

**METROPOLITAN NASHVILLE  
AUDIT COMMITTEE MEETING AGENDA  
November 10, 2015 4:00 p.m.**

**Committee Room 4  
205 Metropolitan Courthouse**

- I. Call Meeting to Order
- II. Introduction of New Members
- III. Approval of Minutes for the July 28, 2015, meeting (Bob Brannon – Committee Chairman)
- IV. New Business
  - Office of Internal Audit Issued Audit Reports (Mark Swann – Metropolitan Auditor)
    - Discussion on Audit of the Citywork Interim System Development Report audit report issued August 30, 2015
    - Discussion on Audit of the Circuit Court Clerk' Funds Held in Trust audit report issued September 3, 2015
    - Discussion on Audit of Finance General Reserve Funding and Capital Asset Process audit report issued September 4, 2015
    - Discussion on Audit of General Services Department Radio Communication Division audit report issued November 2, 2015
    - Discussion on Audit of Parks and Recreation Maintenance Division audit report issued November 5, 2015
  - 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)
- V. Old Business
  - Follow-up on CAFR, Single Audit and Management Letter (Bob Brannon – Committee Chairman)
  - Discussion on proposed supporting internal audit legislation (Mark Swann – Metropolitan Auditor)
- VI. Metro Hotline Status and Investigation Reports (Mark Swann – Metropolitan Auditor)
- VII. Internal Audit Project Status (Mark Swann – Metropolitan Auditor)
- VIII. Other Administrative Matters (Mark Swann – Metropolitan Auditor)

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- FY2016 Budget Status
  - Staff Changes
  - Audit Committee
    - Frequency of Meetings
    - Boards and Commission Member Training
- IX. Consideration of Items for Future Meetings (Bob Brannon - Committee Chairman)
- X. Adjournment of public meeting – Next meeting December 8, 2015



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