

Return completed application to:
Clean Water Services | Attn: Kathy Leader
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APPLICATION FOR APPOINTMENT TO CLEAN WATER SERVICES AUDIT COMMITTEE

Name: _____ Employer & Location: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____ Work Phone: _____

Email: _____ Referred by (if any): _____

List other boards, committees, and commissions on which you have served, including dates of service:

Describe experience and/or education that might be significant to this committee:

List any potential conflicts of interest between private life and public service that might result from service on Clean Water Services Audit Committee:

Availability for meetings: _____

List names, addresses, and telephone numbers of two people who may be contacted as personal references:

Signature: _____ Date: _____

You may attach a resume or use additional sheets as necessary. Please see page 2 for voluntary demographic information.

**Thank you for your willingness to serve on the Clean Water Services Audit Committee.
We appreciate your interest.**

If not selected within one year of this date and you are still interested, you will need to reapply.
For additional information, contact Kathy Leader at 503.681.5141 or visit cleanwaterservices.org/auditcommittee

APPLICATION FOR APPOINTMENT TO CLEAN WATER SERVICES AUDIT COMMITTEE



Clean Water Services Audit Committee

The purpose of the Clean Water Services Audit Committee is to review Clean Water Services' (CWS) accounting policies as they relate to the Annual Comprehensive Financial Report (ACFR). The Committee will serve as a liaison between the CWS Board of Directors (Board), the external and independent auditor, and CWS leadership. The Board is composed of individuals elected to the Washington County Board of Commissioners. There are four Board-appointed members of the CWS Audit Committee.

The Committee will meet at least twice a year. The Committee will hold a preaudit meeting with the independent auditor to review the audit plan before the audit commences. The Committee will review the scope and general extent of the independent auditor's planned examination, including the engagement letter.

Upon completion of a given fiscal year's ACFR audit, the independent auditor will meet with the Committee and CWS leadership to review the results and consider the following:

- The details of the ACFR and supplemental disclosures
- Adjustments to the ACFR proposed by the independent auditor
- Reasons for any major fluctuations in financial statements compared to the previous year
- Selection and changes in CWS' accounting principles or their application, if any
- Violation of federal and state law, District ordinance, and contractual agreements reported by the independent auditor
- Management's written response to the independent auditor's management letter and discuss with management the status of implementing prior period recommendations and corrective action plans

Public Involvement

The CWS public involvement process is designed to achieve these results:

- Transparency, trust and credibility among all parties
- Assuring independence of the external auditor
- Assuring integrity of management
- Assuring adequacy of disclosures to the public

Qualifications

The appointees to the Committee will have financial expertise and be knowledgeable in accounting and auditing practices as demonstrated by professional experience in audit, accounting, finance, budget, or business management.

Your Participation

Audit Committee terms are for three years.

By donating time to work in partnership with the independent auditor and CWS management, a community member with qualifying knowledge and experience can add transparency, trust, and credibility to the financial decision making at CWS.

There are many opportunities to serve, including the Clean Water Services Audit Committee, Clean Water Services Advisory Commission, and ad-hoc advisory committees to solve particular issues. If you have any interest in these areas, please contact CWS at 503.681.3600.

Voluntary Demographic Information

Providing information about your gender, age, race, and ethnicity is voluntary. It will not be used in the appointment process and, under federal and state law, it may not be used to discriminate against you. It will be treated as confidential and will only be used for statistical purposes.

Gender: _____ Year of birth: _____

Race/Ethnicity: _____

If you selected "Two or more, or other," please describe: _____

Who we are: Everything we do at Clean Water Services aims to protect public health while enhancing the natural environment of the Tualatin River Watershed. Combining science and nature, we work in partnership with others to safeguard the river's health and vitality, ensure the economic success of our region, and protect public health for more than 600,000 residents and businesses in urban Washington County.

Revised 4/25