

Approved by IIAA 9/17/25

INTERAGENCY INTERNAL AUDIT AUTHORITY OPEN SESSION MINUTES JULY 16, 2025

The Interagency Internal Audit Authority (IIAA) met virtually at 8:00a.m. Those present were:

IIAA Members: Vice Chair Nicole Prorock, Emeka Enworom, Brent Simmons, Steve McKay, and Tracey McPherson

IA Staff: Tricia Reaver and Dawn Reed

FCC Staff: Scott McVicker and Amy Stake

FCPS Staff: Heather Clabaugh, Amanda Baugher, and Melissa Rollison

FCG Staff: John Peterson, Leslie Barnes-Keating, Dan Lewis, Erin White, and Ronni Bowman

Contractors:

SC&H: Matt Simon, Anthony DiGiulian, Lindsay Puccio, and Meghan Jacobs

CLA: Sean Walker and Cheri Amoss

UHY: Reina Hernandez and Shannon Castillo

SB & Company: Chris Lehman

Vice Chair Nicole Prorock called the meeting to order at 8:00am

Approval of Agenda – July 16, 2025

Steve McKay made a motion to accept and approve the agenda for July 16, 2025, seconded by Emeka Enworom. All those present voted in favor (Jon Alexander and Dean Rose absent). The motion passes.

Approval of Open Meeting Minutes – June 18, 2025

Emeka Enworom made a motion to accept and approve the IIAA open meeting minutes of June 18, 2025, as submitted, seconded by Steve McKay. All those present voted in favor with Tracey McPherson abstaining (Jon Alexander and Dean Rose absent). The motion passes.

Status of Assignments:

CLA

- FCG Hotel Rental Tax – Management responses not received yet; final report will be ready for IIAA vote at the September meeting as there will be no August meeting.
- FCG DFRS Length of Service Award Program (LOSAP) – Currently, in test work.

SC&H

- FCG Grants - Working through completion of test work and beginning draft.
- FCG IIT Access Controls – Kickoff meeting is scheduled for June 18th; test work has begun.
- FCC HR On-Boarding – Kickoff meeting is scheduled for July 21st.

UHY

- FCPS Leave Benefits – Currently, in test work.

Miscellaneous Follow-ups

- The Director pointed out to the IIAA to review the list provided of follow-up status, as some items have been closed and will drop from the list and some items have been added, extended, or requested an extension.

Fraud Hotline

- FCG – None.
- FCC – None.
- FCPS – None.

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Other Business

- o Annual Financial Reviews are included for IIAA review; no vote needed.
- o Meeting format to remain the same; virtual.
- o Member terms and updates – no changes

Next Meeting

- o September 17, 2025.

At 8:29am, Nicole Prorock adjourned the July 16, 2025, IIAA open meeting.

Respectfully Submitted,



Dawn Reed
Coordinator, Internal Audit