



SPECIAL MEETING MINUTES

City of Sacramento

Audit Committee

MEMBERS:

STEVE COHN, Chair (D-3)

ANGELIQUE ASHBY (D-1)
Member

JAY SCHENIRER (D-5)
Member

DARRELL FONG (D-7)
Member

CITY STAFF:

Stephanie Mizuno
Assistant City Clerk

Jorge Oseguera
City Auditor

Joe Cerullo
Senior Deputy City Attorney

New City Hall
915 I Street, 1st Floor – Council Chambers

February 15, 2011 - 10:00 A.M.

The Audit Committee is an advisory body and shall receive, review, and forward to the full Council the City Auditor's updates and reports. The Audit Committee may do the same for reports from the City Treasurer, department of finance, external auditors, and other City offices as relevant to City audits. The Audit Committee may make recommendations to the City Council with respect to the selection of the City Auditor, resolutions necessary or convenient to the operation of the Office of the City Auditor, and any other matter related to audits or the City Auditor.

NOTICE TO THE PUBLIC

You are welcomed and encouraged to participate in this meeting. Public comment is taken (2 minutes maximum) on items listed on the agenda when they are called. Public Comment on items not listed on the agenda will be heard at the end of the meeting as noted on the agenda. Comments on controversial items may be limited and large groups are encouraged to select 3-5 speakers to represent the opinion of the group.

Notice to Lobbyists: When addressing the Committee you must identify yourself as a lobbyist and announce the client/business/organization you are representing (City Code 2.15.160).

Speaker slips are located in the rack inside the chamber and should be completed and submitted to the City Clerk.

Government Code 54950 (The Brown Act) requires that a brief description of each item to be transacted or discussed be posted at least 72 hours prior to a regular meeting. The City posts Agendas at City Hall as well as offsite meeting locations. The order of Agenda items are listed for reference and may be taken in any order deemed appropriate by the legislative body. The Agenda provides a general description and staff recommendations; however, the legislative body may take action other than what is recommended. Full staff reports are available for public review on the City's website and include all attachments and exhibits. "To Be Delivered" and "Supplemental" reports will be published as they are received. Hard copies are available at the Office of the City Clerk (10 cents per page). Live video streams and indexed archives of meetings are available via the internet. Visit http://sacramento.granicus.com/ViewPublisher.php?view_id=21.

Meeting facilities are accessible to persons with disabilities. If you require special assistance to participate in the meeting, notify the Office of the City Clerk at (916) 808-7200 at least 48 hours prior to the meeting.

SPECIAL MEETING MINUTES

February 15, 2011 – 10:00 AM

*New City Hall
915 I Street, City Council Chambers*

All items listed are heard and acted upon by the Audit Committee unless otherwise noted.

Call to Order – 10:00 a.m.

Special session called to order by Chair Cohn, at 10:05 a.m. on Tuesday, February 15, 2011, at the Sacramento City Hall Council Chamber.

Roll Call - Present: Members Angelique Ashby, Darrell Fong, Jay Schenirer and Steve Cohn

Consent Calendar

All items listed under the Consent Calendar are considered and acted upon by one motion. Anyone may request an item be removed for separate consideration.

1. **Approval of Minutes for September 14, 2010**

Recommendation: Approve Committee minutes.

Contact: Stephanie Mizuno, Assistant City Clerk, City Clerk's Office, (916) 808-7200.

Action: Moved/Seconded: Member Cohn/Member Ashby

Yes: Members Ashby, Fong, Schenirer and Cohn

Absent: None

Motion **passed** to approve the September 14, 2010 minutes.

Discussion Calendar

Discussion or action reports include oral presentations including those recommending receive and file. Each speaker is limited to a maximum of 2 minutes.

2. **Approval of Committee Meeting Schedule for 2011**

Recommendation: Approve 2011 Committee Meeting Schedule

Contact: Stephanie Mizuno, Assistant City Clerk, (916) 808-7200.

Action: Moved/Seconded: Member Schenirer/Member Fong

Yes: Members Ashby, Fong, Schenirer and Cohn

Absent: None

Motion **passed** to approve the 2011 Committee meeting schedule.

3. Selection of Committee Vice-Chair for 2011

Recommendation: Select Vice-Chair for 2011

Contact: Stephanie Mizuno, Assistant City Clerk, (916) 808-7200.

Action: Moved/Seconded: Member Schenirer/Member Ashby
Yes: Members Ashby, Fong, Schenirer and Cohn
Absent: None

Motion **passed** to select Member Darrell Fong as the Vice-Chair for 2011.

4. Auditor's 2010 4th Quarter Report

Recommendation: Review and forward the City Auditor's 2010 4th Quarter Report to the full City Council for approval.

Contact: Jorge Osequera, City Auditor, (916) 808-7270.

Action: Moved/Seconded: Member Ashby/Member Schenirer
Yes: Members Ashby, Fong, Schenirer and Cohn
Absent: None

Motion **passed** to forward the City Auditor's 2010 4th Quarter Report to the full City Council for approval.

5. Proposed Audit Workplan for 2011

Recommendation: Review and forward the City Auditor's Proposed Audit Workplan for FY2011-12 to the full City Council for approval.

Contact: Jorge Osequera, City Auditor, (916) 808-7270.

Action: Moved/Seconded: Member Schenirer/Member Ashby
Yes: Members Ashby, Fong, Schenirer and Cohn
Absent: None

Motion **passed** to: 1) forward the City Auditor's Proposed Audit Workplan for FY2011-12 to the full City Council for approval; 2) schedule a special meeting of the Audit Committee on Tuesday, March 8, 2011 at 12:15 p.m. to receive public input and ideas to assist the City with the upcoming Utilities Department audit; 3) direct staff to prepare outreach materials for the March 8th meeting with data received at the meeting to be forwarded to the Auditor; and 4) direct staff to amend the current workplan to ensure that the City Auditor and City Attorney assess the whistleblower hotline with results to be presented back to Committee prior to forwarding to Council.

6. Follow Up: Outstanding Audit Recommendations from July to December 2010

Recommendation: Review and forward all recommendations to the full City Council for approval.

Contact: Jorge Osequera, City Auditor, (916) 808-7270.

Action: Moved/Seconded: Member Schenirer/Member Ashby

Yes: Members Ashby, Fong, Schenirer and Cohn
Absent: None

Motion **passed** to forward all recommendations to the full City Council for approval.

7. Introduction of new City Auditor staff (oral)

Recommendation: Receive and file

Contact: Jorge Osequera, City Auditor, (916) 808-7270.

Action: Staff introduced.

Public Comments-Matters Not on the Agenda

None.

Member Comments, Ideas and Questions

None.

Adjourned at 11:45 a.m.

This is to certify that the foregoing is a true and correct copy of the minutes of the February 15, 2011 meeting as approved by the Audit Committee.

Stephanie Mizuno, Assistant City Clerk