



DeKalb County Audit Oversight Committee Summary of March 23rd, 2018 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 23, 2018 meeting of the DeKalb County Audit Oversight Committee (AOC):

1. The Meeting was called to order at 12:03 p.m. by Chairperson Gena Major. Members present were Chairperson Gena Major, Harold Smith, Jr. Harmel Codi and Monica Miles¹.
2. The Committee adopted its agenda for this meeting by all members present at the time of the vote.
3. Public Comments were made by DeKalb County resident Joe Arrington, Stephen Binney, and Ryan Brown.
4. Chairperson Gena Major commented on her appreciation for the progress the Office of Independent Internal Audit has made into the start of 2018. In addition, Chairperson Gena Major thanked Committee members for their commitment and service to the Audit Oversight Committee.
5. Members of the Committee approved payment of the invoice for legal services rendered in February by a unanimous vote.
6. The minutes of the January 26, 2018 meeting were approved and accepted as presented, with no objections or corrections having been made.
7. Chairperson Gena Major stated that the Committee in Executive Committee will be reviewing resumes of prequalified candidates for the two vacant AOC appointment positions to submit as recommendations to the Howard Mosby, Georgia House of Representatives, District 83.
8. Antwyn Brown of DeKalb County's Board of Commissioners Chief of Staff, stated that the process of amending HB 599 was moving forward in the legislature.
9. CAE Update: John Greene, Chief Audit Executive, reported on the following:
 - a. The CAE stated that actuals for February is on track in regards to budget expenditures and also includes a salary adjustment in the budget for raises for employees approved by the Board of Commissioners on February 27, 2018.
 - b. The CAE stated that the OIIA is in the planning phase of addressing DeKalb's Animal Control department findings brought forth by the public.
 - c. The CAE reported that the OIIA has continued to conduct assignments on the current Work Plan in the following areas :
 - a. CDL Testing/Safety Compliance
 - b. Review of Cash Handling Procedures
 - c. Temporary Service Contracts (Finance, Sanitation, & Watershed)
 - d. Professional Services
 - e. Personal Identifiable Information Records

¹ Monica Miles attended via tele-conference.

- f. Alcohol Privilege License Process**
- g. Water Billing System Implementation Engagement**
- h. Animal Shelter (Post-construction)**
- i. Local Small Business Enterprise Program**
- j. Informal/Formal Procurement Processes**
- k. Consent Decree**
- l. Animal Service Process**
- m. Code Enforcement Process.**
- n. 2018 Risk Assessment Draft Proposal**

10. Chairperson Gena Major called for a motion to go into executive session which was unanimously approved by all AOC members.

11. Chairperson Gena Major exited the executive session as approved by all AOC members.

12. Next Business Meeting is scheduled May 25, 2018 at 12:00 p.m.

13. The meeting was adjourned at 2:05 p.m.