METROPOLITAN NASHVILLE METROPOLITAN AUDIT COMMITTEE MEETING AGENDA (Revised 12/6/2012)

December 11, 2012 4:00 p.m.

Committee Room 4 205 Metropolitan Courthouse

- I. Call Meeting to Order
- II. Approval of Minutes for the September 25, 2012, Meeting, (Bob Brannon Committee Chairman)

III. New Business

- External auditor presentation FY 2012 CAFR (Crosslin & Associates, P.C.)
- Discussion on Agreed-Upon Procedure for the General Sessions Court Probation Office report issued September 27, 2012 (Mark Swann – Metropolitan Auditor)
- Discussion on Audit of the Acceptable Use of Information Technology Assets Nashville Expo Center audit report issued September 28, 2012 (Mark Swann – Metropolitan Auditor)
- Discussion on Audit of the Acceptable Use of Information Technology Assets –
 Office of Emergency Management audit report issued November 29, 2012 (Mark Swann – Metropolitan Auditor)
- Discussion on Audit of Contract Monitoring Process at Metro Nashville Public Works audit report issued October 2, 2012 (Mark Swann – Metropolitan Auditor)
- Discussion on the Information Technology Services' Certificate Service audit report issued October 19, 2012 (Mark Swann – Metropolitan Auditor)
- Discussion on Audit of Metro Nashville's Motor Fuel Usage audit report issued October 25, 2012 (Mark Swann – Metropolitan Auditor)
- Discussion on the Audit of Nashville Fire Department Drug Inventory audit report issued October 26, 2012 (Mark Swann – Metropolitan Auditor)
- Discussion on the Audit of Nashville Career Advancement Center audit report issued November 27, 2012 (Mark Swann – Metropolitan Auditor)
- Discussion on the Audit of the Metropolitan Nashville Historical Commission audit report issued December 3, 2012 (Mark Swann – Metropolitan Auditor)

IV. Old Business

- Hotel Occupancy Tax Audits (Mark Swann Metropolitan Auditor)
- Audit of Nashville Electric Services by State Comptroller's County Audit Division (Mark Swann – Metropolitan Auditor)
- Follow-up on external auditor presentation FY 2011 Management Letter and Single Audit (Bob Brannon Committee Chairman)
- V. Metro Hotline Status and Investigation Reports (Carlos Holt Internal Audit Manager)

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VI. Internal Audit Project Status (Mark Swann – Metropolitan Auditor)

VII. Other Administrative Matters (Mark Swann – Metropolitan Auditor)

- Office of Internal Audit Performance Report November 1, 2011 to October 31, 2012
- FY 2013 Budget
- Staffing

VIII. Consideration of Items for Future Meetings (Bob Brannon - Committee Chairman)

- Propose 2013 Meeting Dates
- IX. Adjournment of public meeting Next meeting Tuesday, February 12, 2013.



To request an accommodation please contact Mark Swann at (615)862-6158.