



# REPORT TO AUDIT COMMITTEE City of Sacramento

915 I Street, Sacramento, CA 95814-2671

**Consent**  
**April 10, 2012**

Honorable Members of the Law and Legislation Committee

**Subject: Approval of Minutes – February 14, 2012**

**Location/District:** All

**Recommendation:** Approve the minutes for the Committee meeting of February 14, 2012.

**Contact:** Wendy Klock-Johnson, Assistant City Clerk, 916-808-7200

**Presenters:** None

**Department:** City Clerk's Office

**Organization No:** 04001011

**Summary:** Staff recommends the approval of the minutes for the Committee meeting of February 14, 2012

**Committee/Commission Action:** None

**Financial Consideration:** None

**Environmental Considerations:** None

**Policy Considerations:** None

**Emerging Small Business Development (ESBD):** None

Respectfully Submitted By: \_\_\_\_\_  
Wendy Klock-Johnson, Assistant City Clerk

## **Table of Contents**

Report

Page 1

Attachment A – Minutes for February 14, 2012 Meeting

Page 2



# MINUTES

## City of Sacramento Audit Committee

### **MEMBERS:**

**STEVE COHN, Chair (D-3)**  
*Chair*

**ANGELIQUE ASHBY (D-1)**  
*Vice Mayor*

**JAY SCHENIRER (D-5)**  
*Member*

**DARRELL FONG (D-7)**  
*Member*

### **CITY STAFF:**

*Wendy Klock-Johnson*  
*Assistant City Clerk*

*Jorge Oseguera*  
*City Auditor*

*Joe Cerullo*  
*Senior Deputy City Attorney*

*New City Hall*  
*915 I Street, 1st Floor – Council Chambers*

*February 14, 2012 @ 3:30 P.M.*

The Audit Committee is an advisory body and shall receive, review, and forward to the full Council the City Auditor's updates and reports. The Audit Committee may do the same for reports from the City Treasurer, department of finance, external auditors, and other City offices as relevant to City audits. The Audit Committee may make recommendations to the City Council with respect to the selection of the City Auditor, resolutions necessary or convenient to the operation of the Office of the City Auditor, and any other matter related to audits or the City Auditor.

### **NOTICE TO THE PUBLIC**

You are welcomed and encouraged to participate in this meeting. Public comment is taken (2 minutes maximum) on items listed on the agenda when they are called. Public Comment on items not listed on the agenda will be heard at the end of the meeting as noted on the agenda. Comments on controversial items may be limited and large groups are encouraged to select 3-5 speakers to represent the opinion of the group.

**Notice to Lobbyists:** When addressing the Committee you must identify yourself as a lobbyist and announce the client/business/organization you are representing (City Code 2.15.160).

**Speaker slips are located in the rack inside the chamber and should be completed and submitted to the City Clerk.**

*Government Code 54950 (The Brown Act)* requires that a brief description of each item to be transacted or discussed be posted at least 72 hours prior to a regular meeting. The City posts Agendas at City Hall as well as offsite meeting locations. The order of Agenda items are listed for reference and may be taken in any order deemed appropriate by the legislative body. The Agenda provides a general description and staff recommendations; however, the legislative body may take action other than what is recommended. Full staff reports are available for public review on the City's website and include all attachments and exhibits. "To Be Delivered" and "Supplemental" reports will be published as they are received. Hard copies are available at the Office of the City Clerk (10 cents per page). Live video streams and indexed archives of meetings are available via the internet. Visit [http://sacramento.granicus.com/ViewPublisher.php?view\\_id=21](http://sacramento.granicus.com/ViewPublisher.php?view_id=21).

Meeting facilities are accessible to persons with disabilities. If you require special assistance to participate in the meeting, notify the Office of the City Clerk at (916) 808-7200 at least 48 hours prior to the meeting.

# MINUTES

Tuesday, February 14, 2012 @ 3:30 PM

*New City Hall  
915 I Street, City Council Chambers*

All items listed are heard and acted upon by the Audit Committee unless otherwise noted.

## Call to Order

The meeting of the Audit Committee was called to order by Chair Cohn at 3:32 p.m., Tuesday, February 14, 2012 in the City Council Chambers.

**Members Present:** Darrell Fong, Jay Schenirer, and Chair Steve Cohn. Member Angelique Ashby present at 3:47 p.m.

## Consent Calendar (Item 1)

All items listed under the Consent Calendar are considered and acted upon by one motion. Anyone may request an item be removed for separate consideration.

### 1. **Approval of Minutes for December 13, 2011**

**Location:** Citywide

**Action:** Moved/Seconded: Darrell Fong/Jay Schenirer

**Yes:** Members Darrell Fong, Jay Schenirer, and Chair Steve Cohn

**Absent:** Member Angelique Ashby

A motion **passed** to approve minutes of the February 14, 2012 Audit Committee

## Discussion Calendar (Items 2-5)

Discussion or action reports include oral presentations including those recommending receive and file. Each speaker is limited to a maximum of 2 minutes.

### 2. **City Auditor's Quarterly Audit Activities Report**

**Location:** Citywide

**Action:** Moved/Seconded: Jay Schenirer/Darrell Fong

**Yes:** Members Darrell Fong, Jay Schenirer, and Chair Steve Cohn

**Absent:** Member Angelique Ashby

A motion to **passed** accept the City Auditor's Quarterly Audit Activities Report and to forward to the City Council for final approval.

### 3. **City Auditor's Semi-Annual Recommendation Follow Up Report**

**Location:** Citywide

**Action:** Moved/Seconded: Jay Schenirer/Darrell Fong

**Yes:** Members Darrell Fong, Jay Schenirer, and Chair Steve Cohn

**Absent:** Member Angelique Ashby

A motion **passed** to accept the City Auditor's Semi-Annual Recommendation Follow-Up Report and to forward to the City Council for final approval

**4. City Auditor's Audit Plan for Fiscal year 2012/13**

**Location:** Citywide

**Action:** Moved/Seconded: Angelique Ashby/Jay Schenirer

**Yes:** Members Angelique Ashby, Darrell Fong, Jay Schenirer, and Chair Steve Cohn

A motion **passed** to accept the City Auditor's Audit Plan for Fiscal year 2012/13 and to forward to the City Council for final approval.

**5. Assessment for Establishing a Whistleblower Hotline**

**Location:** Citywide

**Action:** Moved/Seconded: Jay Schenirer /Angelique Ashby

**Yes:** Members Angelique Ashby, Darrell Fong, Jay Schenirer, and Chair Steve Cohn

A motion **passed** to accept the City Auditor's assessment for establishing a whistleblower hotline and forward to City Council for final approval and inclusion in the council's FY2012-2013 budget considerations.

**Public Comments-Matters Not on the Agenda**

**6. None**

**Member Comments, Ideas and Questions**

**7. None**

**Adjourned – 4:16 p.m.**