



**MARICOPA COUNTY
CITIZENS AUDIT ADVISORY COMMITTEE MEETING MINUTES**

Wednesday, March 22, 2023, 10:00 A.M.

Voting Members Present:

Ryan Wimmer, District 1
William Greene, District 2
Jenn Siguenza, District 4
Tammy Ryan, District 5

Non-Voting Members Present:

Andrea Cummings, County Attorney's Designee
Cindy Goelz, County Chief Financial Officer

Voting Members Absent:

Representative, District 3

Non-Voting Members Absent:

Stephanie Gerber, Auditor General Designee

Interested Persons Present:

Dave Glennon, AZ Auditor General's Office
Bridget Harper, County Deputy Finance Director
Michael McGee, County Internal Audit Director
Susan Adams, County Internal Audit Assistant Director
Amanda Zibell, County Internal Audit Business Systems Analyst Sr
Karen Smith, County Internal Audit Executive Assistant
Tobi Salinas, County Internal Auditor

1. Call Meeting to Order

The meeting was called to order by Chairperson Jennifer Siguenza at 10:00 a.m.

2. Introductions

3. Approval of Minutes

The motion was made by William Greene to approve January 18, 2023, meeting minutes and seconded by Ryan Wimmer. The motion passed unanimously.

4. Review Charter

Mike McGee shared proposed updates to the Audit Advisory Committee Charter. Additional suggestions were put forth and proposed changes for the recommendations will be reviewed at the next meeting. Then, the committee can vote on whether to move it on to the Board of Supervisors for approval.

5. Internal Audit Updates

Mr. McGee provided a PowerPoint presentation and discussed the following topics:

- Updates on current events and department initiatives
 - Annual Risk Assessment
 - Internal Audit portal
 - Office organizational changes

Mr. McGee turned the time over to Tobi Salinas for an overview of the County’s career fair and community expo. Mr. Salinas discussed meeting many potential candidates, answering questions about the department, and presenting Internal Audit’s most recent Annual Performance Report. Mr. Salinas also shared the promotional video which recapped the event.

Mr. McGee turned the time over to Susan Adams. Mrs. Adams discussed a special event that occurred at the career fair. She also discussed the following topics:

- Completed report
- Work in progress
- Reporting phase

The full presentation is available upon request.

6. Finance/Budget Update

Ms. Goelz provided an update. They are working toward tentative budget adoption on May 22nd with the final adoption slated for June 26th. They’ve heard from all departments who have an above base request. They will consolidate and compile all of those and make their recommendations to the Board for items they might want to consider to be included in the budget. Ms. Goelz turned it over to Ms. Harper for additional updates. They’re wrapping up the single audit. They’re also finalizing the expenditure limitation report.

7. Auditor General Update

Mr. Glennon provided an update. They’re making a big push to wrap up the single audit with exit meetings already scheduled. Their goal is to issue it by March 31st.

8. Adjourn

There being no further business, the meeting was adjourned at 10:56 a.m.

The next meeting is scheduled for Wednesday, May 17, 2023, at 10:00 a.m.

Prepared by:

/s/ Karen Smith

Karen Smith

Internal Audit Department

Approved by:

/s/ Jennifer Siguenza

Jennifer Siguenza, Chair

Citizens Audit Advisory Committee