



**DeKalb County Audit Oversight Committee**  
**Summary of March 24<sup>th</sup>, 2017 Meeting**

Pursuant to O.C.G.A. § 50-14-1(e)(2)(A), the following is a summary of the subjects acted on and those members present at the March 24<sup>th</sup>, 2017 meeting of the DeKalb County Audit Oversight Committee (AOC):

1. The Meeting was called to order at 12:04 p.m. by Chairperson Monica Miles. Members present were Chairperson Monica Miles, Vice Chairperson Gena Major, Harmel Codi, and William Mulcahy. Harold Smith arrived at the meeting at approximate 1:00 p.m.
2. The Committee adopted its agenda for this meeting by all members present at the time of the vote.
3. CAE Update: John Greene, Chief Audit Executive, reported on the following:
  - The Audit Oversight Committee Contract for an independent audit of the DeKalb County Government Water Metering and Billing was executed on March 17, 2017 with KPMG. In addition, a kickoff meeting was held with KPMG to finalize the scope of the project.
  - The current newly hired staff has begun to work on the overall vision, mission, and values of the Office of Independent Internal Audit (OIIA). We are still in the process of hiring additional personnel as well as reviewing other recruiting options for the Information Technology Audit Manager position. In addition, two Internal Auditor Senior and two Internal Auditor positions have offers out to the potential candidates.
  - He handed out and briefly discussed his proposed draft of the 2017 Risk-Based Audit Plan with the approximate budgeted hours to be spent on the projects.
  - In addition, he is working with DeKalb's Ethics Officer, Stacey Kalberman on the handling of hotline calls.
  - The OIIA's final budget was approved for \$1.36 million dollars. As of February 28, 2017, OIIA spent approximately \$60,000 of the budget, which includes Personal Services.
  - Remodeling of the current office space to create additional offices was approximately \$23,000.
  - He mentioned receiving assistance from Delois Robinson of DeKalb's Purchasing and Contracting department on the external audit solicitation of the Water Billing/Meter process for DeKalb County.
  - A meeting on was held on March 24<sup>th</sup>, 2017 with KPMG and Michael Thurmond, DeKalb County CEO, to discuss the progress of the Water Billing/Meter Audit Solicitation.
4. Corrections to the February 10<sup>th</sup>, 2017 meeting minutes were moved by Chairperson Monica Miles and seconded by Gena Majors, and the amended minutes were unanimously approved.
5. Members of the Committee approved payment of the invoice for legal services rendered in February. William Mulcahy abstained and Harold Smith was not present for the vote.
6. Next Business Meeting is scheduled April 28<sup>th</sup>, 2017 at 12:00 p.m.
7. The Business Meeting adjourned at 3:09 p.m.