

INTERAGENCY INTERNAL AUDIT AUTHORITY
AGENDA
WINCHESTER HALL
THIRD FLOOR MEETING ROOM
12 E. CHURCH STREET, FREDERICK, MD 21701
AUGUST 20, 2014
8:00 A.M.

1. Approval of Minutes – July 16, 2014
 - 1a. Open Meeting
 - Closed Meeting (vote in closed session)
 - 1c. Voting Record (7/16/14)
2. Status of Assignments
 - 2a. IA Status Report
 - 2b. Special Projects
 - 2c. Audit Recommendations Log (open action item list) and Misc. Follow-Ups
3. Other Business
 - 4a. RFP (Approved; P&C to open for bid)
 - 4b. Director Position Status (discuss in closed session)
 - 4c. IIAA Resolution Status
 - 4d. Hotel Rental Tax Audit (due in September 2014)
 - 4e. FRAUD HOTLINE – None. All County email was sent out by Robin Santangelo on 7/24/14.
4. Closed Session

A closed session will be held at the end of the meeting in accordance with:

 - Maryland Annotated Code Government Article §10-508 (a) to conduct an Administrative Function.
 - Maryland Annotated Code Government Article §10-508 (a) (1) (i) to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom it has jurisdiction.
 - 6a. Topic: Approve the closed meeting minutes of July 16, 2014
 - 6b. Topic: Discuss Cotton's two monthly status reports
 - 6c. Topic: Discuss/Approve Cotton's draft of the Planning Phase & Cost Estimate of FCC's Timesheet Controls & Employee Controls over Overtime
 - 6d. Topic: Approve the Task Order #2 Testing Phase of FCC's Timesheet Controls & Employee Controls over Overtime
 - 6e. Topic: Director Position Status
 - 6f. Topic: Audit Work Plan; Risk Assessment (due ASAP)

Note: The Open Meetings Act does not apply to a public body when discussing an administrative function.

5. Adjournment

NEXT MEETING SEPTEMBER 17, 2014
WINCHESTER HALL, 3RD FLOOR MEETING ROOM
12 E. CHURCH STREET

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Individuals requiring special accommodations are requested to contact Dawn Reed at 301-600-1154 (TTY: Use Maryland Relay) to make arrangements no later than three (3) working days prior to the meeting.