



**Independent Audit and Performance Commission (IAPC)
Wednesday, October 7, 2020, 3:00 PM**

**Virtual Meeting
Legal Action Report**

1. Call to Order/Roll Call: 3:00 PM

COMMISSION MEMBERS PRESENT: Lydia Hunter, Vice Chairperson (Ward 3); Brian Andrews (Ward 4); Eddie Rios (Ward 5); Lois Pawlak (Ward 6)

COMMISSION MEMBERS ABSENT/EXCUSED: Mayor's Appointee (Vacant)
Ward 1 Appointee (Vacant)
Ward 2 Appointee (Vacant)

COMMISSION MEMBERS LATE: None

A quorum was established.

STAFF MEMBERS: Joyce Garland, Chief Financial Officer / Assistant City Manager; Penny Watts, Finance Administrator; Aaron Williams, Principal Internal Auditor; Robert Kulze, Principal Internal Auditor (Ex Officio, Non-Voting)

2. Approval of the June 16, 2020 IAPC Meeting Minutes

It was moved by Commissioner Andrews, duly seconded and carried by a roll call vote of 4 to 0, to approve the minutes.

3. Approval of the June 29, 2020 IAPC pCard Subcommittee Meeting Minutes

It was moved by Commissioner Andrews, duly seconded and carried by a roll call vote of a quorum of subcommittee members 2 to 0, to approve the minutes.

4. Staff Update

Chief Financial Officer / Assistant City Manager Joyce Garland provided an update to the commission. No action was taken.

5. IAPC Purchase Card (pCard) Subcommittee Update

Subcommittee Chairperson Lydia Hunter provided an update to the commission, including a copy of a draft report for review by the commissioners. No action was taken.

- 6. IAPC Six-Month Activities Report to Mayor and Council**
Principal Internal Auditor Robert Kulze presented a draft copy of the IAPC's Six-Month Activities Report to Mayor and Council for the IAPC's review and approval. It was moved by Commissioner Pawlak, duly seconded and carried by a roll call vote of 4 to 0, to approve the report.
- 7. Fiscal Year 2020 Internal Audit Plan – Fourth Quarter Update**
Principal Internal Auditor Aaron Williams provided an update about the FY 2020 Internal Audit Plan to the commission. No action was taken.
- 8. Discussion of a Request for an Audit of the City's Code Enforcement Division**
Vice Chairperson Lydia Hunter introduced this topic for discussion and a request for the IAPC to conduct a performance audit of the City's Code Enforcement Division was reviewed by the commission. A subcommittee was appointed by Vice Chairperson Hunter. No action was taken.
- 9. Future Agenda Items**
No action was taken.
- 10. Adjournment – 3:55 PM**