

AUDIT AND FINANCE COMMITTEE MEETING MINUTES - WEDNESDAY, September 25, 2013



THE AUSTIN CITY COUNCIL **AUDIT AND FINANCE COMMITTEE** CONVENED IN A REGULAR MEETING ON WEDNESDAY, SEPTEMBER 25, 2013 AT 10:10 A.M. IN THE BOARDS & COMMISSIONS ROOM, FIRST FLOOR, ROOM 1101, CITY HALL, 301 W. 2nd STREET.

Chair Sheryl Cole called meeting to order at 10:10 a.m. In attendance were Council Member Bill Spelman, and Council Member Laura Morrison. Council Member Kathie Tovo was absent.

Agenda Item #1: Citizen Communication

None

Agenda Item #2: Approval of August 28, 2013 minutes

The minutes of the August 28, 2013 meeting of the Audit & Finance Committee were approved on the motion from Council Member Spelman, seconded by Council Member Morrison, with a 3-0 vote. Council Member Tovo was off the dais.

Agenda Item #3: The Austin – Travis County Emergency Medical Services (ATCEMS) Outcomes Audit which evaluated the status of EMS key patient services outcomes and benchmarked against emergency medical service in comparable communities (Office of the City Auditor)

Walt Persons, Assistant City Auditor, presented results of the audit, which was led by Katie Houston. Council Members had questions for Persons, Ernie Rodriguez, EMS Director, and Paul Hinchey, Medical Director. The audit was accepted on a motion by Council Member Morrison, seconded by Council Member Spelman, with a 3-0 vote. Council Member Tovo was off the dais.

Agenda Item #4: The Fitness for Duty: Criminal Background Investigations (CBIs) Audit which evaluated the Human Resources Department's management of the fitness for duty program to determine if there is reasonable assurance that CBIs are conducted effectively and in accordance with laws, regulations, and best practices (Office of the City Auditor)

Patrick Johnson, Assistant City Auditor, presented the results of the audit, which was led by Kathie Harrison. Johnson and Mark Washington, Human Resources Director, answered Council Members' questions. The audit was accepted on a motion by Council Member Spelman, seconded by Mayor Pro Tem Cole, with a 3-0 vote. Council Member Tovo was off the dais.

Agenda Item #5: The Fitness for Duty: Drug and Alcohol Testing Audit which evaluated the Human Resources Department's management of the fitness for duty program to determine if there is reasonable assurance that drug and alcohol testing is being conducted effectively and in accordance with laws, regulations, and best practices (Office of the City Auditor)

Patrick Johnson, Assistant City Auditor, presented the results of the audit, which was led by Kathie Harrison. Johnson, Mark Washington, Human Resources Director, and Jeff Burton, Employee Relations Manager at the Human Resources Department, answered Council Members' questions. The audit was accepted on a motion by Council Member Spelman, seconded by Mayor Pro Tem Cole, with a 3-0 vote. Council Member Tovo was off the dais.

Agenda Item #6: Proposed bylaw amendments from the Municipal Civil Service Commission (Office of the City Clerk)

Jannette Goodall, City Clerk, presented the proposed bylaw amendments. Goodall and Mark Washington, Human Resources Department Director at the Human Resources Department, answered Council Members' questions. The amendments were accepted on a motion by Council Member Spelman, seconded by Mayor Pro Tem Cole, with a 3-0 vote. Council Member Tovo was off the dais.

Agenda Item #7: The City Auditor's Fiscal Year 2014 Strategic Audit Plan which identified projects the City Auditor intends to conduct for the fiscal year, along with their rationale and required resources (Office of the City Auditor)

Ken Mory, City Auditor, presented the Strategic Audit Plan for approval. Council Members had several questions and comments for Mory. The Plan was accepted on a motion by Council Member Morrison, seconded by Mayor Pro Tem Cole, with a 3-0 vote. Council Member Tovo was off the dais.

Adjourn – Mayor Pro Tem Cole adjourned the meeting without objections at 12:04 p.m.