

Audit Committee Meeting 09 JAN 2026

Attending: Commissioners Winfield, Martinez, Hadler. Consultants Karen Kurtin (Forvis Mazars), Julian Metcalf (GPP Analytics) and Mike Whipple (Richey May). Staff from EMS, Solid Waste, Mark Tyner, Quinn Hall. Brandon Keyes (Richey May) arrived at 9:11.

Chair Winfield called the meeting to order at 9:02 am.

Motion by Hadler to approve the minutes

Second by Martinez

Passes 3-0

Review and approval of engagement letter from Richey May.

Julian noted the engagement letters seems fairly standard. The turnaround may be a bit abbreviated, but other than that it's a basic engagement letter. Karen asked about the timeline. Mike Whipple noted the anticipated April 13th engagement and suggested the trial balances should be available before that. Commissioner Martinez suggested a firm deadline for materials so that everyone is coordinated in delivery. Commissioner Winfield noted the importance of getting the audit delivered on time this year. Mike suggested Friday, April 10th, as the hard deadline for materials and documents. Commissioner Hadler asked for clarification on the deliverables from the County. Andy Smith (EMS) asked if the April deadline provided enough time for a June deadline.

Mike offered a "Prepared by Client" (or "PBC") list that Grand County could consider in order to prepare for the eventual audit. Commissioner Winfield noted the importance of identifying key personnel in component units that Richey May will work with. Some of the component units are still under contract with another auditor. Solid Waste is in the last year of their contract, and Recreation SSD just signed a contract. Some discussion around Grand County and the incentive to encourage component units to comply with and prepare the documents in a timely manner.

Mike discussed the timelines around the audits, and noted that since they're not testing the component units, but only incorporating the numbers into the Grand County financials, the timelines, even if a bit later, should work. Commissioner Martinez noted the existence of other deadlines and requirements that need to be met before the audit is delivered. Commissioner Winfield noted the last commission meeting in June is the 16th, and there would need to be an Audit Committee meeting before that deadline. Commissioner Winfield noted the importance of an audit committee meeting the first week of June.

Mike noted Richey May would need the component units materials by Monday, May 18th.

Component Units should communicate the May deadline to their auditors. Karen asked about existing contracts with EMS and the Healthcare SSD. EMS is willing to join the County, and someone will need to communicate with CHSSD to see what their plan is.

Admin will need to provide Richey May contact info to component units. If other component units decide to join with Richey May, we'll need to let them know as far in advance as possible. Admin will include the PBC list for components.

Motion by Martinez to accept the engagement letter from Richey May
Motion Seconded by Hadler

Passes 3-0

Next meeting March 20th

Adjourn at 9:30 am