

**METROPOLITAN NASHVILLE
METROPOLITAN AUDIT COMMITTEE MEETING AGENDA
October 14, 2014 4:00 p.m.**

**Committee Room 4
205 Metropolitan Courthouse**

- I. Call Meeting to Order
- II. Approval of Minutes for the July 8, 2014, meeting (Bob Brannon – Committee Chairman)
- III. New Business
 - Discussion on request to amend current Internal Audit Work Plan to include an audit of Health Department Medical Examiner's Office (Mark Swann – Metropolitan Auditor)
 - Discussion of Office of Internal Audit Peer Review report issued July 10, 2014 (Mark Swann – Metropolitan Auditor)
 - Discussion on Audit of Parks and Recreation Centennial Sportsplex audit report issued July 18, 2014 (Mark Swann – Metropolitan Auditor)
 - Discussion on Audit of Social Services audit report issued August 20, 2014 (Mark Swann – Metropolitan Auditor)
 - Discussion on Audit of Law Department Claims Process audit report issued September 9, 2014 (Mark Swann – Metropolitan Auditor)
 - Discussion on Hotel Occupancy Tax Audit Summary Fiscal Year 2014 audit report issued September 17, 2014 (Mark Swann – Metropolitan Auditor)
 - Discussion on Audit Unusual Financial Related Transactions audit report issued September 22, 2014 (Mark Swann – Metropolitan Auditor)
 - Metropolitan Nashville Audit Committee and Metropolitan Nashville Office of Internal Audit Bylaws annual review (Bob Brannon – Committee Chairman)
 - 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)
- IV. Old Business
 - Update on the status of the comprehensive performance audit of Metropolitan Nashville Public Schools (Mark Swann – Metropolitan Auditor and McConnell Jones Lanier & Murphy LLP)
 - Follow-up on the FY 2013 Single Audit and Management Letter (Bob Brannon – Committee Chairman)
 - Corrective Action Plan for Register of Deeds Office
 - Hotel Occupancy Tax Audits (Mark Swann – Metropolitan Auditor)

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- V. Metro Hotline Status and Investigation Reports (Carlos Holt – Internal Audit Manager)
- VI. Internal Audit Project Status (Mark Swann – Metropolitan Auditor)
- VII. Other Administrative Matters (Mark Swann – Metropolitan Auditor)
 - FY 2015 Budget Status
 - Office of Internal Audit Move to Parkway Towers
- VIII. Consideration of Items for Future Meetings (Bob Brannon - Committee Chairman)
- IX. Adjournment of public meeting – Next meeting December 9, 2014



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