



Douglas County Audit Committee

Meeting Agenda

Dave Nelson
David Maxwell
Mark Hart
Kirby Mays
Teresa Froncek Rankin

Wednesday, June 24, 2020

2:00 PM

Zoom Meeting:
<https://zoom.us/j/93003668007>
Meeting ID: 930 0366 8007
Dial by your location
+1 253 215 8782

MISSION STATEMENT

Working together with integrity and accountability, the Douglas County team is dedicated to providing essential and cost-effective public services fostering a safe, healthy, scenic, and vibrant community for the enjoyment of our residents and visitors.

Douglas County is actively monitoring and managing the COVID-19 level of risk in our community by closing public offices to minimize contact among individuals and to slow the spread of COVID-19. The Board of County Commissioners will be conducting its meeting electronically to reduce social gatherings and interpersonal contact. In adherence to Governor Sisolak's Declaration of Emergency and Directive 006 on public meetings, there will be no physical location designated for this meeting.

The public will be able to watch the meeting via Zoom using the information above. Written public comment will be accepted prior to the Board meeting by emailing auditcommitteepubliccomment@douglasnv.us

Pursuant to Governor Sisolak's Declaration of Emergency, copies of the agenda will not be posted at any physical location. Moreover, copies of supporting material may no longer be requested or obtained in person. However, members of the public may request an electronic copy of the agenda or the supporting materials by contacting Amy Poole at cmoffice@douglasnv.us. Electronic copies of the agenda and supporting materials are also available at the following websites:

- **State of Nevada Public Notices website:** <https://notice.nv.gov/>
- **Douglas County Meeting website:** <https://douglascountynv.iqm2.com/Citizens/Default.aspx>

Agenda items may be taken out of order, may be combined for consideration, or may be removed from the agenda at any time. All items designated "for possible action" shall include discussion by the Audit Committee and they may take action to approve, modify, deny, take "no action," or continue the item.

It is the intent of the Audit Committee to protect the dignity of citizens who wish to comment before the Board. It is also the desire of the Audit Committee to provide the citizens of Douglas County with an environment that upholds the highest professional standards. It is requested that every person that submits comments or information to the Audit Committee be respectful of differing viewpoints and not engage in personal attacks or interfere with the orderly conduct of the meeting.

Notice to Persons with Disabilities: Members of the public who are disabled and require special assistance or accommodations are requested to notify the Douglas County Clerk's Office in writing at Post Office Box 218, Minden, Nevada 89423 or by calling 782-9821 at least 20 hours in advance.

DOUGLAS COUNTY AUDIT COMMITTEE

FINAL AGENDA – MINDEN, NV

June 24, 2020

2:00 PM

Call to Order

PLEDGE OF ALLEGIANCE

Led by Terri Willoughby, Chief Financial Officer

APPROVAL OF AGENDA

For possible action. Approval of proposed agenda. The Douglas County Audit Committee reserves the right to take items in a different order to accomplish business in the most efficient manner, to combine two or more agenda items for consideration, and to remove items from the agenda or delay discussion relating to items on the agenda.

PUBLIC COMMENT

At this time, public comment will be taken on those items that are within the jurisdiction and control of the Douglas County Audit Committee or those agenda items where public comment will not be taken as a public hearing is not legally required.

Public Comment is limited to three minutes per speaker. The Douglas County Audit Committee uses timing lights to ensure that everyone has an opportunity to speak. You will see a green light when you begin, and then a yellow light which indicates that you have thirty seconds left and should conclude your comments. Once the light turns red, please sit down.

If you are going to comment on a specific agenda item that the Douglas County Audit Committee will take action on, please make your comments when the Committee considers that item and the item is opened for public comment.

For members of the public not able to be present when an agenda item is heard, Speaker/Comment Cards are available from the Clerk and at the entrance to the meeting room. These cards should be completed and given to the Clerk.

ADMINISTRATIVE CALENDAR

The Administrative Calendar will be handled as follows:

- (1.) The Chairman will read the agenda title into the public record.
- (2.) Staff will introduce the item and provide a report, if any.
- (3.) The applicant, if any, will have an opportunity to address the Board.
- (4.) The Board will then discuss the item. Once the Board has concluded their discussion, public comment will be allowed.
- (5.) Public comment will be allowed and is limited to three minutes per speaker.

(6.) Once public comment is completed, the Board will then ask any follow-up questions and take action.

On agenda items that are agendized as a “presentation” with no action listed, public comment is not legally required and must be made at the beginning of the meeting.

1. For Presentation Only. Douglas County Internal Audit Program Update. (Mark Steranka, Moss Adams) 10 minute presentation (approximate).
2. For possible action. Review and possible recommendation of approval of the Development and Permitting Efficiency Review as prepared by Moss Adams. (Terri Willoughby) 10 minute presentation (approximate).
3. For presentation only. Discussion of Special Grand Jury Final Report 2019/2020. (Patrick Cates and Terri Willoughby) 20 minute presentation (approximate).
4. For possible action. Review and possible recommendation of approval of the Cash Handling Internal Controls Review report prepared by Moss Adams. (Terri Willoughby and Halie Garcia, Moss Adams) 10 minute presentation (approximate).
5. Presentation Only. Update on Policies and Procedure Inventory Project. (Terri Willoughby) 10 minute presentation (approximate).
6. For possible action. Discussion and approval of Fiscal Year 2020-21 Internal Audit Program. (Terri Willoughby and Mark Steranka, Moss Adams LLP). 10 minute presentation (approximate).

CLOSING PUBLIC COMMENT

At this time, public comment will be taken on those items that are within the jurisdiction and control of the Douglas County Audit Committee or those agenda items where public comment has not already been taken.

THE TIMING FOR AGENDA ITEMS IS APPROXIMATE UNLESS OTHERWISE INDICATED AS A TIME SPECIFIC ITEM. ITEMS MAY BE CONSIDERED AHEAD OF OR AFTER THE SCHEDULE INDICATED BY THIS AGENDA.

ADJOURNMENT