

AUDIT SERVICES OVERSIGHT COMMITTEE
Monday, September 28, 2020
Virtual Meeting via Zoom 3:30 P.M.

The Audit Services Oversight Committee met at the above date and time with the following members present: Chair-Maticia Sims and Vice Chair-Nicholas Long, Shanell Frazer, Mayor Pro Tempore Jillian Johnson, City Manager Thomas J. Bonfield;

Also present: Deputy City Managers Wanda Page and Bo Ferguson; Director of Fleet Management Joe Clark; Assistant Director of Fleet Management John Ferguson; Fleet Management staff: Kim Mitchell; Director of Water Management Don Greeley; Finance Director David Boyd; Utility Finance Manager Heidi Hackett; Director of Audit Services Dr. Germaine Brewington and the Audit Services Department Staff.

Not present: Mayor Steve Schewel (excused)

The Chair, Maticia Sims, called the meeting to order at 3:31 PM.

SUBJECT: APPROVAL OF MINUTES – August 24, 2020

Motion was made to approve the minutes and it was properly seconded to approve the minutes of the August 24, 2020 Audit Services Oversight Committee meeting.

The motion passed unanimously.

SUBJECT: ADJUSTMENTS TO AGENDA

Dr. Brewington shared that she wanted to provide highlights of the Audit Services Department's FY20 and that a few staff members would be assisting with the presentation of this information.

SUBJECT: Year End 2020 Inventory Performance Audit

Dr. Brewington gave a PowerPoint presentation and stated that the annual inventory audit is important because it brings independent oversight to the value of a permanent balance sheet account. This audit was performed to ensure the City has accurate financial data for the inventory on hand at year-end, specifically in the Departments of Water Management, Fleet Management, and the Finance Department.

No Recommendations were proposed.

Questions/Comments:

Maticia Sims stated that the departments and City leadership should be commended for this outcome because having an audit with no recommendations is a testament to the great job the staff in these departments have been doing.

SUBJECT: YEAR END REVIEW

Key Accomplishments for FY 2020 were presented.

Audit staff, Jamie Tindal & Robert Espinosa, gave brief presentations on the various types of video development, training and outreach work for City staff they had been doing as the central component of the Outreach Program in the Department.

Other Business:

Motion was made to give Mayor Shewel an excused absence and it was properly seconded and approved.

Tom Bonfield made a comment about the good work the Committee had been doing.

Maticia Sims commented that it had been a pleasure to work with the City Manager on this Committee.

Dr. Brewington thanked everyone for attending the meeting and reminded everyone about the next meeting.

The next virtual meeting is scheduled for Monday, October 26, 2020.

There being no further business, the meeting was adjourned at 4:08 p.m.

Respectfully submitted,

Jamie K. Tindal