

SOUTH CAROLINA EDUCATION LOTTERY AUDIT COMMITTEE MEETING MINUTES

May 6, 2025

3:00 p.m.

The Audit Committee (“Audit Committee”) of the Board of Commissioners of the South Carolina Education Lottery held a meeting on Tuesday, May 6, 2025, in the fourth-floor conference room located at 1333 Main Street, Columbia, South Carolina. The following members, representing a quorum, participated:

Dr. Edward Keith, Chair
Sam Litchfield

Jay Young (via video)
Billy Newsome

Chairman Keith called the meeting to order at 3:13 p.m. He immediately moved to go into Executive Session as authorized by the South Carolina Code of Laws §30-4-70(a) (1) for the purpose of conducting the Annual Performance Evaluation of the Chief Audit Executive. Commissioner Newsome seconded the motion and the committee unanimously approved it. The Chairman then restated that the Audit Committee would go into Executive Session as authorized by the South Carolina Code of Laws §30-4-70(a)(1) for the specific purpose of conducting the Annual Performance Evaluation of the Chief Audit Executive. The Chairman asked all staff to leave the room with the exception of Brittany Davis, Chief Audit Executive, and Claire Jones, Chief Human Resources Officer.

At the conclusion of the Executive Session, the committee returned to open session and Chairman Keith stated that the committee took no action during the Executive Session and conducted no business other than that which the motion authorized. Chairman Newsome moved to accept the Annual Performance Evaluation report of the Chief Audit Executive. Commissioner Young seconded the motion. The committee unanimously adopted the motion.

The Chairman then recognized Ms. Davis who reported on the audits currently in process. She discussed the Lottery Sales Representative (LSR) Mileage Reimbursement Audit that is now complete. She shared the results of that audit with the Chief Sales Officer who agreed with the findings and implemented procedural changes.

Next, Ms. Davis discussed the Mauldin & Jenkins report regarding readiness assessment. There were no unexpected recommendations. She is working with Mike Houtz, Cyber Security Manager, in preparation of the Service Organization Controls (SOC) 2 audit scheduled to begin in October.

She then updated the committee on the Prize Winner Validation Audit in progress. She praised the Security Department for having controls that exceed MUSL requirements. Ms. Davis also noted some proposed recommendations. She expects to finalize this audit within the next few weeks.

