presented By: Gregory Spears

II. Approval of Minutes of the Risk Management and Audit Committee Meeting of March 16, 2017 Presented By: Gregory Spears

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III. Report on Security Updates Presented By: Matt Morris

Safety and Emergency Preparedness Action Items - Page 4

IV. Resolution Authorizing Closed Meeting, Pursuant to Sections 610.021 (1), (2), (3), (6), (9), (11), (12), (13), (14), and/or (17) of the Revised Statutes of Missouri

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V. Adjournment Presented By: Gregory Spears

MINUTES OF THE BOARD OF GOVERNORS AUDIT SUBCOMMITTEE
MISSOURI STATE UNIVERSITY
MARCH 16, 2017

Present- Mr. Gregory Spears, Committee Chair
Mr. Joe Carmichael, Chair of the Board (by conference call)
Ms. Virginia Fry, Vice Chair of the Board (by conference call)
Mr. Kendall Seal, Governor (by conference call)

Also

Present- Clifton Smart III, President
Donna Christian, Director of Internal Audit and Compliance
Ryan DeBoef, Chief of Staff and Assistant to the President for Governmental Relations
Rachael Dockery, General Counsel (by conference call)
Stephen Foucart, Chief Financial Officer
Kyle Moats, Director of Athletics
Suzanne Shaw, Vice President for Marketing and Communications
Carrie Tergin, Governor (by conference call)
Kristan Gochenauer, Secretary to the Board

1. **Roll Call** – Mr. Gregory Spears, Committee Chair, called the Risk Management and Audit Committee meeting to order at 3:00 p.m. on Thursday, March 16, 2017, in room 203 of Carrington Hall on the campus of Missouri State University in Springfield, Missouri.
2. **Approval of Minutes** – Mr. Spears mentioned that the first item of business was the approval of minutes from the December 15, 2016 meeting. Mr. Kendall Seal made a motion, seconded by Ms. Virginia Fry.

Motion passed unanimously.

3. **Closed Meeting** – It was determined that the Board of Governors needed to meet in a closed session to consider items of business provided in the Revised Statutes of Missouri. Mr. Spears asked if a resolution authorizing a closed meeting of the Board was prepared. Thereupon, the following resolution was presented for consideration:

BE IT RESOLVED by the Board of Governors for Missouri State University that a closed meeting, with closed records and closed vote, be held during a recess of the March 16, 2017 Risk Management and Audit Committee meeting of the Board of Governors to consider items of business pursuant to:

- A. R.S.Mo. 610.021(1). “Legal actions, causes of action, or litigation involving a public governmental body...”
- B. R.S.Mo. 610.021(17). “Confidential or privileged communications between a

public governmental body and its auditor,....”


Mr. Seal moved the approval of the resolution and Ms. Fry seconded the motion.

A roll call vote on the motion was as follows: those voting in favor – Governors Fry, Seal, and Spears; those voting against – none.

Mr. Spears declared the resolution passed unanimously. The open meeting was recessed at 3:05 p.m. to go into closed session.

The open meeting was reconvened at 3:30 p.m. Ms. Rachael Dockery left the meeting at this time.

4. **New Business** – The University of Missouri audit was discussed along with the importance of transparency. President Smart informed Board members that he shared a hand-out with legislators and the Governor in Jefferson City that outlines the University’s efficiencies and noted that all University audits are online and open to the public.
5. **Adjournment** – Mr. Spears adjourned the meeting at 3:42 p.m., on the motion of Ms. Fry, the second of Mr. Spears, and the unanimous approval of the committee.


Kristan Gochenauer
Secretary to the Board

MSU-Springfield: Safety and Emergency Preparedness Action Items

Emergency Preparedness:

- Establish a full-time Emergency Preparedness Manager at the University to implement an emergency management program in coordination with the Springfield/Greene County Office of Emergency Management (January 2017)
- Review Emergency Operations Plan and policy library, for further review and update by the Emergency Preparedness Manager (May 2017)
- Coordinate and update individual department emergency response plans and prepare any necessary emergency response plans not currently in place including preparation of Memorandum of Understanding Agreements or Mutual Aid Agreements as applicable with outside agencies (June 2017)
- Revise Emergency Response Plan procedures (June 2017) and update Standard Operating Guidelines to best practices (December 2017)

Public Perception:

- Improve Department of Safety and Transportation public perception and access ensuring differentiation from the Springfield Police Department
 - Update Department of Safety and Transportation mission statement, goals, and training to establish clear expectations (February 2017)
 - Discuss opportunity with the Chief of Police and City of Springfield for evaluation of services and development of an annual report from the Springfield Police Department (February 2017)
 - Market and advertise Department of Safety and Transportation community service programs such as Safe Walk, vehicle jump starts, and flat tire assistance (June 2017)
 - Develop a Safety and Transportation annual report to be paired with the Springfield Police Department annual report for release to the campus community including tracked call information from the Radio Communications Center (June 2017)

IV.

RECOMMENDED ACTION - Resolution authorizing closed meeting

The following resolution was moved by _____ and seconded
by _____:

BE IT RESOLVED by the Board of Governors for the Missouri State University that a closed meeting, with closed records and closed vote, be held during a recess of the Risk Management and Audit Committee of the Board of Governors to consider items pursuant to

- A. R.S.Mo. 610.021(1). "Legal actions, causes of action, or litigation involving a public governmental body..."
- B. R.S.Mo. 610.021(2). "Leasing, purchase or sale of real estate by a public governmental body..."
- C. R.S.Mo. 610.021(3). "Hiring, firing, disciplining or promoting of particular employees by a public governmental body..."
- D. R.S.Mo. 610.021(6). "Scholastic probation, expulsion, or graduation of identifiable individuals..."
- E. R.S.Mo. 610.021(9). "Preparation, including any discussions or work product, on behalf of a public governmental body or its representatives for negotiations with employee groups;"
- F. R.S. Mo. 610.021(11) and (12). "Specifications for competitive bidding..." and "Sealed bids and related documents..."
- G. R.S.Mo. 610.021(13). "Individually identifiable personnel records, performance ratings or records pertaining to employees or applicants for employment..."
- H. R.S.Mo. 610.021(14). "Records which are protected from disclosure by law;" and
- I. R.S.Mo. 610.021(17). "Confidential or privileged communications between a public governmental body and its auditor,...."

VOTE: ___ AYE

___ NAY