



**DeKalb County Audit Oversight Committee
Summary of May 29th, 2020 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 May 29, 2020 meeting of the DeKalb County Audit Oversight Committee (AOC):

1. The Meeting was called to order at 12:06 p.m. by Chairperson Harmel Codi. Members present were Chairperson Harmel Codi, Vice Chairperson Adrienne McMillon, Lisa Earls, Clair Cousins and Harold Smith.
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 Claudette Leak.
4. Chairperson Harmel Codi commented on her appreciation for the Audit Oversight Committee and the election to serve as the Chairperson for the Audit Oversight Committee and commented on the Covid-19 Epidemic.
5. Members of the Committee approved payment of invoices for March 2, 2020 for legal services provided in February 2020, the legal invoice of April 1, 2020 for legal services provided in March 2020, and the legal invoice of May 1, 2020 for legal services provided in April 2020.
6. The minutes of the February 28, 2020 meeting was approved and accepted as presented by all members present at the time of the vote.
7. CAE Update: John Greene, Chief Audit Executive, reported on the following:
 - The CAE stated that actuals for April are on track regarding budgeted expenditures.
 - The CAE stated that Len Ohnstad was promoted as the Performance Audit Manager and the Internal Auditor Sr. position is open to fill.
 - Yolanda Lockett gave an update on the status on the TeamMate Migration upgrade and stated OIIA is expecting the migration to begin at the end of July 2020.
 - The CAE stated he submitted a Care Act Proposal to CEO Michael Thurmond outlining how OIIA could assist with the audit/review aspects of expended funds received by the Federal Government.
 - The CAE stated that OIIA staff has been working from home since 3/20/20 until present due to the County mandated work from home order.
 - The CAE reported that the OIIA has continued to conduct assignments on the current Work Plan in the following areas:
 - a. CDL Privilege Process
 - b. Accounts Payable System
 - c. Personal Identifiable Information (PII)
 - d. Animal Service Process Enforcement
 - e. Vehicle Fuel Administration
 - f. Workforce Development Grant
 - g. Utility Billing Systems Implementation

- h. SPLOST Vehicle**
- i. Off-cycle payroll**
- j. Lou Walker Senior Center**
- k. Cybersecurity (limited)**
- l. Code Enforcement**
- m. P-Card**
- n. Pension**
- o. Alcohol License Process**
- p. Treasury**

8. Next Business Meeting is scheduled August 7, 2020 at 12:00 p.m. (Location to be TBA)

9. The meeting was adjourned at 1:13 p.m.