

The Audit Board of the City of Orlando met on Thursday, June 30, 2016, in the Veterans Conference Room, on the second floor of Orlando City Hall.

**BOARD MEMBERS:**

Robert Campbell, Chair	Present	[3/0]
Judy Wall, Vice-Chair	Present	[3/0]
Brendan Blais	Absent	[2/1]
Stephen K. Clapp	Present	[3/0]
Larry Magel	Present	[3/0]

**OTHERS PRESENT:**

George McGowan, Director of Audit Services and Management Support  
Daniel O'Keefe, Partner, Moore Stephens Lovelace  
Joel Knopp, Engagement Manager, Moore Stephens Lovelace  
Michelle McCrimmon, Controller  
Perez Goree, Audit Manager  
Brian Battles, Deputy Chief Financial Officer  
Rosa Ahktarkhavari, Chief Information Officer  
Dina Dorestan, Litigation Paralegal/Recording Secretary

**1. CALL TO ORDER**

Mr. Campbell determined that enough members were present for a quorum and called the meeting to order at 1:00PM.

**2. APPROVAL OF THE MINUTES**

Mr. Campbell asked if there were any comments regarding the minutes from the previous meeting. None were made. **A MOTION WAS MADE BY MR. CLAPP TO APPROVE THE MINUTES OF THE APRIL 17, 2016 MEETING AS WRITTEN. THE MOTION WAS SECONDED BY LARRY MAGEL. THE MOTION WAS APPROVED UNANIMOUSLY.**

**3. PUBLIC COMMENT**

None.

**4. CYBER SECURITY UPDATE**

Ms. Ahktarkhavari presented the Cyber Security Update. Ms. Ahktarkhavari explained that the Cyber Security is the protection of information systems from theft or damage to the hardware, the software, and the information on them as well as from disruption or misdirection of the services they provide. It includes controlling physical access to the hardware, as well as protection against harm that may come via network access, data and code injection, and due to malpractice by operators, whether intentional, accidental, or due to them being tricked into deviating from secure procedures. Ms. Ahktarkhavari answered questions from the Board. Discussion ensued. Ms. Dorestan entered meeting at 1:15 p.m. Ms.

Ahktarkhavari and Mr. Goree left meeting at 1:20 p.m. Mr. Knopp and Mr. O'Keefe entered meeting at 1:30 p.m.

**5. BUDGET UPDATE**

Mr. Battles explained that June 2016 transactions will close in the next couple of weeks and that the 3<sup>rd</sup> quarter budget update will be available in July or August. Mr. Battles further explained that the past two quarters budgets looked good. Mr. Battles discussed that he expects the fiscal year will end with a positive budget result. Mr. Battles answered questions on budget update, revenue sources, and funds. Discussion ensued.

**6. AUDIT SERVICES & MANAGEMENT SUPPORT ACTIVITIES**

Mr. McGowan presented the Audit Services and Management Support Activities to the board. He explained that audit has issued 6 reports since the board last met. Mr. McGowan gave an overview of reports issued, status of projects in progress and projects planned but not yet started. A question was raised about the One Orlando Fund created after the recent tragic Pulse night club tragedy. Ms. McCrimmon explained that City staff is handling the funds and the donations in a separate account under a 501(c)(3) organization previously created by the City. Ms. McCrimmon explained that the 501(c)(3) is audited each year and since the OneOrlando Fund is included in that 501(c)(3), it will be a part of that audit. Discussions ensued.

**7. NEW BUSINESS**

None.

**8. ADJOURNMENT**

There being no further business to discuss, Mr. Campbell declared the meeting adjourned at 1:56 p.m.

Respectfully submitted,



Robert Campbell  
Chair



Dina Dorestan  
Litigation Paralegal/Recording Secretary

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**OTHERS PRESENT:**

Dan O'Keefe, Moore Stephens Lovelace  
Joel Knopp, Moore Stephens Lovelace

**1. AUDIT BOARD INDIVIDUAL DISCUSSION WITH THE EXTERNAL AUDITORS**

Audit Board met with Mr. O'Keefe and Knopp from Moore Stephens Lovelace. Topics discussed included external audit information flow with the City, scope of audit work, and an update on current audit work. Discussion ensued and all board questions were answered.

**2. ADJOURNMENT**

There being no further business to discuss, Mr. Campbell declared the meeting adjourned.

Respectfully submitted,



Robert Campbell  
Chair