

METROPOLITAN NASHVILLE
METROPOLITAN AUDIT COMMITTEE MEETING AGENDA
December 10, 2024, 4:00 p.m.

Committee Room 1
205 Metropolitan Courthouse

- I. Call Meeting to Order (Tom Bates – Committee Chair)
- II. Public Comment
 - Pursuant to Tennessee Public Chapter No. 300, time is reserved for the public to comment on matters germane to items on the meeting agenda. A sign-up sheet will be provided before the meeting is called to order. A maximum of 8 persons who write their names on the sign-up sheet provided, before the meeting is called to order, will be allowed to share their comments for a maximum of 2 minutes per person, and this comment period will be held at the commencement of the meeting.
- III. Approval of Minutes (Tom Bates – Committee Chair)
 - Approval of Minutes for September 10, 2024, meeting
- IV. New Business
 - Discussion on the Audit Recommendations Follow-Up – Davidson County Agricultural Extension Office issued October 17, 2024. (Seth Hatfield – Principal Auditor)
 - Discussion on the Audit of Nashville Fire Department – Fleet Maintenance and Operations issued November 14, 2024. (Lauren Riley – Metropolitan Auditor)
 - Tentative Discussion on the Justice Integration Services (JIS) 2024 Information Technology Audit. (Frazier & Deeter)
 - Discussion to amend the 2024 Annual Audit Workplan (Lauren Riley – Metropolitan Auditor)
 - Metropolitan Nashville Audit Committee and Metropolitan Nashville Office of Internal Audit Bylaws annual review. (Lauren Riley – Metropolitan Auditor)
- V. Internal Audit Project Status (Lauren Riley – Metropolitan Auditor)
 - Recommendation implementation follow-up status
 - On Going Projects
- VI. Other Administrative Matters (Lauren Riley – Metropolitan Auditor)
 - FY2025 Budget Update
 - Office of Internal Audit Staffing
- VII. Consideration of Items for Future Meetings (Tom Bates – Committee Chair)
- VIII. Adjournment of Public Meeting – Next Regular Meeting Tuesday, December 19, 2024.
- IX. Call for a motion to enter executive session (Tom Bates – Committee Chair)

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X. Executive Session Agenda – (Tom Bates – Committee Chair)

- Discussion on the ongoing audit of the Metropolitan Nashville FY2024 Financial Statements audit with Crosslin. (External Auditor)
- If needed, discussion of pending or ongoing audits or investigations. (Lauren Riley – Metropolitan Auditor)

Note: Upon a majority vote of committee members in attendance for the public portion of the meeting, the Metropolitan Nashville Audit Committee may hold confidential, nonpublic executive sessions to discuss the following items (T.C.A. § 9-3-405¹):

- Items deemed not subject to public inspection under T.C.A. §§ 10-7-503² and 10-7-504³ and all other matters designated as confidential or privileged under this code;
- Current or pending litigation and pending legal controversies;
- Pending or ongoing audits or audit related investigations;
- Information protected by federal law; and
- Matters involving information under T.C.A. § 9-3-406⁴ where the informant has requested anonymity.



If any accommodations are needed for individuals with disabilities who wish to be present at this meeting, please request the accommodation through hubNashville at <https://nashville.gov/hub-ADA-boards> or by calling (615) 862-5000. Requests should be made as soon as possible, but 72 hours prior to the scheduled meeting is recommended.

¹ T.C.A. § 9-3-405(d). Establishment of audit committee, Notice requirements, Open meetings, Confidential, nonpublic executive session.

² T.C.A. § 10-7-503. Records open to public inspection, Schedule of reasonable charges, Costs.

³ T.C.A. § 10-7-504. Confidential records.

⁴ T.C.A. § 9-3-406. Establishment of process for confidential reporting of suspected illegal, improper, wasteful or fraudulent activity, Retaliatory activities prohibited.