

**INTERNAL AUDIT COMMITTEE MEETING
WEDNESDAY, AUGUST 3, 2022 1:00 P.M.**

Present: Committee Members: Chairperson, Vernon Hartley, Vice Chair, Aaron Banks, Ashby Foote and Angelique Lee (Guest) Directors: Louis Wright, Chief Administrative Officer, Shanekia Jordan, Clerk of Council, Sabrina Shelby, Chief Deputy Clerk of Council and Attorney Catoria Martin.

Absent: None.

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The meeting was called to order by **Chairperson Vernon Hartley**.

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Note: Councilmember Banks noted that no one from City Legal Department was present.

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DISCUSSION: INTERNAL AUDIT COMMITTEE, REVIEW OF CODE OF ORDINANCES, DIVISION 6. **Chairperson Hartley** discussed the committee composition in detail in regards to members of the committee. **Chairperson Hartley** requested that **Mr. Wright** consult with the Mayor to possibly appoint a designee, certified public account. **Councilmember Foote** suggested a retired CPA. **Councilmember Banks** stated that according to the ordinance, a certified public account with institutional knowledge would be preferred and suggested past directors as a possibility. **Councilmember Foote** advised the researching of other municipalities’ auditor’s department to see how they operate. **Councilmember Banks** referred to the Yarber Administration and its assistance the City Council with pertinent information needed for the committee. **Chairperson Hartley** discussed the duties and responsibilities of the committee as outlined in the Code of Ordinances, Division 6 which included Sections 2-501, 2-502, 2-503, 2-504, 2-505 and 2-506.

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DISCUSSION: COMMITTEE RULES, SCHEDULES AND GOALS. **Chairperson Hartley** requested that claims be provided in a timely manner. **Councilmember Foote** biggest issue was to get committee members appointed. **Chairperson Hartley** emphasized that the goal within the committee is transparency. **Councilmember Lee** asked for a list of vacancies with all of the department, as well as an overall shortage list.

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There being no further business, the meeting was adjourned at 1:50 p.m.