

**Legal Services Corporation
Meeting of the Audit Committee
Open Session
Monday, April 16, 2012**

DRAFT MINUTES

Chairman Victor B. Maddox convened an *open session* meeting of the Legal Services Corporation's ("LSC") Audit Committee ("the Committee") at 2:11 p.m. on Monday, April 16, 2012. The meeting was held at the F. William McCalpin Conference Center, Legal Services Corporation Headquarters, 3333 K Street, NW, Washington, DC 20007.

The following Committee members were present:

Victor B. Maddox, Chairman
Harry J.F. Korrell, III
Gloria Valencia-Weber
David Hoffman
Paul L. Snyder
John G. Levi, *ex officio*

Other Board Members Present:

Sharon L. Browne
Robert J. Grey, Jr.,
Charles N.W. Keckler
Father Pius Pietrzyk
Julie A. Reiskin

Also attending were:

James J. Sandman	President
Richard Sloane	Chief of Staff and Special Assistant to the President
Rebecca Fertig	Special Assistant to the President
Kathleen McNamara	Executive Assistant to the President
Victor M. Fortuno	Vice President for Legal Affairs, General Counsel, and Corporate Secretary
Mattie Cohan	Senior Assistant General Counsel, Office of Legal Affairs (OLA)
David Richardson	Comptroller and Treasurer
Martin Polacek	Accounting Manager, Office of Financial and Administrative Services (OFAS)

Jeffrey E. Schanz	Inspector General
Laurie Tarantowicz	Assistant Inspector General and Legal Counsel, Office of Inspector General (OIG)
Ronald "Dutch" Merryman	Assistant Inspector General for Audit, OIG
David Maddox	Assistant Inspector General for Management and Evaluation, OIG
Thomas Coogan	Assistant Inspector General for Investigations, OIG
Daniel Sheahan	Program Evaluation Analyst, OIG
Magali Khalko	Resource Management Specialist, OIG
Carol Bergman	Director, Office of Government Relations and Public Affairs (GRPA)
Elizabeth Arledge	Communications Manager, GRPA
Treefa Aziz	Government Affairs Representative, GRPA
Traci Higgins	Director, Office of Human Resources (OHR)
Eric Jones	Network/System Engineer, Office of Information Technology (OIT)
LaVon Smith	Network/System Engineer, OIT
John Constance	Former Director, GRPA
Frank Strickland	Former LSC Board Chairman and Non-Director Member of the LSC Institutional Advancement Committee
Robert Henley, Jr.	Non-Director Member of the LSC Audit Committee
Chuck Greenfield	National Legal Aid and Defender Association (NLADA)
Terry Brooks	American Bar Association's (ABA) Standing Committee on Legal Aid and Indigent Defendants (SCLAID)
	SCLAID
Lisa Wood	ABA
Linda Perle	Center for Law and Social Policy (CLASP)

The following summarizes actions taken by, and presentations made to, the Committee:

Chairman Maddox called the *open session* meeting to order.

MOTION

Professor Valencia-Weber moved to approve the agenda. Mr. Korrell seconded the motion.

VOTE

The motion passed by voice vote.

MOTION

Mr. Korrell moved to approve the minutes of the Committee's March 15, 2012 telephonic meeting. Professor Valencia-Weber seconded the motion.

VOTE

The motion passed by voice vote.

Chairman Maddox led the discussion on proposed changes to the Committee's charter, noting that the Office of Inspector General had concerns that needed to be addressed. After discussion, it was agreed that the OIG would provide comments on the latest version of the draft charter, and the Committee would hold a meeting prior to July to move towards finalizing the charter for adoption.

Ms. Higgins gave a report on the quarterly review of LSC's 403(b) plan performance.

The Inspector General briefing was given by Mr. Schanz and Mr. Merryman concerning the upcoming corporate audit and the selection of an auditor, as well as the quality control review process that the OIG has undertaken.

Mr. Richardson gave a briefing on travel procedures.

Chairman Maddox invited public comment and received none. There was no new business to consider.

MOTION

Mr. Hoffman moved to adjourn the meeting. Mr. Korrell seconded the motion.

VOTE

The motion passed by voice vote.

The *open session* meeting of the Committee adjourned at 3:46 p.m.