



**DeKalb County Audit Oversight Committee**

**MEETING MINUTES**

**Friday, June 21, 2024, at 12:00 PM – 1:30 PM**

**Zoom Meeting\***

**Committee Members**

Gloria Gray - Chairperson

Adrienne T. McMillon - Vice Chairperson

Tanja Christine Boyd-Witherspoon - Pro Tem

Harold Smith, Jr.

Lisa Earls

**Legal Counsel**

Mary Carole Cooney

**I. Call Meeting to Order**

The meeting was called to order at 12:01pm by Chairperson Gloria Gray.

**II. Welcome and Introduction of Committee Members**

The committee members introduced themselves except for Adrienne McMillon who was not in attendance.

**III. Adoption of the Agenda**

Lisa Earls moved to adopt the agenda with a minor typographical correction and Chris Boyd-Witherspoon seconded. The committee voted unanimously in favor.

**IV. Public Comment Guidelines**

Public comment guidelines presented by Legal Counsel Mary Carole Cooney

**V. Public Comments**

No public comments received.

**VI. Review/Approval for Payment Legal Invoices -** Lisa Earls moved to approve Legal Invoice #753 and Harold Smith seconded. The committee voted unanimously in favor.

**VII. Approval of April 26, 2024, Meeting Minutes**

Harold Smith moved to accept the meeting minutes from April 26, 2024 with minor typographical correction and Lisa Earls seconded. The committee voted unanimously in favor.

**VIII. CAE Update- Lavois Campbell, CAE**

- **Budget Update**

(Review of Budget/Actual Expenses) YTD Budget, \$910,912, YTD Actual, \$607,572, Variance, \$303,340.

- **Staff News and Activities**

Ms. Donna Jackson is the successful candidate for the Internal Audit Manager position. We are currently advertising for an Internal Auditor Senior.

- **Audit-Related Activities**

- **Draft Reports prepared:**

- Audit of Cybersecurity: Governance Audit- Report No. IA-2022-120-IT Final Draft Report issued April 24, 2024. Ten (10) opportunities for improvement of controls were identified.
    - Audit of Incentive Gift Card Program- Report No. IA-2023-150-FN Final Draft Report. Six (6) opportunities for improvement of controls were identified.

- **Non-Audit Activities**

The OIIA has reviewed (19) contracts (Initial Solicitations, Contract Change Orders, and Contract Renewals) with an initial value of \$151,579,331.09 for 2024 YTD. The OIIA has identified contract value reductions of \$3,523,167.71 of 2.3%.

- **2024 Follow-up on Issued Projects**

Twelve (12) Follow-up reports have been issued, and two (2) are in progress.

- **Status of Audit Findings**

33 Audit Reports have been issued since 2017, with 183 findings.

**IX. Next AOC Meeting Date-Tentatively Friday, August 23, 2024, at 12:00 pm**

**X. Business Meeting Adjournment**

The meeting adjourned at 12:51 pm.

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