



08.14.2017 Audit Committee Meeting Minutes

To: Earl Sheridan, Audit Committee Chairman

From: Chris Compton, Secretary

CC: Sterling Cheatham
Allison Collins
Jennifer Maready
Bryon Dorey

A handwritten signature in blue ink, appearing to read 'Earl Sheridan', is positioned to the right of the CC list.

Date: August 14, 2017

Call to order:

Earl Sheridan, Audit Committee Chairman, brought the meeting to order at 9:45 a.m. on August 14, 2017 in the Budget Conference Room.

Members Present:

Earl Sheridan
Paul Lawler

Members Absent:

Charlie Rivenbark

Staff Present:

Sterling Cheatham

Jennifer Maready
Allison Collins
Tony Caudle
Chris Compton

Summary of Action Items:

- 1. Review for Approval – Approval of the June 19, 2017 Audit Committee Meeting Minutes**
 - A motion was made by Councilman Paul Lawler and seconded by Councilman Earl Sheridan to approve the June 19, 2017 Audit Committee Meeting Minutes. The motion was unanimously approved.
- 2. Provided for Reporting Purposes – City Council Quarter/Year-End Travel Update – for the fiscal year ended June 30, 2017 (Fiscal Year 16-17)**
 - Allison Collins gave background on this report.
 - Paul Lawler asked why there was not an equal contribution from fellow Councilmembers into Margaret Haynes travel account to cover the cost of the Sister City trip expenses of \$3,000, rather than just two disbursements of \$1,500 each from Councilmembers Kevin O’Grady and Neil Anderson.

- Allison Collins will look into this question and report back to the Committee.
3. **Provided for Information – Internal Audit Work Plan for the 2017-2018 Fiscal Year**
 - Allison Collins reviewed the Work Plan and answered questions from the Committee.
 4. **Provided for Information - Medical Claims Audit Internal Audit summary memo from vendor report released July 17, 2017 (audit period May 1, 2014 – May 30, 2106**
 - Allison Collins gave background on this report.
 - Allison Collins reported that \$161,000 of recoveries has been approved by both the City and Blue Cross/Blue Shield.
 5. **Verbal Item – Fraud Waste and Abuse Hotline Update**
 - Allison Collins reported that last fiscal year, there were five calls to the hotline.
 - There were no cases that required follow up.

Adjournment

- The meeting was adjourned at 10:15 am.