

AUDIT AND FINANCE COMMITTEE MEETING MINUTES – WEDNESDAY, November 15, 2017



THE AUSTIN CITY COUNCIL **AUDIT AND FINANCE COMMITTEE** CONVENED IN A REGULAR MEETING ON Wednesday, November 15, 2017 AT 9:33 AM, AUSTIN CITY HALL, 301 W. 2nd STREET, AUSTIN, TEXAS.

Council Member Troxclair called the meeting to order at 9:33 AM. In attendance were Mayor Steve Adler, Mayor Pro Tem Kathie Tovo, and Council Member Pool. Council Member Alter and Council Member Casar were also present during the meeting.

Agenda Item #1: Approve the minutes of the Audit and Finance Committee meeting of October 25, 2017.

The minutes of the October 25, 2017 Audit and Finance Committee meeting were approved on a motion from Council Member Pool, Mayor Pro Tem Kathie Tovo's second, on a 3-0 vote with Mayor Adler off the dais.

Agenda Item #2: Speakers signed up prior to the meeting being called to order will each be allowed three minutes to address their concerns regarding items not posted on the agenda.

Geoffrey Tahuahua spoke.

Agenda Item #4: The First Audit in Homelessness Assistance Audit Series that looked at whether City policies align with efforts to achieve desired outcomes for people experiencing homelessness (City Auditor's Office).
[Notes: SPONSOR: Mayor Pro Tem Kathie Tovo, CO 1: Council Member Ellen Troxclair]

Andrew Keegan, Assistant City Auditor, presented the first audit in the homeless assistance audit series related to policies. Andrew Keegan and Katie Houston, Assistant City Auditor, answered questions from Committee Members. Council Member Casar and Council Member Alter made suggestions and comments for future audits in this series. The audit was accepted on a motion from Mayor Pro Tem Tovo, Member Pool's second, on a 3-0 vote with Mayor Adler off the dais.

Agenda Item #5: Fee Waivers Audit that looked at whether the City administers the fee waiver process effectively and to identify the total amount of fees waived each year (City Auditor's Office).
[Notes: SPONSOR: Mayor Pro Tem Kathie Tovo, CO 1: Council Member Ellen Troxclair]

Rachel Castignoli, Senior Auditor, presented on the Fee Waivers Audit. Corrie Stokes, City Auditor, Neha Sharma, Assistant City Auditor, and Rachel Castignoli answered questions from Committee Members. The audit was accepted on a motion from Council Member Pool, Mayor Pro Tem Tovo's second, on a 4-0 vote.

Agenda Item #3: Audit of Workforce Development that looked at the City's Workforce Development contracting efforts, and how effective these efforts are at achieving outcomes and preparing employees for job that match the needs of the Austin job market (City Auditor's Office)
[Notes: SPONSOR: Mayor Pro Tem Kathie Tovo, CO 1: Council Member Ellen Troxclair]

Katie Houston, Assistant City Auditor, presented on the Workforce Development Audit. Katie Houston and Michael McGill, Senior Auditor, and answered question to committee members. Council Member Alter offered her comments on the Audit.

A motion to direct staff: to continue work on the development of the workforce development road map, to return to council no later than May 1st with the development information update, not to allocate any additional funding to the workforce development program until a review of the contract has been completed and is approved by council, any additional funds that is allocated should have a clear tangible outcome metric outlined, and to review the solutions that are listed in the Workforce Development plan and to use the information in the evaluation and implementation of the road map, was accepted on Council Member Troxclair motion, Council Member Pool's second, on a 3-0 vote with Mayor Pro Tem Tovo off the dais.

The audit was accepted on a motion from Mayor Adler, Council Member Pool's second, on a 3-0 vote with Mayor Pro Tem Tovo off the dais.

Agenda Item #6: Approval of Audit and Finance Committee Dates for 2018 (City Auditor's Office).
[Notes: SPONSOR: Mayor Pro Tem Kathie Tovo, CO 1: Council Member Ellen Troxclair]

Council Member Troxclair and Mayor Adler discussed potential committee meeting dates for calendar year 2018. The following dates were recommended:

- January 24
- February 28
- March 28
- April 25
- May 23
- June 27
- September 26
- October 24
- November 28

These dates should be confirmed the next time there is a meeting with a quorum of committee members. Given the timing of the November meeting, the Committee is not planning to have a December 2018 meeting.

Agenda Item #7: Discussion of future items.

No discussion.

Adjourn: Council Member Troxclair adjourned the meeting without objections at 11:53 am.

The minutes were approved on the 11th day of DECEMBER 2017 on Council Member Leslie Pool's motion, Mayor Steve Adler's second on a 3-0 vote. Council Member Ellen Troxclair off dais.