



**Independent Audit and Performance Commission (IAPC)
Wednesday, November 2, 2022, 3:00 PM**

Virtual Meeting

Legal Action Report

1. Call to Order/Roll Call– 3:00 PM

COMMISSION MEMBERS PRESENT: Lydia Hunter (Ward 3); Brian Andrews (Ward 4); Robert Clark, Chairperson (Ward 5); Lois Pawlak, Vice-Chairperson (Ward 6)

COMMISSION MEMBERS ABSENT/EXCUSED: Mayor's Appointee (Vacant)
Ward 2 Appointee (Vacant)

COMMISSION MEMBERS LATE: Mark Rodriguez (Ward 1) 3:15 pm

A quorum was established.

STAFF MEMBERS: Vivian Newsheller, Business Services Deputy Director; Aaron Williams, Principal Internal Auditor; Leah Bird, Internal Auditor (Ex Officio, Non-Voting); Juan Rivera, Administrative Assistance; Lieutenant Anthony Archibald, Tucson Police Department

2. Approval of the September 7, 2022, IAPC Meeting Minutes

Commissioner Andrews noted a typo in the minutes and asked that it be corrected, he then moved that the minutes be approved as amended. Commission Pawlak seconded. Carried by vote of 4 to 0 to approve the minutes.

3. Staff Update

Vivian Newsheller, Business Services Deputy Director, updated the commission on the activities to complete the City's Annual Comprehensive Financial Report for fiscal year 2022; on the development of fiscal year 2024 budget; and on the open recruitment for a Business Services Director. No action taken.

4. Code Enforcement Subcommittee Update

Subcommittee Chairperson Pawlak provided an update to the commission. A draft of the report was recently sent to the members of the subcommittee for their review and comments. We are currently working on scheduling the next meeting for the subcommittee to finalize the report. No action taken

5. Presentation from Tucson Police Department regarding hiring and recruitment

Lt. Archibald from TPD gave a presentation of current recruitment efforts and successes of the department including efforts with utilizing community service officers. Commissioners asked various questions about attrition rates and candidate requirements. No action taken.

6. Internal Audit 1st Quarter Update

Internal Auditor, Leah Bird, provided an update the commission on activities of the department in the 1st quarter of the City's fiscal year. Activities included supporting the implementation of the Workday EPR system, and the audit of inventory. No action taken.

7. Discussion on Street Furniture Audit Report

Chairperson Clark led a discussion on Internal Audit's review of the City's contract for advertising at bus stops. Commissioners discussed this contract in particular and the City's process of awarding contracts in general. The idea to look at the contract process by talking to procurement was discussed. No action taken.

8. Future Agenda Items

Chairperson Clark led a discussion on future agenda items. The commissioners decided they would like to hear from procurement and approved the motion by a vote of 5 to 0. Other future items included updates on efforts to fill the vacancies on the commission, information of TPD labor negotiations and metrics from exit interviews. No other action was taken.

9. Adjournment 4:55 pm

The next regular meeting of the IAPC is scheduled for Wednesday, December 7, 2022, at 3:00 p.m