

**INTERAGENCY INTERNAL AUDIT AUTHORITY  
AGENDA  
WINCHESTER HALL  
1<sup>st</sup> FLOOR COUNTY COUNCIL CONFERENCE ROOM  
12 E. CHURCH STREET, FREDERICK, MD 21701  
WEDNESDAY, NOVEMBER 14, 2018  
8:00 A.M.**

1. Approval of Minutes – October 17, 2018

- 1a. Open Session Meeting
- 1b. Closed Session Meeting (vote in closed session)
- 1c. Voting Record (10/17/18)

2. Status of Assignments

- 2a. IA Status Reports
- 2b. CLA Monthly Status Reports
- 2c. SC&H Monthly Status Reports
- 2d. Audit Recommendations Log

3. Task Orders

- 3a. 19-01; FCG Incident Response, Disaster Recovery & Business Continuity (draft)
- 3b. 19-02; FCC Procurement & Contracting (draft)

4. Fraud Hotline

- 4a. FCG – Completion of personnel matter (closed session; new items)
- 4b. FCC - None
- 4c. FCPS – None

5. Other Business

- 5a. Hotel Rental Tax Memorandum
- 5b. Risk Assessment Update
- 5d. DRFS Leave Policies

6. Closed Session

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

- Maryland Annotated Code Government Article §3-305 (b) (1) “To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more individuals.”

Topic: Discuss personnel issues.

Adjournment

**NEXT MEETING DECEMBER 19, 2018 AT 8:00am  
WINCHESTER HALL, 2<sup>ND</sup> FLOOR WINCHESTER CONFERENCE 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.