



**MINUTES**  
**Audit Committee**  
**November 27, 2024**  
**Webex Meeting**  
**9:00 a.m. - 10:30 p.m.**

**1. Opening Business** Chair Hughes called the meeting to order at 9:04 AM

- A. Roll Call – Commissioner Hank Hughes, Commissioner Justin Greene (on-line), Community Member Lori Narvaiz (on-line, arrived 9:08 AM) were present. In addition, Finance Director Yvonne Herrera, Finance Division - Jessica Lucero-Muniz; Sam Montoya (on-line), County Manager Greg Shaffer, Deputy County Managers Leandro Cordova and Elias Bernadino (on-line), IT Director Daniel Sanchez, County Treasurer Jennifer Manzanares (on-line), Treasurer's Office - Brian Olachea, Ashley Bravo, Moss Adams Kory Hoggan, Jeff Roybal were in attendance.
- B. Approval of Agenda – Chair Hughes moved to approve the agenda, Commissioner Greene seconded and through a rollcall vote the motion passed unanimously.
- C. Approval of Minutes – Chair Hughes moved to approve the minutes of the August 14, 2024 meeting minutes and Commissioner Greene seconded the motion. Through a rollcall vote the motion passed unanimously.

**2. Closed or Executive Session, As Allowed by NMSA 1978, Section 12-6-5 (See N.M. Attorney General Open Meetings Act Compliance Guide, Example 31)**

At 9:06 AM, the Committee entered into a locked executive session with Chair Hughes, Commissioner Greene, Public Member Narvaiz, Finance Director Yvonne Herrera, Finance Division - Jessica Lucero-Muniz; Sam Montoya (on-line), County Manager Greg Shaffer, Deputy County Managers Leandro Cordova and Elias Bernadino (on-line), IT Director Daniel Sanchez, County Treasurer Jennifer Manzanares (on-line), Treasurer's Office - Brian Olachea, Ashley Bravo, Moss Adams Kory Hoggan, Jeff Roybal.

- A. FY 2024 Financial Statements External Audit Exit Conference – Kory Hoggan and Jeff Roybal – Moss Adams presented the results of the 2024 audit.

End of Executive Session – At 9:35 A.M., Chair Hughes closes the executive session, the Webex meeting was reopened for any attendees. Chair Hughes continued with the agenda item.

**4. Matters from Staff**

- A. Finance Director Herrera gave a brief update on committee assignments and the internal auditor RFP.

**5. Schedule Next Meeting Date of the Audit Committee**

- A. There was discussion to wait to schedule the next meeting until after the Santa Fe County Board of County Commissioners' first meeting in January due to committee appointments and the pending RFP for a new internal auditor.

**6. Adjourn**

The meeting was adjourned at 9:45 AM.

Approved by:

  
\_\_\_\_\_, Chair  
Santa Fe County Audit Committee