



DeKalb County Audit Oversight Committee

M E E T I N G M I N U T E S

July 22, 2016 ■ 9:00 AM
330 West Ponce DeLeon Avenue
First Floor Conference Room
Decatur, Georgia 30030



Committee Members

Harmel Codi (enroute)
Gena Major (Vice Chairperson)
Monica Miles
Harold Smith (Chairperson)
Belinda Pedroso (temporarily out of the meeting room)

Legal Counsel

Mary Carole Cooney (not present)

I. Call Meeting to Order

The meeting was called to order at 10:01 AM by the Chairperson

II. Adoption of Agenda

Monica Miles moved to adopt the agenda which was seconded by Gena Major; then voted for acceptance by Monica Miles, Harold Smith and Gena Major

III. Opening Statement:

The chair proceeded to provide a status of items as follows:

- a. **Liability Insurance Status** – Legal Counsel Cooney has received application for binding coverage and is further pursuing to have questions answered for completing application and seeking further instructions for finalizing coverage and specific DeKalb County incident exclusions as necessary. Hope to have answers by our July 29, 2016 meeting.
- b. **Records Management Resource Status** – Legal Counsel has discovered records management resource via MCC innovations that specialize in the records management for public sector agencies across Georgia using enterprise content management laserfiche that allows the ability to capture, organize, automate, retrieve, and store records, and manage open records request. Additional information will be provided on July 29, 2016.
- c. **Preparedness for final Interview Session** – The chair acknowledged that all information and protocols have been established to assure a successful 2nd and final interview session to follow for pursuing candidates for the Chief Audit Executive position to be conducted in executive session.

IV. Acceptance of Prior Meeting Minutes

a. July 8, Meeting Minutes

b. July 11, Meeting Minutes

The chair acknowledged advanced copies of meeting minutes were provided prior to this meeting and ask if there were any additions or corrections. There were none and the minutes were accepted as having been provided.

VI. Executive Session: To Interview Candidates for Advancing to the 2 or 3 Final Candidate Stage For the Chief Audit Executive position, who will be ultimately selected by the Board of Commissioners in accordance with HB599

At 10:06 AM, the committee chair moved that the committee enter into executive session for the purpose of completing the final phase of the interview sessions in pursuit of selecting the final candidates for presenting to the BOC for selecting the Chief Audit Executive, subject to background check clearance. The motion was 2nd by Monica Miles. The committee quorum voted unanimous to enter into executive session to begin the interview session with the affirmation of AYE as stated by Harold Smith, Gena Major and Monica Miles.

(Committee Members Harmel Codi joined and Belinda Pedroso re-joined the meeting at approximately 10:15 AM.)

VII. Adjournment of Executive Session

The executive session ended at approximately 3:45PM

VIII. Regular Business Meeting

At 3:49PM the chair asked if there was any further regular business to be discussed; hearing none the chair moved that the regular business meeting be adjourned. It was 2nd by Belinda Pedroso, all members (Harmel Codi, Monica Miles, Belinda Pedroso, Harold Smith, and Gena Major voted unanimously to adjourn.

IX. Meeting Adjournment

Meeting adjourned at 3:49 PM.



**AFFIDAVIT REGARDING A CLOSED MEETING OF THE DEKALB AUDIT
OVERSIGHT COMMITTEE AS REQUIRED BY O.C.G.A. § 50-14-4(b)**

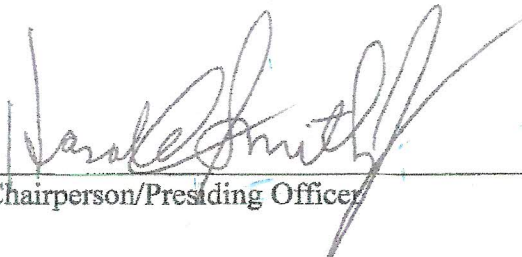
Personally appeared before me, the undersigned officer, duly authorized to administer oaths, **Harold Smith, Jr.** a member of the DeKalb Audit Oversight Committee of DeKalb County, Georgia, who, after being duly sworn, deposes and states under oath as follows:

- 1) I was Chairperson or presiding officer during a closed session of the DeKalb Audit Oversight Committee held on the **22nd** day of **July**, 2016.
- 2) This closed session of the DeKalb Audit Oversight Committee was closed for the purpose of discussing:

Personnel Matters, specifically interviews of candidates for
Chief Audit Executive, and related issues

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- 3) This closed session was devoted to the discussion of the matter or matters set forth in Paragraph 2. Each matter falls into one of the exceptions allowing closed meetings pursuant to O.C.G.A. § 50-14-2 and O.C.G.A. § 50-14-3.
 - 4) This Affidavit is being executed for the purpose of complying with State law which requires that such an affidavit be executed following each closed session of the Committee.

Further Affiant Sayeth Not.



Chairperson/Presiding Officer

Sworn to and subscribed before me

This 29th day of July, 2016.



Notary Public

My Commission Expires:

