



**PINAL COUNTY**  
WIDE OPEN OPPORTUNITY

## **Pinal County Audit Committee Charter**

### **Purpose**

The Audit Committee's purpose is to assist and advise the Board of Supervisors in fulfilling its oversight for the financial reporting process, the established systems of internal controls, the audit process, and the County's process for monitoring compliance with laws, regulations, code of conduct, and silent whistle hotline.

### **Member Qualifications**

The Committee shall be comprised of members who collectively possess sufficient knowledge of accounting, auditing, internal control and business management. Committee members must have the ability to think objectively and independently, encourage accountability and transparency, and work cooperatively with management and Elected Officials to achieve improvements in County operations. It is important that members have an understanding of the County's mission, vision and values, while demonstrating a thoughtful approach to the ethical issues that may be faced. Members should have a professional approach to their duties, including an appropriate commitment of time and effort. Committee members must not have any material financial interest in the operations of the County.

Audit Committee members whom are designated as Department heads shall recuse themselves from audit activities within their department.

### **Committee Authority and Responsibilities**

The committee will carry out the following responsibilities:

1. Provide a line of communication between the Board of Supervisors and Internal Audit.
2. Inquire of County management and County Elected Officials about significant risks or exposures and provide insight into the steps management has taken to minimize such risks to the county.
3. Review the Annual Comprehensive Financial Report (ACFR) and the Single Audit.
4. Coordinate audit activities among audit resources, including external auditors, to reduce redundant efforts.
5. Review with Internal Audit and/or County Management:
  - a. Internal Audit Charter;
  - b. Annual risk assessment and audit plan, with an emphasis on significant changes;
  - c. The adequacy of the County's internal controls including computerized information system controls and security;
  - d. Scope of audits and completeness of coverage;
  - e. Significant audit findings during the year and management's responses, including management's plan of action to implement recommendations and timeline for completion;
  - f. Any obstacles imposed by management and staff during audits, including scope restrictions or access to required information or personnel.
6. Report Committee actions to the Board of Supervisors with such recommendations as the Committee may deem appropriate.
7. Review the Committee Charter and by-laws annually and seek the Board of Supervisor's approval on any recommended changes.
8. The Committee shall perform such other functions assigned by formal action of the Board of Supervisors.

Revised by Audit Committee: July 25, 2017, and March 7, 2022

**Pinal County Audit Committee Charter**  
Approved and Adopted By the Pinal County Board of Supervisors May 4, 2022



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DATED this 4<sup>th</sup> day of May, 2022.

**PINAL COUNTY BOARD OF SUPERVISORS**

Jeffrey McClure, Chairman

**ATTEST:**

Natasha Kennedy, Clerk of the Board



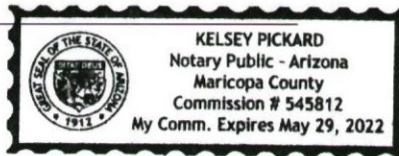
**State of Arizona**

**County of Pinal**

The foregoing instrument was acknowledged before me this 4<sup>th</sup> day of May, 2022, by **Jeffrey McClure, Chairman of the Board of Supervisors of Pinal County**, a body politic and corporate of the State of Arizona, on behalf of the said County.

Notary Public

My Commission Expires:



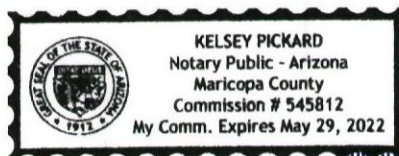
**State of Arizona**

**County of Pinal**

The foregoing instrument was acknowledged before me this 4<sup>th</sup> day of May, 2022, by **Natasha Kennedy, Clerk of the Board of Supervisors of Pinal County**, a body politic and corporate of the State of Arizona, on behalf of the said County.

Notary Public

My Commission Expires:





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**APPROVED AND ADOPTED**

I, **Natasha Kennedy, Clerk of the Pinal County Board of Supervisors**, hereby certify that said Board on the 4 day of MAY, 2022, approved and adopted the foregoing Charter for the Pinal County Audit Committee on behalf of Pinal County, a body politic and corporate of the State of Arizona, for the purposes stated therein.

Natasha Kennedy  
Clerk of the Pinal County Board of Supervisors

