



**Financial Oversight and Audit Committee (“FOAC”)
Meeting Minutes**

Committee: Financial Oversight and Audit Committee (“FOAC”)

Members: Committee Member Dr. Josh Acevedo (Chair)
Committee Member Alejandra Chávez
Committee Member Deanna Maldonado-Rocha
Committee Member Ivan Niño
Edmundo S. Calderon – Chief Internal Auditor (Non-Voting Member)
Dionne Mack – City Manager (Non-Voting Member)

Non-Members: Karla Nieman – City Attorney

Meeting Date/Time: Wednesday, February 12, 2025 – 2:00 P.M.

Call to order and introductions.

The meeting was called to order at approximately 2:02 P.M. MST.

It was determined that there was a quorum.

Pledge of Allegiance.

1. Selection of the FOAC Chairperson.

Committee Member Chávez nominated Committee Member Acevedo, seconded by Committee Member Niño, and unanimously carried to approve Committee Member Dr. Josh Acevedo as the FOAC Chairperson.

AYES: Committee Members Acevedo, Chávez, Maldonado-Rocha, and Niño
NAYS: None

2. Approval of Minutes for the Financial Oversight and Audit Committee meeting of November 14, 2024. [Internal Audit, Edmundo Calderon, (915) 212-1365]

Motion made by Committee Member Maldonado-Rocha, seconded by Committee Member Chávez, and unanimously carried to approve the minutes for the Financial Oversight and Audit Committee (“FOAC”) meeting of November 14, 2024.

AYES: Committee Members Acevedo, Chávez, Maldonado-Rocha, and Niño
NAYS: None

3. Presentation on the Financial Services function of the City. [City Manager's Office, Robert Cortinas, (915) 212-1067]

Mr. Robert Cortinas – Deputy City Manager of Support Services & Chief Financial Officer, Ms. Margarita Marin – City of El Paso Comptroller, Ms. Susan Jacobs – Assistant Comptroller, Ms. Elda Rodriguez-Hefner – Grants Administrator, Mr. Luis Mier – Treasury Services Coordinator and Ms. Bonnie Cordova – Interim Director of the Office of Management and Budget made a presentation to the Committee and answered questions.

Ms. Dionne Mack - City Manager, Committee Members Acevedo, Chávez, Maldonado-Rocha, and Niño commented.

Suggestion made by Mr. Cortinas to have the FOAC meet more regularly due to potentially time-sensitive matters.

Suggestion made by Committee Member Acevedo to develop a FOAC meeting schedule similar to that of City Council.

4. Introduction of the Internal Audit Department. [Internal Audit, Edmundo Calderon, (915) 212-1365]

Mr. Edmundo Calderon – Chief Internal Auditor, made a presentation to the Committee and answered questions.

Ms. Dionne Mack - City Manager, Ms. Karla Nieman – City Attorney, Committee Members Acevedo, Chávez, Maldonado-Rocha, and Niño commented.

Suggestion made by Committee Member Acevedo to send draft copies of completed Audit Reports with Management Responses to members of the FOAC. Suggestion was amended by Ms. Mack to include the City Manager in the Audit Report distribution list.

5. Discussion and Action on FY 2024-2025 Audit Plan 1st Quarter Updates. [Internal Audit, Edmundo Calderon, (915) 212-1365]

Mr. Edmundo Calderon – Chief Internal Auditor, made a presentation to the Committee and answered questions.

Ms. Dionne Mack - City Manager, Ms. Karla Nieman – City Attorney, Committee Members Acevedo, Chávez, Maldonado-Rocha, and Niño commented.

Suggestion made by Committee Member Chávez for the Internal Audit Department to present the Quarterly Updates as a more visually friendly “slideshow.” Suggestion was seconded by Committee Member Acevedo. Ms. Nieman noted that presentations would need to be compliant with the Americans with Disabilities Act (ADA).

Motion made by Committee Member Maldonado-Rocha, seconded by Committee Member Chávez, and unanimously carried to approve FY 2024-2025 Audit Plan 1st Quarter Update.

AYES: Committee Members Acevedo, Chávez, Maldonado-Rocha, and Niño

NAYS: None

Suggestion made by Ms. Nieman to consider making the Quarterly Updates a “Discussion” only item for future FOAC meetings due to the existence of pending items.

Motion made by Committee Member Niño, seconded by Committee Member Maldonado-Rocha, and unanimously carried to rescind the previous motion.

AYES: Committee Members Acevedo, Chávez, Maldonado-Rocha, and Niño

NAYS: None

6. Discussion on Client Surveys. [Internal Audit, Edmundo Calderon, (915) 212-1365]

Mr. Edmundo Calderon – Chief Internal Auditor, made a presentation to the Committee.

No action was taken on this item.

7. Adjournment

Motion made by Committee Member Maldonado-Rocha, seconded by Committee Member Chávez, and unanimously carried to adjourn.

The meeting was adjourned at approximately 4:46 P.M. MST.

Submitted by:

**Dr. Josh Acevedo, Committee Chair,
Financial Oversight and Audit Committee**

**Edmundo S. Calderon – Chief Internal Auditor,
Internal Audit Department**