



City of Richmond  
Audit Committee Meeting  
Tuesday, July 16, 2024, @2:00 p.m.  
City Hall – 2<sup>nd</sup> Floor Large Conference Room  
AGENDA

HYBRID meeting:

This is an in-person meeting for Audit Committee Members. It is also requested that key staff from the Administration responding to the audits, be available in person.

For those that will join virtually, see the instructions below:

- Join on your computer or mobile app [Click here to join the meeting](#)
- You may also listen to the meeting audio from your phone by dialing \*67-804-316-9457 and when prompted, enter conference ID 156 095 830#.

There will be no opportunities for public comment at this meeting.

1. Meeting Call to Order – Roll Call
2. Welcome – New Audit Staff
3. Approval of Minutes
  - April 10, 2024
4. External Audit Update - *Sean Walker, CLA*
5. Audit Office Initiatives and Overall Progress – *Riad Ali*
  - Staffing Update
  - Completed the Follow-Up Review on the Active Vendor Deactivation Process
  - Completed the APA Comparative Cost Analysis Project
  - Worked with City Departments to Close 11 Recommendations
  - Completed the Annual Risk Assessment and Developed the FY 2025 Audit Plan
  - Completed the Cybersecurity Vulnerability Assessment
6. Audit Reports
  - **2024-09** Follow-up Review – Active Vendor Deactivation Process – *Bret Lewis*
  - **2025-01** APA Comparative Cost Report Analysis – *Eunice Carter*
  - **2025-02** Quarterly Open Recommendations Follow-up – *Leigh Ann Castro*
7. Inspector General Update - *James Osuna*
8. Old Business
  - Delinquent Personal Property Taxes Discussion – *Sheila White*
9. New Business
  - FY 2024 Audit Plan Status and FY 2025 Audit Plan - *Riad Ali*
10. Closed Session
  - **2024-10** Cybersecurity Assessment – *Paul Ashe*
11. Adjourn

*Next Audit Committee Meeting – Tuesday, September 17, 2024, @ 2 PM*