

Note: Minutes are considered draft until approved at the next meeting

MINUTES	Wednesday	
	September 16, 2015	
Audit Committee Meeting	4 PM	
Sioux Falls City Council	Carnegie Town Hall	
	235 West 10th Street	

Members Present: Audit Committee Members: Jason Forbes, Arnold Martens and Seth Peterson. City Council Members: Rick Kiley and Rex Rolwing  
Members Absent: Council Members Michelle Erpenbach and Dean Karsky  
Staff Present: Rich Oksol, Internal Audit Manager; Kim Schroeder, Internal Auditor; Tamara Jorgensen, MMC, Assistant City Clerk; David Bixler, Budget Analyst; and Jim David, Legislative/Operations Manager

1. Call To Order

Committee Chair Rex Rolwing called the meeting to order at 4 p.m.

2. Review and approve minutes from last committee meeting

A. Meeting held on Thursday, April 16, 2015

A motion was made by Rick Kiley and seconded by Seth Peterson to approve the minutes dated Thursday, April 16, 2015. Rolwing called for a voice vote and all members voted yes.

Motion Passed.

4:02 p.m. Council Member Dean Karsky arrived at this time.

3. Reports and Updates

A. Review Audit Report: 15-02 Police Crime Lab

Rich Oksol, Internal Audit Manager reviewed the report, detailed responses, recommendations and management responses. Discussion followed.

A motion was made by Rick Kiley and seconded by Jason Forbes to accept this audit report and recommend it for presentation to the City Council. Rolwing called for a voice vote and all members present voted yes.

Motion Passed.

4:05 p.m. Council Member Michelle Erpenbach arrived at this time.

B. Review Audit Report: 15-04 Transit

Oksol reviewed the report, detailed responses, recommendations and management

responses. Discussion followed.

A motion was made by Dean Karsky and seconded by Michelle Erpenbach to accept this audit report and recommend it for presentation to the City Council.

Rolfing called for a voice vote and all members present voted yes.

Motion Passed.

#### C. Review Audit Report: 15-03 Great Plains Zoo & Museum

Kim Schroeder, Internal Auditor, reviewed the report, detailed responses, recommendations and management responses. Discussion followed.

A motion was made by Dean Karsky and seconded by Michelle Erpenbach to accept this audit report and recommend it for presentation to the City Council.

Rolfing called for a voice vote and all members present voted yes.

Motion Passed.

#### 4. Travel Request: Rich Oksol to Attend Mid-America Intergovernmental Audit Forum, Overland Park, Kansas

Oksol provided an update on this continuing educational course. Discussion followed.

A motion was made by Dean Karsky and seconded by Jason Forbes to approve attendance at this training. Rolfing called for a voice vote and all members present voted yes.

Motion Passed.

#### 5. Update on Hiring for Open Internal Auditor Position

Rolfing stated that he, Rich Oksol and Arnold Martens would be conducting interviews for the vacant Internal Auditor position. Rolfing added that they reviewed 18 applications and have selected five candidates. Human Resources will set up the interviews.

#### 6. Open Discussion

Rolfing asked if the 4 p.m. timeslot for the Audit Committee meetings suited everyone's schedules or if moving the meetings to 3:30 p.m. would work better. After discussion, the members agreed that the 4 p.m. timeslot works best.

#### 7. Adjournment

Committee Chair Rex Rolfing adjourned the meeting at 5:15 p.m.

A motion was made by Jason Forbes and seconded by Rick Kiley to adjourn the meeting at 5:05 p.m. A voice vote was taken and all members voted yes.

Motion Passed.

Assistant City Clerk