

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

**Committee Room 2  
205 Metropolitan Courthouse**

- I. Call Meeting to Order (Brack Reed - Committee Chairman)
- II. Approval of Minutes for April 11, 2017, Meeting. (Brack Reed – Committee Chairman)
- III. New Business
  - Discussion on Audit of the First Tennessee Ballpark Construction Project audit report issued April 24, 2017. (Mark Swann – Metropolitan Auditor)
  - Discussion on Audit of Assessor of Property audit report issued May 1, 2017. (Mary Cole – Senior Internal Auditor)
  - Discussion on Audit of Metropolitan Public Health Department Finance and Administration Bureau issued May 3, 2017. (Seth Hatfield – Senior Internal Auditor)
  - Discussion on Audit of the Metropolitan Nashville Government Human Resource Department Talent Acquisition Function issued June 28, 2017. (Bill Walker – Principal Internal Auditor)
  - External auditor presentation FY 2017 Financial Audit Communications. (Crosslin)
  - Discussion on Comptroller of the Treasury, Department of Audit, Division of Local Government Audit’s May 12, 2017, correspondences regarding the Comprehensive Annual Financial Report of the Metropolitan Nashville and Davidson County and Single Audit Report for the fiscal year ended June 30, 2016. (Crosslin and Phil Carr – Chief Accountant)
  - Metropolitan Nashville Audit Committee and Metropolitan Nashville Office of Internal Audit bylaws annual review. (Mark Swann – Metropolitan Auditor)
  - Metropolitan Auditor’s annual performance review. (Brack Reed – Committee Chairman)
- IV. Unfinished Business
  - Number of civil service employees vs. non-civil service employees
  - Summary of procurement related audit recommendations
- V. Internal Audit Project Status (Mark Swann – Metropolitan Auditor)
- VI. Fraud Waste and Abuse Hotline and Investigation Update (Mark Swann – Metropolitan Auditor)
  - Request for investigation services update
  - Summary of fraud, waste, and abuse hotline activity

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- VII. Other Administrative Matters (Mark Swann – Metropolitan Auditor)
  - Office of Internal Audit staffing
  - FY 2017 and FY 2018 budget status.
- VIII. Consideration of Items for Future Meetings (Brack Reed - Committee Chairman)
- IX. Adjournment of Public Meeting – Next Meeting Tuesday, September 12, 2017.
- X. Executive Session Agenda – (If Needed.) (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. § 9-3-405<sup>1</sup>):

1. Items deemed not subject to public inspection under T.C.A. §§ 10-7-503<sup>2</sup> and 10-7-504<sup>3</sup> 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. § 9-3-406<sup>4</sup> where the informant has requested anonymity.



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

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

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

<sup>3</sup> T.C.A § 10-7-504. Confidential records.

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