

METROPOLITAN NASHVILLE
METROPOLITAN AUDIT COMMITTEE MEETING AGENDA
(Revised September 5, 2013)
September 10, 2013 4:00 p.m.

Committee Room 4
205 Metropolitan Courthouse

- I. Call Meeting to Order
- II. Approval of minutes for the July 9, 2013, meeting (Bob Brannon – Committee Chairman)
- III. New Business
 - Discussion on Metropolitan Auditor 2014 recruitment and recommendations for the term July 1, 2014, through June 30, 2022 (Bob Brannon – Committee Chairman, Theresa Costonis – Department of Law, Sonny Lyons – Metro Human Resources Department)
 - Discussion on request to amend current Internal Audit Work Plan to include an audit of Metro Water Services Flood Buy-out Program (Mark Swann – Metropolitan Auditor)
 - Discussion on Audit of Information Technology Services Telecom Services audit report issued July 12, 2013 (Mark Swann – Metropolitan Auditor)
 - Discussion on Audit of Nashville Fire Department Grant Administration report issued July 26, 2013 (Mark Swann – Metropolitan Auditor)
 - Discussion on Audit of Metropolitan Development and Housing Agency Procurement-to-Pay Process audit report issued August 2, 2013 (Mark Swann – Metropolitan Auditor)
 - Discussion on Hotel Occupancy Taxes for Fiscal Year 2013 audit report issued August 22, 2013 (Mark Swann – Metropolitan Auditor)
 - Discussion on Audit of Clerk and Master audit report issued August 28, 2013 (Mark Swann – Metropolitan Auditor)
 - Committee survey results and annual confirmation of responsibilities outlined in the Metropolitan Nashville Audit Committee Bylaws (Bob Brannon – Committee Chairman, Mark Swann – Metropolitan Auditor)
 - Annual assessment of Metropolitan Auditor's performance (Bob Brannon – Committee Chairman)
 - Bylaws annual review (Bob Brannon – Committee Chairman)
- IV. Old Business
 - Fiscal Year 2014 Hotel Occupancy Tax audits (Mark Swann – Metropolitan Auditor)
 - Follow-up on external auditor presentation FY 2012 CAFR, Single Audit, and Management Letter (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)

- FY 2014 Budget
- Audit Committee Member Training: 1) Sexual Harassment and 2) Diversity Awareness

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

- External auditor presentation Metropolitan Nashville Fiscal Year 2013 Comprehensive Annual Financial Report

IX. Adjournment of public meeting – Next meeting Tuesday, December 10, 2013.



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