



DEKALB COUNTY GOVERNMENT

Audit Oversight Committee Minutes

Friday, March 11, 2016

12:00 Noon

Meeting Attendees:

Harold Smith, Jr. – Chairperson

Gena Major – Vice Chairperson

Belinda Pedroso

Monica Miles

Harmel D. Codi

1. Call Meeting to Order

The meeting was called to order by Harold Smith at 12:01 PM

2. Welcome and Introduction

The public was welcomed by the chair and the committee members introduced themselves.

3. Adoption of Agenda

The agenda was adopted as motioned by Belinda Pedroso, then seconded by Gena Major.

4. Opening Statement

The chair expressed an acknowledgement of a successful first official meeting held February 19, 2016, covering all of the agenda items inclusive, of approving the release of DeKalb HR to commence the national search for the Chief Audit Executive (independent Auditor), while discussing other agenda items i.e. Budget, Legal Counsel, which were to be continued at the next meeting.

5. Public Comment Guidelines:

Public comment guidelines were presented by Harmel Codi

6. Public Comments

Joe Arrington: expressed the importance of having a opportunity to make a positive difference in DeKalb County Government via an effective independent Audit process

Joel Edwards: Questioned the composition of the committee not being representative of the entire county from his view point.

7. Reading of the minutes of February 19, 2016 Meeting

The minutes were read by Monica Miles. The chair asked if there were any corrections. A few corrections were expressed dealing with the correct spelling of name or word references.

Harmel Codi expressed that the minutes needed to be published for public comment before acceptance by the committee. The chair decided that the minutes be tabled until the corrections are made then readdressed at the upcoming meeting to assure proper public comment protocol is followed.

8. Budget Discussion:

The chair expressed that the Budget Discussion be taken from the table for further discussion.

The motion was made by Belinda Pedroso, then seconded by Gena Major. All present voted to continue the Budget discussion. Belinda Pedroso led the budget discussion and explained the changes to the budget as recommended at the February 19, 2016 meeting i.e. to separate the AOC expenses from non-personnel services staff, unbundling Legal and HR expense as separate line items and adding a line item for Employment Advertising expenditures. Monica Miles expressed a need to disclose an in-kind discounted expense associated with her being a member of the Fraud Examiners Association that allowed HR to advertise the CAE job at a discounted expense rate. The chair expressed that the disclosure might be resolved as a foot note in the financials. To resolve these questions, the committee motioned to table the discussion until we could get more information from the budget director to provide direction and input to the committee's inquiries at the upcoming meeting.

9. Legal Counsel

The chair invited two attorneys who provided their resumes, to speak to the committee through questions prepared to obtain information about their abilities and interest in providing legal counsel to the Audit Oversight Committee and the Office of Internal Audit. They were Attorney Mary Carole Cooney and Attorney Jason Daffney. While the committee agreed in general that we needed legal counsel immediately and that we could possibly use the services of both individuals, with one being used during our committee development, and the other used more after the hiring of the CAE. Belinda Pedroso questioned whether the acquisition of the attorneys required public advertisement. The chair decided that he would defer action and research county procurement policy and the county legal department to inquire of their protocols for securing legal resources then advise the committee before voting on this acquisition.

10. By-Laws

Gena Major led the discussion on the bylaws by reading through the documentation for comprehension and comment. Monica Miles questioned rule 16 asking if the addition of an independent administrative personnel should not be an option for doing the minutes and other administrative functions in support of the committee. The chair commented that the permanent solution is to use the administrative function of the Office of Internal Audit once established, but until then we would use DeKalb County administrative support as advised in the February 5, 2016 Attorney General's opinion. Action to vote on the By-laws was deferred pending modification of the by-laws for presenting at the March 25, 2016 meeting.

11. Other Business

Training – Open Government meeting Training is scheduled for March 25, 2016

- The Chair recommended a YouTube video for Roberts Rule of Order by inserting “Parliamentary Procedure Basics” in the subject line.
- Belinda Pedroso recommended: Getting Hotline Training for DeKalb

Other

- the Chair advised that he would provide water for the meeting
- Belinda to get an email address to access Hotline feedback.

12. Adjournment