**TSCC Regular Business Meeting**

**Draft Meeting Minutes**

**Wednesday, July 22, 2020**

**12:00 pm**

Chair Barringer called the meeting to order at 12:00. All members and staff were present (Tunie Betschart arrived 30 minutes into meeting). Two guests, Janise Hansen and Mary Catherine Moore from the Portland Public Schools Audit Office attended.

**Visit from PPS Auditors**

Janise Hansen

Mary Catherine Moore

The Portland Public Schools Internal Auditors asked to attend the meeting to gather information about possible audit issues as they prepare their annual audit schedule. They explained their backgrounds and that they had sat in on the TSCC/PPS budget hearing. That hearing piqued their interest and they want to ask the commission for ideas for audit subjects.

Commissioner Norton asked for clarification about the types of audits the team performs.

Ms. Hansen confirmed that they were performance auditors, and were in the process of getting their performance audit certifications. She said she was experienced in financial audits and that the district has contract audit firms that audit the financial statements and another contract firm that audits the bond expenditures. Their internal audit function is exclusively performance auditing.

Ms. Hansen said they are here today to ask the commissioners for ideas about audit subjects, both in the commissioners’ professional role and as parents of PPS students.

Commissioner suggestions included:

* The impact of the employee furloughs (Commissioner Wubbold)
* The use of PPS foundation money (Commissioner Quiroz)
* The transition from school resource officers to inhouse security (Commissioner Wubbold)
* The impact of citizen input on district decisions (Commissioner Ofsink)
  + Chair Barringer gave two examples: decisions to close down a year-round schedule and to move the talented and gifted program (Access) to different schools
  + Commissioner Norton reported that the commission asks the PPS board and staff at every budget hearing for examples of the impact of citizen input on board decisions and never gets an answer.
* The annual flip-flop on central services staffing (each year positions are cut or added to central services with no coherent long-term plan). Could an audit on the centralize/ decentralize issue provide information on what works best? (Commissioner Ofsink)
* The outcome measurements as a usable tool. Is the board getting the information it needs to make informed decisions? Student measurement schemes change annually. This year the measurements were more detailed, but then followed up with the need to set a new

baseline, to start all over. The commission hears every year about committees and upcoming metrics, but does not get follow-up the next year. (Chair Barringer and Commissioner Norton). Auditor Hansen confirmed that she had heard this new baseline statement, too, at the hearing.

* The impact of withdrawing from All Hands Raised on the ability to track the legacy community-developed student metrics from that relationship. (Commissioner Wubbold) (Commissioner Quiroz clarified the financial aspects of the transition from All Hands Raised to an inhouse financial function)

In conclusion Ms. Hansen said that the district’s Audit Committee, made up of board members and citizens, is very invested in the audit process and accountability for implementation. She said that the audits and the implementation processes are and will be posted on the PPS's Audit Committee website.

Commission Ofsink thanked the auditors for initiating the conversation today and that the commission looks forward to seeing the outcomes of their work.

The auditors left the meeting at about 12:35.

Staff member Tunie Betschart Joined the meeting.

Commissioner Wubbold raised a question about the commission’s role in the previous session.

Chair Barringer clarified that the auditors had initiated the conversation with individual commissioners and that he and Commissioner Norton had determined that it was a subject for a public commission meeting.

Commissioner Quiroz said she had multiple relationships with PPS officials and staff, including the auditors. She said it is also important that we are just providing requested input.

Commissioner Norton pointed out that these were not elected officers, as other jurisdictions do. She wanted the conversation construed as an official meeting. And it was a conversation that they initiated; the commission was just responding.

Commissioner Ofsink said we had not taken any action as a commission.

Chair Barringer turned to the next item, minutes approval. The following minutes were approved with Commissioner Norton’s previously provided edits:

* June 15th Regular Meeting
* June 18th Regular Meeting
* Port of Portland Budget Hearing
* City of Portland Budget Hearing
* Mt Hood CC Budget Hearing

The commission discussed the Portland Public Schools transcript format and approved them as minutes with the request that the standard introductory wording replace the verbatim introductions.

The commission discussed the spring budget issues. The Portland Public Schools hearing was notable for the district’s lack of clear answers. The commission discussed involving citizen budget advisory committees in the hearings, public input at hearings, and the complications resulting from the variety of electronic platforms used.

Commissioner Quiroz suggested tabling the conversation pending the property tax measure hearings on the fall ballot. The conversation was deferred until then.

Executive Director Gibons discussed his documentation of the impact of the Pandemic on the staff work. Commissioners asked that the paragraph detailing the origins and of spring protests the section on the of answers to the three generic questions be deleted.

Executive Director Gibons reviewed the workplan for FY20, what was completed, and resetting the work plan for FY21. In response to questions, he elaborated on the assistance he provided to the districts related to the Governor’s Executive Order.

Commissioner Norton reminded the commission that we had asked the districts to provide budget updates by December 31, and Executive Director Gibons will draft a plan for soliciting and reviewing those updates.

The commissioners confirmed that quarterly meetings were deferred for now.

Chair Barringer and commissioner Ofsink will work with Executive Director Ofsink to refine the work plan.

The commission ended the meeting sharing information about fall ballot measures and planned a September meeting for preparing for the ballot measure hearings and approving the FY21 work plan.

Chair Barringer adjourned the meeting at about 1:30

Minutes approved by commission at its Sept 15, 2020 meeting.

clg