



## AGENDA

**Audit Committee**  
**Tuesday, November 13, 2018**  
**4:15 p.m. – 5:15 p.m.**  
**City Hall, Room 301**

- A. Approval of the Tuesday, August 21, 2018 Meeting Minutes
  
- B. Update on the 2018 Work Plan
  
- C. 2019 Work Plan
  
- D. General Information Update
  
- E. Items for Discussion at next meeting

**Note: The Audit Committee Meeting is open to the public. However, public comments are not received unless the Committee Chair requests that an individual provide information to the Committee.**

## AUDIT COMMITTEE MEETING MINUTES

Tuesday, August 21, 2018

Committee Members Present:

Commissioner Diane Bell, Committee Chair  
Commissioner Sharyn Dickerson  
Commissioner Kelly Girtz  
Commissioner Melissa Link

Visiting:

Nancy Denson, Mayor  
Lee Shearer, Athens Banner Herald  
Blaine Williams, Manager

Committee Member(s) Absent:

Commissioner Jared Bailey

Staff:

Stephanie Maddox, Internal Auditor  
Jill Arquette, Management Analyst  
Deborah Allen, Recorder

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Committee Chair Bell called the meeting to order at 4:46 PM.

A. **Approval of Minutes:**

The committee unanimously approved the Minutes from the June 21, 2018 meeting.

B. **Operational Analysis 2018 Work Plan Update:**

Internal Auditor Maddox provided a status update on the annual work plan.

- Central Services Department – Fleet Management
- Public Utilities Department – Water Business Office
- Sheriff's Office

C. **Operational Analysis 2019 Work Plan:**

The committee discussed the 2019 Work Plan. The committee directed the Internal Auditor to request audit suggestions from the following: Mayor and Commission, Manager's Office, County Attorney, and Elected and Constitutional Officers. Internal Auditor Maddox will prepare a list of audit suggestions for committee discussion at the next meeting.

Current Audit suggestions:

- County-wide P-Card Program
- Police – Promotion Process
- SPLOST/Capital Improvement Program
- Central Services – Animal Control

D. **General Information:**

The Audit Committee meets every other month on the 3<sup>rd</sup> Thursday. **The next meeting is scheduled for October 18, 2018 at 4:15 p.m.; room 301.**

E. **Items for Discussion at the next meeting**

2019 Work Plan

The meeting adjourned at 5:18 PM.