

**METROPOLITAN NASHVILLE
METROPOLITAN AUDIT COMMITTEE MEETING AGENDA
April 11, 2017 4:00 p.m.**

**Committee Room 2
205 Metropolitan Courthouse**

- I. Call Meeting to Order (Brack Reed - Committee Vice-Chairman)
- II. Election of Committee Chairman and Vice-Chairman
- III. Approval of Minutes for March 14, 2017, Meeting (Committee Chairman)
- IV. New Business
 - Discussion on Audit of Metro Human Relations Commission audit report issued April 5, 2017. (Nan Wen –Internal Auditor II)
 - Discussion on the Metropolitan Nashville Office of Internal Audit External Quality Control Review report issued April 7, 2017. (William Walker – Principal Auditor)
 - Discussion on request from Metropolitan General Sessions Court Presiding Judge Gale Robinson to amend the 2017 Internal Audit Work Plan to include an audit of the General Sessions Drug Court and related programs. (Mark Swann – Metropolitan Auditor)
 - Discussion on request from Council Member Bob Mendes to amend the 2017 Internal Audit Work Plan to include a performance audit of Metro Codes Department handling of short-term rental properties. (Mark Swann – Metropolitan Auditor)
 - Presentation of the Metropolitan Nashville Government Fiscal Year 2016 Letter of Recommendations to Management. (Crosslin)
 - Presentation of the Metropolitan Nashville Government Fiscal Year Schedules of Expenditures of Federal and State Awards and Reports Required by the Single Audit Act as Amended and the Uniform Guidance. (Crosslin)
 - Presentation of Internal Audit Report Recommendations Corrective Action Status as of April 7, 2017. (Mark Swann – Metropolitan Auditor)
 - Discussion on case files processing and internal audit limitation within the judicial system. (Mark Swann – Metropolitan Auditor)
- V. Unfinished Business
 - Discussion on internal audit legislation. (John Cooper - Council Member)
- VI. Other Business
 - Follow-up on FY 2016 Comprehensive Annual Financial Report (Committee Chairman)
- VII. Internal Audit Project Status (Mark Swann – Metropolitan Auditor)
- VIII. Other Administrative Matters (Mark Swann – Metropolitan Auditor)

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- FY2017 budget status
- FY2018 budget improvements

IX. Consideration of Items for Future Meetings (Committee Chairman)

- Metropolitan Auditor Annual Performance Review

X. Adjournment of public meeting – Next Meeting Tuesday, July 11, 2017.

XI. Executive session agenda. (Committee Chairman)

- Discussion of pending or ongoing audits or audit related investigations.

Note: Upon a majority vote of committee members in attendance for the public portion of the meeting, the Metropolitan Nashville Audit Committee may hold confidential, nonpublic executive sessions to discuss the following items (T.C.A. § 9-3-405¹):

1. Items deemed not subject to public inspection under T.C.A. §§ 10-7-503² and 10-7-504³ and all other matters designated as confidential or privileged under this code;
2. Current or pending litigation and pending legal controversies;
3. Pending or ongoing audits or audit related investigations;
4. Information protected by federal law; and
5. Matters involving information under T.C.A. § 9-3-406⁴ where the informant has requested anonymity.



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

¹ T.C.A. § 9-3-405(d). Establishment of audit committee, Notice requirements, Open meetings, Confidential, nonpublic executive session.

² T.C.A. § 10-7-503. Records open to public inspection, Schedule of reasonable charges, Costs.

³ T.C.A. § 10-7-504. Confidential records.

⁴ T.C.A. § 9-3-406. Establishment of process for confidential reporting of suspected illegal, improper, wasteful or fraudulent activity, Retaliatory activities prohibited.