



City of Atlanta
CITY AUDITOR'S OFFICE
AUDIT COMMITTEE MEETING
MINUTES

Friday, August 21, 2020	9:00 A.M.	Public Conference Bridge (877) 499-2930 Access Code: 4354262
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A meeting of the Audit Committee was held remotely on Friday, August 21, 2020, at 9:00 a.m. via Public Conference Bridge. The following members were present:

Attendees	Status
Marion Cameron, Chair	Present
Daniel Ebersole	Present
Danielle Hampton	Present
Amanda Beck	Present

Others in Attendance included:

City Auditor's Office Staff: Amanda Noble, Stephanie Jackson, Matthew Ervin, Randi Hadeen, Micheal Jones, Nia Young and Jackie Ragan.

KPMG: Karen Mitchell

1. Adopt Agenda
The agenda was adopted as presented.
2. Approval of Minutes
Amanda Beck moved to accept the minutes of the last meeting on February 19, 2020. Daniel Ebersole seconded the motion and the committee voted unanimously in favor.
3. Public Comments
There were no comments from the public.
4. Consideration of audit reports to be released:
 - a. Management of Live Nation Lease Agreements
Mr. Ebersole moved to release the report. Ms. Beck seconded the motion and the committee voted unanimously in favor of the release of the report.

- b. Airport Security
Ms. Beck moved to release the report. The motion was seconded by Danielle Hampton and the Committee voted unanimously in favor to release the report.

 - c. Renew/TSPLOST; d. Comcast Franchise Fees; and e. City Hiring Process
Marion Cameron, Chairperson, recommended that if there were no discussion needed on the last three reports, that they be taken as a block to approve for release.
Ms. Beck made the motion to approve the last three reports for release. Ms. Hampton seconded the motion and it passed with a unanimous vote by the Committee.
5. Consideration of annual audit plan revisions
Amanda Noble, City Auditor, updated the Committee on the audits in progress. The Committee agreed to move the audit for scooter enforcement down on the list and to add the building permit audit to the list and that all other projects remain as is. Mr. Ebersole moved to make the adjustments to the audit plan and accept it as corrected. Ms. Beck seconded the motion and the Committee voted unanimously in favor.
 6. Develop Audit Committee schedule
The Committee scheduled the next meeting for Thursday, September 17, 2020 at 9:00 a.m. Ms. Noble stated that she would check City Council's calendar and with KPMG and could have a proposed schedule to present at the next meeting on September 17th.
 7. Update on City Auditor's Office staffing and budget for FY21
Ms. Noble presented an excerpt from the FY21 budget. Ms. Noble stated that there was an 8.5% overall decrease in the budget but there was slight increase in the general fund. Ms. Noble stated that the office currently has nineteen positions, but three positions would be moved once the IG is in place. The office has two vacant positions, with one of the positions funded in FY21. Ms. Noble informed the Committee that the office had received funding for electronic software in the budget, Missionmark, which is designed for local government auditors.
 8. Follow up of open audit recommendations
Ms. Noble updated the Committee on the status of open audit recommendations, stating that there are 116 open.
 9. Status of current projects
Ms. Noble updated the Committee on the status of current project. She informed the Committee that a contract had been executed with Windham Brannon for the forensic audit.
 10. Update on request for city email addresses
Ms. Noble stated that the e-mail addresses have been requested but is in a holding pattern awaiting a city policy which is under revision.
 11. Discussion of procurement of external audit services for FY21
Ms. Noble updated the Committee on the status of the current contract. The current contract is in the first renewal option of two renewal options. Mr. Ebersole questioned the city contracting process and suggested that the preliminary work start for procuring a new auditor.

12. Discussion of annual evaluation of city auditor

Ms. Noble provided the Committee with a template to conduct a performance evaluation for her since evaluations are being done for the rest of the staff. Ms. Noble will provide the contact for Taci Perkin, in HR, and Ms. Hampton will follow up on getting any information needed to complete the evaluation.

There being no further business, the meeting adjourned at 10:22 a.m.