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## HYBRID MEETING NOTICE

### Independent Audit and Performance Commission (IAPC)

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the Independent Audit and Performance Commission and to the general public that the Independent Audit and Performance Commission will hold the following meeting virtually (remotely) using Microsoft Teams on:

**Wednesday, December 6, 2023 - 3:00 P.M.**

**This meeting will be held remotely through technological means, as permitted under Arizona law, as well as in person. The meeting will be recorded and posted to City Boards, Committees, and Commissions website for public review.**

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**For those individuals new to Microsoft Teams, please get the app now and be ready when the meeting starts, or join using your current browser if you do not have the app:**

### Microsoft Teams meeting

**Join on your computer, mobile app or room device.**

[Click here to join the meeting](#)

Meeting ID: 252 804 890 433

Passcode: vPj6uc

[Download Teams](#) | [Join on the web](#)

**Or call in (audio only)**

[+1 213-293-2303](#), 948872865# United States, Los Angeles

Phone Conference ID: 948 872 865#

[Find a local number](#) | [Reset PIN](#)

[Learn More](#) | [Meeting options](#)

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**For technical assistance accessing the meeting online, please contact [Aaron.Williams@tucsonaz.gov](mailto:Aaron.Williams@tucsonaz.gov)**

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### AGENDA

**1. Call to Order and Roll Call**

**5 minutes 2. Approval of the November 1, 2023, IAPC Meeting Minutes**

**5 minutes 3. Staff Update**

Business Services Staff will provide an update to the commission.

**45 minutes 4. Employee Onboarding and Offboarding Process Overview**

Human Resources Staff will provide an overview of how the City onboards new employees, offboards exiting employees, and the type of metrics that are tracked and analyzed. Discussion will include existing processes, as well as upcoming enhancements and upgrades currently being designed and implemented.

**15 minutes 5. Call to the Audience**

This is the time any member of the public can address the Independent Audit and Performance Commission. Due to time constraints, the amount of time allotted to this item is 15 minutes. An individual is allowed three minutes to address the commission. Due to Open Meeting Law, commissioners cannot discuss topics that are not on the agenda. Items brought up by the public may be considered for discussion at a future meeting.

**15 minutes 6. Future Agenda Items**

IAPC Chairperson Clark will lead a discussion on future agenda items.

**5 minutes 7. Adjournment**

The next meeting of the IAPC is scheduled for Wednesday, January 3rd, 2024, at 3:00 p.m.

**Commission Members Representing the Office of:**

**(Mayor)** Vacant; **(W1)** Mark Rodriguez; **(W2)** Bruce Burke; **(W3)** Lydia Hunter; **(W4)** Brian Andrews; **(W5)** Robert Clark, Chairperson; **(W6)** Lois Pawlak, Vice Chairperson

**Staff Liaisons:**

Aaron Williams, Principal Internal Auditor (Ex Officio, Non-Voting); Juan Rivera, Administrative Assistant

**Note:**

Persons with a disability may request a reasonable accommodation by contacting the City Clerk's Office at 791-4213 or (520) 791-2639 for TDD. Requests should be made as early as possible to allow time to arrange the accommodation.