



DeKalb County Audit Oversight Committee

MEETING MINUTES

October 23, 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 12:03 p.m.

II. Welcome and Introduction of Committee Members

Chairperson Harmel Codi introduced the members of the Audit Oversight Committee.

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)

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 the four years of operation of the Office of Independent Internal Audit. She also stated that this will be her last year serving on the Audit Oversight Committee.

VII. August/September 2020 Legal Invoice - Review/Approval for Payment

Members of the Committee approved the payment of an invoice for legal services provided from August 2020 through September 2020. Harold Smith and Adrienne McMillon seconded a motion to approve the invoices. Motion was approved by members present at the time of vote.

VIII. Acceptance of August 7, 2020 Minutes

The minutes of the August 7, 2020 meeting were approved as presented by all members present at the time of the vote.

IX. Mauldin & Jenkins Update on 2019 Audit

Doug Moses of Maldin & Jenkins gave a presentation on the 2019 Audit of DeKalb County.

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

- The CAE stated that actuals for September are on track regarding budgeted expenditures.
- The CAE stated that Rubby Ikechi was hired as the IT Internal Auditor Sr. and the Internal Auditor position is in the process of being filled.
- Yolanda Lockett gave an update on the status on the TeamMate Migration upgrade and expects the office to go live in the TeamMate+ environment in November 2020.
- The CAE stated that OIIA staff has been working from home since 3/16/20 until present due to the County mandated work from home order.
- The CAE reported that the OIIA has continued to conduct assignments or start assignments on the current Work Plan in the following areas:
 - a. Accounts Payable System
 - b. Personal Identifiable Information (PII)
 - c. Vehicle Fuel Administration
 - d. Utility Billing Systems Implementation
 - e. SPLOST Vehicle
 - f. Off-cycle payroll
 - g. Lou Walker Senior Center
 - h. Cybersecurity (limited)

- i. Code Enforcement
- j. P-Card
- k. Pension
- l. Alcohol License Process
- m. Treasury

XI. Other Business

No other business was discussed.

XII. Next AOC Meeting Date

The next business meeting of the Committee is scheduled for December 18, 2020 at 12:00 p.m.

XIII. Business Meeting Adjournment

The Meeting adjourned at 1:05 p.m. with the unanimous consent of all Committee members present.