

**INTERAGENCY INTERNAL AUDIT AUTHORITY
OPEN SESSION MINUTES
July 17, 2013**

The Interagency Internal Audit Authority (IIAA) met at 8:00 a.m., July 17, 2013, in the Winchester Room, Winchester Hall, 12 E. Church Street, Frederick, Maryland. Those present were:

IIAA Members: Allan Joseph (Chair), Steven Darr (Vice Chair), Shaun Jones, Robert Kimble, and Doris White

IA Staff: Kelly Hammond and Dawn Reed

Approval of Open Minutes

Mr. Shaun Jones made a motion to approve the open meeting minutes of June 19, 2013, as written, seconded by Ms. Doris White. All were in favor and the motion passed unanimously.

Strategic/Annual Plan

Mr. Jones began by proposing some changes. After discussion, it was decided and agreed upon there would be no changes to the audit plan that was submitted by Ms. Hammond. Mr. Jones made a motion to accept and approve the Strategic/Annual Audit Plan as is, meaning as last distributed by Ms. Hammond to the Authority, without any changes and to proceed with distribution, seconded by Ms. Doris White. The motion passed 4-0-1, with Mr. Robert Kimble abstaining from the vote.

Status of Assignments

Discussed in the closed session of the meeting (see minutes).

Status of Hotlines

None

Other Business

Ms. Hammond advised the IIAA of her upcoming vacation and said she will be out of the office from Friday, August 2nd through Friday, August 9th.

Mr. Robert Kimble made a motion to end the open session and adjourn the meeting, seconded by Mr. Darr. All were in favor and the motion passed unanimously.

The meeting adjourned at 10:40am.

Respectfully Submitted,

Dawn Reed
Administrative Coordinator