

## **AUDIT AND ETHICS COMMITTEE MEETING MINUTES MARCH 26, 2025**

The Audit and Ethics Committee meeting was held on Wednesday, March 26, 2025.

Committee Members Present: Presiding Chair Michael Vandenberg, Clifton Harris, and Anne Davis

Officers Present: Teresa Broyles-Aplin, Laura Smith, Dr. Trish Holliday and Recording Secretary David Frankenberg

Presiding Chair Michael Vandenberg called the meeting to order at 8:01 a.m.

### **SAFETY TIP**

Vaughan Charles presented a safety tip on home ladder safety.

### **MINUTES**

Upon motion by Member Davis and seconded by Member Harris, the Committee approved the minutes from the Audit and Ethics Committee meeting held January 22, 2025, with three ayes and zero nays.

### **KRAFT ENCOMPASS QA REVIEW**

Scott Nalley presented a risk assessment and quality review of the Encompass project focusing on risks related to Go-Live and post-Go Live success. He stated that the project is progressing toward a successful on-time and under-budget Go-Live and reported that the overall risk level as of March 19, 2025, was low to moderate. Mr. Nalley provided production support recommendations in the areas of Business and Information Technology and provided an update on prior QAR recommendations.

Chair Vandenberg asked what risks should be expected during the upcoming Go Live that the Board should be aware of. David Frankenberg responded that the team is evaluating the weather which could potentially be a threat if there are significant outages. He added that there are usually some risks when you execute a final cutover due to real time production environments and ensuring everything has been mapped over, and the data is accurate.

Chair Vandenberg commented that the highest concern remaining is post-implementation hypercare and asked if Mr. Frankenberg feels confident that the project is on the right track. He replied that the project has the internal resources in place and stated that it is not a completely new team coming in, but people which have been working on the project. He stated that there is the opportunity to re-evaluate if the project has adequate resources over the coming months, but at this time there is confidence that there is the expertise needed to proceed.

**EXECUTIVE SESSION**

The Committee did not go into Executive Session.

**MISCELLANEOUS**

There were no miscellaneous items to present.

**ADJOURNMENT**

The meeting adjourned at 8:11 a.m.

**APPROVED:** Signed by:  
*Michael Vandenberg*  
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**Presiding Chair Michael Vandenberg**