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**VIRTUAL AUDIT ADVISORY BOARD REGULAR MEETING
CITY OF FORT LAUDERDALE**

**City Hall Closed to the Public- Virtual Meeting
Thursday, January 28, 2021, 11:00 AM**

<u>Board Member</u>	<u>Attendance</u>	Cumulative Attendance	
		<u>Present</u>	<u>Absent</u>
D. Keith Cobb, Chairman	P	2	0
Paul Czerwonka	P	2	0
Joey Epstein	P	1	0
Thomas Bradley	P	2	0
Lane Hacker	P	2	0

Staff Present

Susan Grant, Director, Finance
Linda Short, Deputy Director, Finance
Laura Garcia, Controller, Finance
John Herbst, City Auditor
Laura Reece, Director, Office Management & Budget
Ingrid Kindbom, Assistant Structural Innovation Manager, Office Management & Budget
Maria Panyi, Assistant City Auditor III
Angela Mahecha, Assistant to the Director, City Auditor
Debra Conyers, Board Liaison

Other Attendees

John Weber, Crowe, LLP
Michele Blackstock, Crowe, LLP

Call to Order

Chairman Keith Cobb called the meeting to order at 10:58 AM.

Roll Call

At the time of roll call, all appointed members to the Board were present, allowing for a quorum.

Floor Open for Public Input

Chairman Keith Cobb opened the floor for public input. No members of the public came forward.

Quarterly Audit Compliance Report- December 2020

John Herbst stated that Staff was making progress on closing out findings. Chairman Keith Cobb asked if the Audit office was giving special attention to capital funds. Mr. Herbst explained while no extra attention has been given to capital funds, the Audit Office was closely monitoring purchasing through the Procurement Division.

Further discussion ensued between Board Members and City Staff.

Audit Work Plan Update- Crowe

John Weber stated everything is on schedule with the Audit Work Plan.

Further discussion ensued between Crowe LLP, Board Members and City Staff.

ERP Update

Susan Grant stated the City is working with a vendor which includes six weeks of fact findings starting in February. Ms. Grant mentioned there was no ERP schedule available, but the implementation of ERP would occur in phases. Chairman Cobb expressed concerns on whether the City Commission was being briefed on the ERP updates and stated the Commission should be advised of the ERP progress.

Action to Appoint Representative to Revenue Committee

Chairman Keith Cobb briefly explained the process and purpose of the committee. Tom Bradley made the motion to nominate Joey Epstein to represent the Audit Advisory Board at the Revenue Estimating Committee, Lane Hacker seconded.

CRA Special Meeting March 4, 2021- Motion

Chairman Keith Cobb asked for a motion for special meeting on March 4, 2021. Paul Czerwonka made the motion and Joey Epstein seconded. The special meeting was approved unanimously in a voice vote.

Other Business

N/A

Communication to the City Commission

N/A

Adjournment

The next regularly scheduled Audit Advisory Board meeting will be April 29th, 2021.

The meeting adjourned at 11:34 AM

[Minutes prepared by Debra Conyers, Board Liaison]

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