

WASHOE COUNTY

"Dedicated To Excellence in Public Service"

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COMMITTEE MEMBERS

Commissioner Jeanne Herman
Alt. Commissioner Alexis Hill
Barbara Kinnison
Charlene Hart
Kevin Stroupe
John Briscoe



NON-VOTING MEMBER

County Manager Eric Brown

INTERNAL AUDIT MANAGER

Katelyn Kleidosty

NOTICE OF MEETING AND AGENDA WASHOE COUNTY AUDIT COMMITTEE

Commission Chambers
1001 E. 9th St.

Monday, November 13, 2023
10:00 a.m.

NOTE: Items on the agenda may be taken out of order; combined with other items; removed from the agenda; or moved to the agenda of another meeting. This meeting will be held at the physical location designated on this agenda, but one or more of the Committee Members and/or County staff may attend and participate by remote technology system. Members of the public wishing to attend may do so and participate as provided in the agenda at the designated physical location.

Accessibility: In compliance with the Americans with Disabilities Act, the Washoe County meeting rooms are accessible and those requiring accommodation for this meeting should notify the Internal Auditor at (775) 328-2064, 24 hours prior to the meeting.

Public Transportation: Public transportation is available to this meeting site: RTC Routes 2, 5 and 15 serve this location. For eligible RTC ACCESS reservations call (775) 348-5438.

Time Limits and Public Comment: Public comments are welcomed during the Public Comment periods for all matters, whether listed on the agenda or not, and are limited to three minutes per person. Additionally, public comment of three minutes per person will be heard during individually numbered items designated as "for possible action" on the agenda. Persons are invited to submit comments in writing on the agenda items and/or attend and make comment on that item at the meeting. Persons may not allocate unused time to other speakers. Public comment can be submitted via email to washoe311@washoecounty.us. The County will make reasonable efforts to include all comments received for public comment by email in the record. Please try to provide comments by 4:00 p.m. on Sunday, November 12, 2023.

Supporting documentation for the items on the agenda provided to Audit Committee members is available to members of the public at the County Manager's Office (1001 E. 9th Street, Bldg. A, 2nd Floor, Reno, Nevada), Katelyn Kleidosty, Internal Audit Manager (775) 830-2550.

Pursuant to NRS 241.020, the Agenda for the Washoe County Audit Committee has been electronically posted at https://www.washoecounty.gov/mgrsoff/board_committees/internal_audit/index.php and <https://notice.nv.gov>.

Forum Restrictions and Orderly Conduct of Business: The Board of County Commissioners carries out the business of Washoe County and its residents during its meetings. The presiding officer may order a person be removed if the person's conduct or statements disrupt the order or safety of the meeting. Warnings about disruptive conduct or comments may or may not be given prior to removal.

10:00 a.m.

1. Roll Call
2. Public Comment (*comment heard under this item will be limited to three minutes per person and may pertain to matters both on and off the Audit Committee agenda*)
3. Elect a chair and vice-chair for the Audit Committee (for possible action)
4. Approval of minutes for June 9, 2023, meeting (for possible action)
5. Approval of minutes for June 22, 2023, meeting (for possible action)
6. Approval of minutes for August 1, 2023, meeting (for possible action)
7. Audit Update Discussion – Katelyn Kleidosty, Internal Audit Manager (for discussion only)
 - a. Completed:
 - Washoe County Clerk’s Office – Board Records and Minutes Division Audit
 - Washoe County Library – Special Event Expenditures and Title Procurement Process
 - b. In Progress:
 - Sheriff Fees
 - Bail Procedures
 - Assisting the Assessor’s Office with an audit program
 - Cash Controls Audit – Clerk’s Office; Library
 - c. Follow-Up:
 - None noted
 - d. Other:
 - None noted
8. Fraud Hotline – Katelyn Kleidosty, Internal Audit Manager (for discussion only)
 - a. Six (6) fraud hotline tips were received
9. Calendaring of future Audit Committee meetings – Tentative as dates/times are subject to change
 - a. Thursday, January 11, 2024 @ 3:00 PM
 - b. Thursday, March 21, 2024 @ 3:00 PM
 - c. Thursday, June 27, 2024 @ 3:00 PM
10. Audit Committee Member Comments – limited to announcements or issues proposed for future agendas and/or workshops
11. Public Comment (*comment heard under this item will be limited to three minutes per person and may pertain to matters both on and off the Audit Committee agenda*).

Adjournment.