



DeKalb County Audit Oversight Committee

MEETING MINUTES

August 7, 2020 ▪ 12:00 PM

Zoom Video Conference Call

1300 Commerce Drive

Decatur, Georgia 30030



Committee Members

Harmel Codi
Adrienne McMillon
Claire Cousins
Lisa Earls
Harold Smith, Jr

Legal Counsel

Mary Carole Cooney

I. Call Meeting to Order

Chairperson Harmel Codi called the meeting to order at approximately 12:05 p.m.

II. Welcome and Introduction of Committee Members

Chairperson Harmel Codi introduced the members of the Audit Oversight Committee on the ZOOM call.

III. Adoption of the Agenda

Adoption of the proposed agenda was moved by Harold Smith, seconded by Adrienne McMillon and approved unanimously.

IV. Statement of Public Comment Guidelines

Legal Counsel Mary Carole Cooney read aloud the guidelines for comments from members of the public.

V. Public Comments

(15 minutes; 3 minutes per person)

Legal Counsel Mary Carole Cooney read aloud the guidelines for comments from members of the public. No public comments were made.

VI. Audit Oversight Committee Chairperson Harmel Codi Comments

Chairperson Harmel Codi commented on her appreciation for the Audit Oversight Committee and commented on the Covid-19 Epidemic.

VII. June Legal Invoice - Review/Approval for Payment

The legal invoice for legal services provided in June was discussed. Harold Smith and Adrienne McMillon seconded a motion to approve the invoice as accepted as records only. Motion was approved by members present at the time of vote.

VIII. Acceptance of May 29, 2020 Minutes

The minutes of the May 29, 2020 meeting were approved as presented by all members present at the time of the vote.

IX. CAE Update: John Greene, Chief Audit Executive, reported on the following:

- **The CAE stated that actuals for June are on track regarding budgeted expenditures.**
- **The CAE stated that Alicia Hall was promoted from Internal Auditor to an Internal Auditor Senior and that new hire Lakesha Hall was hired as an Internal Auditor Senior.**
- **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.**
- **Jin Veeranarong gave an update on the TeamMate Migration status.**
- **The CAE reported that the OIIA has continued to conduct assignments on the current Work Plan in the following areas:**
 - **CDL Privilege Process**
 - **Accounts Payable System**
 - **Personal Identifiable Information (PII)**
 - **Animal Service Process Enforcement**

- **Vehicle Fuel Administration**
- **Workforce Development Grant**
- **Utility Billing Systems Implementation**
- **SPLOST Vehicle**
- **Off-cycle payroll**
- **Lou Walker Senior Center**
- **Cybersecurity (limited)**
- **Code Enforcement**
- **P-Card**
- **Alcohol License Process**
- **Treasury**

X. Other Business

No other business was discussed.

XI. Next AOC Meeting Date

The next business meeting of the Committee is scheduled for October 23, 2020 at 12:00 p.m.

XII. Business Meeting Adjournment

The Meeting adjourned at 12:48 p.m. with the unanimous consent of all Committee members present.