



City of Corpus Christi

1201 Leopard Street
Corpus Christi, TX 78401
cctexas.com

Meeting Minutes

Audit Committee

Tuesday, April 9, 2024

9:00 AM

City Hall, 6th Floor Conference Room

PUBLIC NOTICE

COUNCIL MEMBER:

Gil Hernandez, Chair

Jim Klein

Everett Roy

Dan Suckley

A. Audit Committee Chair Gil Hernandez to call meeting to order and call the roll

Audit Committee Chair Gil Hernandez called the meeting to order at 8:59 A.M.

Audit Committee Chair Gil Hernandez called the roll and verified the quorum of the Audit Committee.

Present: Audit Committee Chair Gil Hernandez, Council Member Jim Klein, Council Member Everett Roy, Council Member Dan Suckley.

B. Public Comment

No public comment.

C. Agenda items:

1. [24-0408](#) Motion to approve February 13, 2024 minutes

A motion to approve February 13, 2024 minutes was made by Council Member Jim Klein, seconded by Council Member Everett Roy. The motion was carried by unanimous vote.

2. [24-0446](#) Motion acknowledging receipt of the Final Actuarial Audit Report for the Corpus Christi Firefighters' Retirement System

A motion to acknowledge the receipt of the Final Actuarial Audit Report for the Corpus Christi Firefighters' System was made by Council member Jim Klein, seconded by Council Member Dan Suckley. The motion was carried by unanimous vote.

3. [24-0548](#) Motion to approve AU24-001 Legal Department - Open Records Requests Audit Report

A motion to approve AU24-001 Legal Department - Open Records Requests Audit Report was made by Council Member Dan Suckley, seconded by Council Member Jim Klein. The motion was carried by unanimous vote.

D. Briefings:

4. [24-0546](#) Discuss 2024 Revised Approved Annual Audit Plan

Mr. Holland reported that since the last Audit Committee Meeting, the only change to the Audit Plan was the completion of the Legal Department - Open Records Requests audit. Mr. Holland also mentioned the inclusion of the Audit Projected Quarterly Completion Dates. He informed the committee that the projected completion dates are based on the complexity of the audit.

5. [24-0549](#) City Auditor's Update

Mr. Holland reported the City Auditor's Office has one open position, which was reflected on the updated Organizational Chart. The Org Chart also identified a new Quality Assurance (QA) part-time position, which has been filled by Cathy Bracken, CPA.

He then spoke of the Continuing Professional Education (CPE) requirements and included a schedule of trainings and webinars the CAO staff has completed. Mr. Holland also informed the committee of his completion of the Construction Auditor Certification to meet his individual goals set by the Audit Committee.

He then mentioned the completion of the Legal Department Audit, an update to the Five-Year Audit Findings Dashboard, the ongoing projects: Parks & Recreation - Ball Parks Audit and the Human Resources - Employee Beneficiary Audit, along with the Packery Channel and Junior Beck Talson Audits, and the Emergency Management - Disaster Recovery Audit. He updated the committee of the allegations submitted for 2024 and mentioned the requested Utility Billing Audit for 2025, and starting a City Auditor's podcast in 2025. Mr. Holland also mentioned that the 2025 Utility Billing Audit would be beneficial to the Weaver Audit, as test work would be completed by the CAO.

He reminded the committee that the next Audit Committee Meeting will be on Tuesday, June 18, 2024.

E. Adjournment

Audit Committee Chair Gil Hernandez adjourned the meeting at 10:02 A.M.