



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

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

Members: Committee Member Brian Kennedy (Chair)
Committee Member Dr. Josh Acevedo
Committee Member Art Fierro
Committee Member Joe Molinar
Edmundo S. Calderon – Chief Internal Auditor (Non-Voting Member)
Dionne Mack – City Manager (Non-Voting Member)

Non-Members: Sergio Estrada – FOAC Legal Advisor

Meeting Date/Time: Thursday, November 14, 2024 – 2:00 P.M.

Call to order and introductions.

The meeting was called to order at approximately 2:03 P.M. MST.

It was determined that there was a quorum.

Pledge of Allegiance.

1. Approval of Minutes for the Financial Oversight and Audit Committee meeting of September 17, 2024. [Internal Audit, Edmundo Calderon, (915) 212-1365]

The following member of the public commented:

1. Ms. Lisa Turner

Motion made by Committee Member Kennedy, seconded by Committee Member Fierro, and unanimously carried to approve the amended minutes for the Financial Oversight and Audit Committee (“FOAC”) meeting of September 17, 2024.

AYES: Committee Members Kennedy, Acevedo, Fierro, and Molinar

NAYS: None

2. Discussion and Action on the Update to the City of El Paso Debt Policy. [Office of the Comptroller, Margarita Marin, (915) 212-1174]

Ms. Margarita Marin, City of El Paso Comptroller, made a presentation to the Committee and answered questions.

Mr. Robert Cortinas - Deputy City Manager of Support Services & Chief Financial Officer and Committee Members Kennedy and Molinar commented.

The following member of the public commented:

1. Ms. Lisa Turner

Motion made by Committee Member Acevedo, seconded by Committee Member Molinar, and unanimously carried to refer the City of El Paso Debt Policy to City Council for action.

AYES: Committee Members Kennedy, Acevedo, Fierro, and Molinar

NAYS: None

3. Discussion on Results of External Quality Assurance Review (Peer Review) dated March 16, 2023. [Internal Audit, Edmundo Calderon, (915) 212-1365]

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

Committee Members Kennedy, Acevedo, and Molinar commented.

Motion made by Committee Member Fierro, seconded by Committee Member Molinar, and unanimously carried to postpone the agenda item until the next FOAC meeting.

AYES: Committee Members Kennedy, Acevedo, Fierro, and Molinar

NAYS: None

4. Discussion and Action on FY 2023-2024 Audit Plan 4th Quarter Updates. [Internal Audit, Edmundo Calderon, (915) 212-1365]

Mr. Miguel Montiel, Audit Manager, made a presentation to the Committee and answered questions.

Ms. Dionne Mack – City Manager, Mr. Robert Cortinas - Deputy City Manager of Support Services & Chief Financial Officer, Mr. Sergio Estrada – FOAC Legal Advisor, Ms. Mary Wiggins – Chief Human Resources Officer, Ms. Yvette Hernandez – City Engineer, Mr. Edmundo Calderon – Chief Internal Auditor, and Committee Members Kennedy, Acevedo, and Molinar commented.

Motion made by Committee Member Fierro, seconded by Committee Member Molinar, and unanimously carried to accept FY 2023-2024 Audit Plan 4th Quarter Update.

AYES: Committee Members Kennedy, Acevedo, Fierro, and Molinar

NAYS: None

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

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

Committee Members Kennedy and Acevedo commented.

Suggestion made by Committee Member Acevedo to add the “Start Date” and “Completed Date” to Carry-over assignments on Attachment 1 of the Annual Internal Audit Plan and to add the “Years Range” on Items #3 and #13 on Attachment 6.

Suggestion made by Committee Member Kennedy to add the “Completed Hours” to Attachment 1’s First Quarter for Carry-over assignments.

Motion made by Committee Member Acevedo, seconded by Committee Member Kennedy, and unanimously carried to bring the amended FY 2024-2025 Annual Internal Audit Plan to City Council.

AYES: Committee Members Kennedy, Acevedo, Fierro, and Molinar

NAYS: None

6. Discussion and Action on the 4th Quarter Hotline Calls. [Internal Audit, Edmundo Calderon, (915) 212-1365]

Mr. Edmundo Calderon – Chief Internal Auditor and Committee Member Kennedy commented.

Motion made by Committee Member Kennedy, seconded by Committee Member Molinar, and carried to delete the agenda item pending additional discussions and feedback from the outside consultant, the City of El Paso Human Resources Department, FOAC Members and the Chief Internal Auditor.

AYES: Committee Members Kennedy, Acevedo, Fierro, and Molinar

NAYS: None

7. 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.

8. Adjournment

Motion made by Committee Member Acevedo, seconded by Committee Member Kennedy, and unanimously carried to adjourn.

The meeting was adjourned at approximately 3:30 P.M. MST.

Submitted by:

**Committee Member, Chair
Financial Oversight and Audit Committee**

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