



DEKALB COUNTY GOVERNMENT

Audit Oversight Committee (AOC) Meeting Minutes
Friday, February 19, 2016
12:00 p.m.

Attendees

Ms. Harmel Codi, Member
Ms. Gena Major, Vice - Chair
Ms. Monica Miles, Member
Mr. Harold Smith, Chair
Ms. Belinda Pedroso, Member (via teleconference)
Mr. Demetrius McCoy, Policy Analyst (DeKalb County Government)

The Audit Oversight Committee (AOC) meeting was called to order at 12:02 PM by order of Chairman Harold Smith. The meeting began with an opening statement by Chairman Smith embracing the positivity and change in DeKalb County.

After the statement, Chairman Smith opened the floor up for Public Comment.

Public Comment:

1. Mr. Stephen Benney
2. Mr. Joe Arrington
 - a. Consequence when things are done wrong. We must be the guiding principles.
3. Mr. Joel Edwards
 - a. We must have confidence to restore trust in the County government.
4. Viola Davis
 - a. Thanks, prayers, turn things around in DeKalb. Commending Ms. Codi for taking on the fight to get back on the board.

***Public comment completed at 12:18p**

- I. Budget (Led by Belinda Pedroso)**
 - a. Personnel services section
 - i. 13 total positions
 1. CAE
 2. Audit Manager

3. IT Audit Director
 4. Senior Auditor (2)
 5. Senior Staff (2)
 6. Administrative
- b. Salaries
- i. Competitive based on industry standards
 - ii. Presentation/Research for positions
- c. Non-Personnel services
- i. Attorney separate from County Attorney
 - ii. HR outside of County HR
 - iii. Staff training
 - iv. Training for AOC
 - v. Supplies
 - vi. Travel/Miscellaneous

TOTAL BUDGET REQUEST: \$1,785,000

Monica Miles asked what the Audit Fees were based upon (what is it based on? \$100,000), is this to assist the CAE?

Ms. Pedroso responded, stating, “This is an estimate. We are not sure which audit we will need External Auditors to come in and look at. In attempts to properly safeguard.”

Gena Major mentioned that having an External Auditor was highlighted in House Bill 599.

Chairman Smith mentioned that when an External Auditor comes from the outside that the review is extensive.

Harmel Codi mentioned that there are no fees allocated for an HR consultant or administrative personnel (recording secretary independent from the administration).

- This budget does not include administrative personnel.

The committee stated that they would like to have independent clerical staff personnel.

The chairman asked about the number for an outsourced attorney - \$75,000 (combination of all sources).

- Monica Miles mentioned that the line item might need to be revisited for Attorney, HR Consultants and Administrative Assistance for the board.

Ms. Pedroso reminded the Board that this budget is for the Chief Audit Executive (CAE). Further, she asked if the budget should be \$75,000 (for an attorney, HR consultant and administrative assistance) or if it should be higher.

- Ms. Codi stated that the budget should be adjusted up as it is easier to adjust the budget up rather than down.

Ms. Major asked what the line item covered?

- Chairman Smith and Ms. Pedroso responded “The report and the work.”

Chairman Smith provided clarification on the line item for the External HR services.

Monica Miles volunteered to get a couple of quotes for the External Audit firm.

Gena Major moved that the Budget Discussion be tabled for discussion at next meeting, Second by Monica Miles (5-0).

II. Legal Counsel Discussion

The Chairman began by stating that Ms. Mary Carol Cooney had been assisting the committee. The Chairman further stated that Ms. Cooney was discovered through consultation with the Georgia Bar Association

Ms. Major stated that Legal Counsel should be present at all meetings and that there should be a strong importance for legal counsel to be attained sooner than later. She further stated that she believed that Ms. Cooney did a good job and that Ms. Cooney should potentially be considered to be retained.

Ms. Miles stated that she agrees concerning the importance of legal counsel being present in the meetings. Monica asked if the Attorney would do a little bit of Board training as well?

The chairman asked that the Board consider individuals for legal counsel.

The chairman stated that this should not be done in Executive Session.

Ms. Codi stated that she realizes that Ms. Cooney has all of the experience needed to serve as the legal counsel for the AOC.

Gena Major moved that Ms. Cooney be retained as the legal counsel for the AOC. The motion received no second. Motion died.

***The Chairman stated that the item should be tabled until the next meeting.**

III. Presentation for CAE search (DeKalb County Human Resources)

Ms. Benita Ransom passed out a Chief Audit Executive Search brochure to the Audit Oversight Committee. Ms. Ransom stated that she would go through the brochure with the committee. She mentioned that if the committee wants, the HR department (Linda Blackwell) would conduct the search.

Ms. Ransom mentioned that the Board would have to decide on the final salary of the CAE. The committee asked for information on how this will be advertised. The highlights are in the brochure. On the website, we have the capability to put the brochure and all of the other supplemental information from CAE position details.

Ad's will be featured in national trade magazines (GMA, NACO)

The committee did not have any further discussion regarding the CAE potential HR search.

The chairman asked if the committee was ready to proceed with HR conducting the search of the CAE.

Moved by Monica Miles & 2nd by Gena Major. No further discussion (4-0-1)

- ***Belinda Pedroso, not present***
- ***HR will proceed with the search of the CAE.***

Ms. Codi wanted to make a public comment: she was glad to be here and that she feels that the members of the committee are here because they have a vested interest in reforming this county. She stated that she is here because she believes her position is to make sure that things are done in a fair, equitable and transparent way. She stated that she takes it very personal when someone says that she has an agenda rather than the HB 599.

The committee began discussion regarding the next meeting. Members of the committee expressed that the committee needs to meet quite frequently until the CAE is selected

IV. Meeting Dates

The committee began discussion regarding the next meeting. Members of the committee expressed that the committee needs to meet quite frequently until the CAE is selected

- March 11 – **same time, same place**
- March 25

****Meeting was adjourned at 1:37p (Moved by Gena Major, 2nd by Monica Miles)***