

MINUTES

Wednesday, February 12, 2014

4:00 PM

Audit Committee Meeting

Carnegie Town Hall

Sioux Falls City Council

235 West 10th Street

Members Present: Council Member Rex Rolwing, Audit Committee Member Jason Forbes, and Audit Committee Member Arnold Martens

Members Absent: Council Member Sue Aguilar, Council Member James Entenman, Council Member Greg Jamison, and Audit Committee Member Anne Oppegard

Staff Present: Tamara Jorgensen, CMC, Assistant City Clerk; Rich Oksol, Internal Audit Manager; Kim Schroeder, Internal Auditor; Jess Bickett, Internal Auditor; and Jim David, Legislative/Operations Manager

1. Call To Order

Council Member Rex Rolwing called the meeting to order at 4:00 p.m.

4:03 p.m. A recess was called at this time.

4:05 p.m. Council Member Greg Jamison arrived at this time.

4:06 p.m. The meeting resumed at this time.

2. Approval of Minutes

A. Meeting held on Wednesday, December 11, 2013

A motion was made by Council Member Rex Rolwing and seconded by Committee Member Jason Forbes to approve the minutes. Jamison called for a voice vote and all members voted yes. Motion Passed.

3. Reports and Updates

A. Review Audit Report: 13-10 Leaf Drop-Off Cash Handling

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

A motion was made by Committee Member Jason Forbes and seconded by Council Member Rex Rolwing to accept this audit report. Jamison called for a voice vote and all members voted yes. Motion Passed.

B. Review Audit Report: 13-12 Financial Condition Analysis

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

A motion was made by Council Member Rex Rolwing and seconded by Committee Member Jason Forbes to accept this report. Jamison called for a voice vote on that motion and all members voted yes. Motion Passed.

C. Review 2013 Internal Audit Annual Report

Oksol reviewed the report, detailed responses, recommendations, and management responses. Discussion followed.

A motion was made by Council Member Rex Roling and seconded by Committee Member Jason Forbes to approve this report. Jamison called for a voice vote on that motion and all members voted yes. Motion Passed.

D. Travel Request: Kim Schroeder - Association of Local Government Auditors 2014 Annual Conference in Tampa, Florida

Oksol stated this training will provide 16 hours of continuing professional education related to auditing in local government.

A motion was made by Council Member Rex Roling and seconded by Committee Member Arnold Martens to approve this travel request. Jamison called for a voice vote on that motion and all members voted yes. Motion Passed.

E. Travel Request - Jess Bickett - Essential Audit Skills Training Course in Phoenix, Arizona

Oksol stated this training provides 16 hours of continuing professional education for new auditors.

A motion was made by Committee Member Jason Forbes and seconded by Council Member Rex Roling to approve this travel request. Jamison called for a voice vote on this motion and all members voted yes. Motion Passed.

4. Open Discussion

Jess Bickett, Internal Auditor, was introduced to the committee.

Oksol stated that the next Audit Committee Meeting is April 16, 2014. Future meeting schedules will be announced at a later date.

5. Adjournment

A motion was made by Council Member Greg Jamison and seconded by Council Member Rex Roling to adjourn the meeting at 4:45 p.m. Jamison called for a voice vote on that motion and all members voted yes. Motion Passed.

Tamara Jorgensen, CMC

Assistant City
Clerk