

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY
AUDIT COMMITTEE MEETING MINUTES
August 12, 2019

On Monday, August 12, 2019 at 8:00 a.m., the Metropolitan Nashville Audit Committee met in the Metropolitan Courthouse, 2nd Floor, Committee Room 2. The following people attended the meeting:

Committee Members

Brackney Reed, Chamber of Commerce
Charles Frasier, Tennessee Society of CPAs
Jim Shulman, Vice-Mayor
John Cooper, Council Member
Talia Lomax-O'dneal, Director of Finance

Others

Gina Pruitt, Interim Metropolitan Auditor
Theresa Costonis, Department of Law
Lauren Riley, Office of Internal Audit
Wanda Hadley, Human Resources
Jason Lusk, Human Resources

Committee Member Absent

Bob Mendes, Council Member

Quorum present? Yes

CALL MEETING TO ORDER

Mr. Reed called the meeting to order.

Opening Remarks

Councilmember Cooper asked to make a brief statement before the interviews. Councilmember Cooper stated that with a quorum present even with his absence, he would recuse himself from the interviews. Councilmember Cooper stated with his position as potential Mayor of Metropolitan Nashville and Davidson County, he did not want any possible appearance of conflict of interest with the future Metropolitan Auditor. Councilmember Cooper stated his desired qualifications of the future Metropolitan Auditor, and he urged the Audit Committee to continue with interviews if no consensus could be reached.

Councilmember Cooper left the meeting at 8:15 a.m. however, a quorum was maintained.

Discussion of Candidate Interview Process

Ms. Hadley provided a brief overview of the interview process. A discussion ensued around which Committee member would ask which questions, and interview questions were assigned to each Committee member. Ms. Hadley went through the agenda for the day. Ms. Hadley informed the Committee that candidates from the July 19, 2019, interviews should also be considered during the consensus discussion.

Candidate Interviews

The Audit Committee interviewed the candidates in the following order at the respective times:

- Eric Russell – 8:17 a.m.
- John Valtierra – 9:00 a.m.
- Deborah Jenkins – 10:36 a.m.

Each interview lasted approximately one hour. Interview slots were scheduled by Human Resources. Seven standard questions were provided by Human Resources to be asked to all candidates with additional follow-up questions occurring if time allowed. A 45-minute break occurred between candidates John Valtierra and Deborah Jenkins. A 30-minute lunch break occurred following the last candidate's interview.

Next Steps – Consensus Discussion

Ms. Hadley reiterated the desired outcome of the consensus discussion – a three-person list in ranked order to be submitted to the Metropolitan Council for approval. Ms. Hadley noted the following candidates had been interviewed on the respective dates:

- Brenda Roberts – July 19, 2019
- John Cashmon – July 19, 2019
- Michael Hill – July 19, 2019
- Carlos Holt – July 19, 2019
- Eric Russell – August 12, 2019
- John Valtierra – August 12, 2019
- Deborah Jenkins – August 12, 2019

Ms. Hadley gave a brief overview of the candidates from the July 19, 2019, interviews. A discussion ensued about the candidates. Ms. Lomax-O'dneal stated the most qualified with government experience were Mr. Russell, Ms. Roberts, and Mr. Holt. Ms. Hadley inquired if the rest of the Committee agreed with Ms. Lomax-O'dneal's assessment.

Vice Mayor Shulman inquired about the ability to take into consideration information found from researching candidates online. Ms. Hadley and Ms. Costonis cautioned against using outside information since it has not been vetted for reliability. Ms. Hadley stated all candidates had reference checks and background checks, which included credit checks. Vice Mayor Shulman stated he believes it is a duty of the Audit Committee to perform due diligence on all the candidates that are presented to the Metropolitan Council.

Ms. Constonis read the qualifications for the Metropolitan Auditor position. Vice Mayor Shulman stated some candidates may have online research results that conflict with the qualifications. A discussion ensued on how a due diligence check could be performed. A further discussion ensued on who would perform the due diligence checks and the methodology used. Mr. Reed stated the Committee felt there were three qualified candidates within the applicant pool interviewed; however, the Committee wanted to take additional steps to ensure due diligence in selecting the next Metropolitan Auditor.

A **motion** was made to perform due diligence on the seven candidates interviewed over the two-day period. The Department of Human Resources will work with the Metropolitan Department of Law to develop and perform a due diligence review of online research related to all seven candidates. Results of the due diligence will be presented at the August 30, 2019, Audit Committee meeting. Motion was made, seconded and carried.

A **motion** was made for the Metropolitan Department of Law to contact the Metropolitan Information Technology Services Department and request the video of the candidate interviews be held from airing until a final decision is made. Withholding the video will ensure no candidates have an unfair advantage should more interviews occur. The interviews were open to the public and the video can be requested via a public records request. Motion was made, seconded and carried.

The next special called meeting is scheduled for August 30, 2019, at 1:00 p.m.

The public meeting adjourned after approximately 4 hours and 46 minutes.

The minutes for the August 12, 2019, Metropolitan Nashville Audit Committee meeting are respectfully submitted.

Gina Pruitt, Interim Metropolitan Nashville Auditor
Secretary, Metropolitan Nashville Audit Committee

Approved by the Metropolitan Nashville Audit Committee on August 30, 2019.