



## MABAS DIVISIONS 4 & 5 SPECIALIZED RESPONSE TEAMS

### 2017 Audit Committee Report

On March 21, 2018, the MABAS Divisions 4 & 5 SRT JAC's Internal Audit Committee met to audit the financial documents for fiscal year 2017. The Audit Committee is comprised of two individuals from each member MABAS Division as follows:

- MABAS Division 4
  - Chief John Malcolm (Lake Zurich Fire/Rescue Department)
  - Deputy Chief Eric Montellano (Zion Fire Rescue Department)
- MABAS Division 5
  - Chief Tony Huemann (McHenry Township Fire Protection District)
  - Assistant Chief Mike Kern (Algonquin-Lake in the Hills Fire Protection District)

The Committee reviewed the following documents:

1. Bank Statements
2. Bank Reconciliation Reports
3. All Transactions (Checks, Invoices and Credit Card Statements)
4. Payroll Reports
5. Quarterly Tax Returns
6. Purchasing Policy & Payment of Bills Procedures
7. Approved Budget & Final Budget Report

The Committee found no issues in their review of the above documents and have determined that they accurately represent the overall financial position of the SRT.

MABAS Division 4

Chief John Malcolm (Lake Zurich)

Deputy Chief Eric Montellano (Zion)

MABAS Division 5

Chief Tony Huemann (McHenry Township)

Assistant Chief Mike Kern (Algonquin-LITH)