



DeKalb County Audit Oversight Committee

M E E T I N G M I N U T E S

June 24, 2016 ■ 12:00 PM
330 West Ponce DeLeon Avenue
First Floor Conference Room
Decatur, Georgia 30030

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Committee Attendees:

Harold Smith, Jr. – Chairperson
Gena Major – Vice Chairperson
Harmel D. Codi
Belinda Pedroso

Legal Counsel

Mary Carole Cooney

1. Call Meeting to Order

The meeting was called to order at 12:07 PM by Chairperson Harold Smith, Jr.

2. Adoption of Agenda

A motion to adopt the Agenda dated June 24, 2016 was made by Ms. Belinda Pedroso and seconded by Ms. Harmel Codi, following which the Agenda was adopted by unanimous vote.

3. Opening Statement

The chairperson thanked the Committee members for all of their efforts to accomplish the Committee's objectives, and also thanked DeKalb County's HR and IT departments for their continued support.

4. Public Comments

Public comments were offered by Mr. Steve Binney who expressed his disappointment with the rate of progress and asked for the input of the Board of Commissioners in the candidate selection process.

5. Acceptance of June 10, 2016 Meeting Minutes

There being no additions or corrections to the Minutes of the June 10, 2016 meeting, the Committee accepted the minutes as presented.

6. Unfinished Business:

Ms. Cooney reported on her review of the liability insurance coverage proposed by Risk Management and introduced Ms. Monica Allen from the DeKalb County Risk Management Department. Ms. Allen received questions from the Committee concerning the insurance quote provided, and told the Committee that she would ask the underwriter to convey answers to legal counsel. Among questions raised were the date for beginning coverage, the maximum policy amounts, the exclusion of Ms. Codi, and the relationship between the limits of coverage for legal expenses and the

\$1 million limit for aggregate damages. The Committee asked Ms. Cooney to follow up these questions with the underwriter.

The professional pool concept for legal and other services remains under development. Further discussion of this matter was deferred.

7. Milestones

The Chairperson reviewed the milestones adopted by the Committee for accomplishing its work, and stated that the Committee is ahead of schedule on the significant milestones. The timeline requires the Committee to complete interviews by July 29 but the Committee is ahead of that deadline, and will probably also be ahead of the August 10 deadline for presenting final candidates to the Board of Commissioners. He referred the public to the Committee's web page for information concerning the selection of a Chief Audit Executive once we get to the top two or three candidates. Vice Chairperson Gena Major clarified that it is the responsibility of the Committee to identify the top two or three candidates who are then referred to the Board of Commissioners which makes the final selection.

8. Executive Session

Upon the proposal that the Committee enter into Executive Session, Mr. Rhea Johnson, a member of the public objected that the Committee is authorized to enter into Executive Sessions only for the actual interviews of candidates and for nothing else connected with personnel matters, and also demanded that the Chairperson execute an affidavit, testifying that each matter discussed in Executive Session falls into one of the exceptions allowed by state statute, before and not after the Committee enters into Executive Session. Legal counsel read the provisions of O.C.G.A. § 50-14-3(b)(2) and advised that the discussion or deliberation upon employment of a public officer or employee as well as interviewing candidates for a public position constitute an exception to the requirements of the Open Meetings Act. Moreover, the affidavit required by O.C.G.A. § 50-14-4(a) is properly executed after the Committee's deliberations. Chairperson Harold Smith, Jr. made the motion to go into Executive Session, which was seconded by Gena Majors and approved unanimously. Whereupon, the Committee entered into Executive Session for the purpose of discussing personnel matters, specifically an overview of the interview process and protocol expectations and other business relative to the Chief Audit Executive hiring. The regular Committee meeting resumed at 1:55 PM following the conclusion of the executive session, upon a motion to adjourn by Vice Chairperson Gena Major which was seconded by Ms. Harmel Codi, and approved unanimously.

9. Scheduling of next meeting

The next meeting of the Audit Oversight Committee is scheduled for Friday, July 8 at 12:00 PM.

10. Business Meeting Adjournment.

The Business Meeting was adjourned at 2:06 PM upon Vice Chairperson Gena Major's motion which was seconded by Ms. Harmel Codi and unanimously approved.



**AFFIDAVIT REGARDING A CLOSED MEETING OF THE DEKALB AUDIT
OVERSIGHT COMMITTEE AS REQUIRED BY O.C.G.A. § 50-14-4(b)**

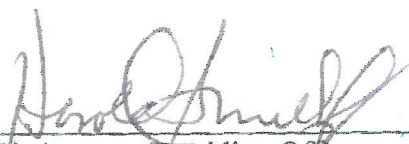
Personally appeared before me, the undersigned officer, duly authorized to administer oaths, **Harold Smith, Jr.** a member of the DeKalb Audit Oversight Committee of DeKalb County, Georgia, who, after being duly sworn, deposes and states under oath as follows:

- 1) I was Chairperson or presiding officer during a closed session of the DeKalb Audit Oversight Committee held on the 24th day of June, 2016.
- 2) This closed session of the DeKalb Audit Oversight Committee was closed for the purpose of discussing:

Personnel Matters, specifically an overview of the interview process and protocol expectations and other business relative to the Chief Audit Executive hiring

- 3) This closed session was devoted to the discussion of the matter or matters set forth in Paragraph 2. Each matter falls into one of the exceptions allowing closed meetings pursuant to O.C.G.A. § 50-14-2 and O.C.G.A. § 50-14-3.
- 4) This Affidavit is being executed for the purpose of complying with State law which requires that such an affidavit be executed following each closed session of the Committee.

Further Affiant Sayeth Not.



Chairperson/Presiding Officer

Sworn to and subscribed before me

This 24th day of June, 2016.



Notary Public
My Commission Expires:

