

STATE OF NEVADA



BRIAN KROLICKI
Lieutenant Governor

ROSS MILLER
Secretary of State

KATE MARSHALL
State Treasurer

KIM WALLIN
State Controller

CATHERINE CORTEZ MASTO
Attorney General

DANA L. BRIDGMAN
Public Member

NOTICE OF PUBLIC MEETING

EXECUTIVE BRANCH AUDIT COMMITTEE

Presentation by: Department of Administration
Division of Internal Audits

Date and Time: September 29, 2009
8:00 a.m.

Location: Capitol Building Annex
101 N. Carson Street, Second Floor
Carson City, Nevada

Note: Some members of the Committee may be attending the meeting through a simultaneous video conference conducted at the following location:

Grant Sawyer State Office Building
Governor's Office, Fifth Floor
Las Vegas, Nevada

Note: Minutes of this meeting will be produced in summary format. Please provide the secretary with 9 copies of testimony and visual presentations if you wish to have complete versions included as exhibits with the minutes.

AGENDA

- A. Call meeting to order, roll call, and remarks.
- B. ***Discussion and possible action regarding the minutes from March 18, 2009.**
- C. ***Discussion and possible action regarding revisions to Division's Annual Report (NRS 353A.038).**
- D. ***Discussion and possible action on the status of the Division's Audit Plan.**
- E. Consent Agenda – Upon request, any item may be removed from this agenda and placed on the regular agenda.

Presentation of the Division's six-month follow-up status reports (NRS 353A.090).

1. Tahoe Regional Planning Agency – Mike Colburn, Executive Branch Auditor IV.
2. Secretary of State – Nevada Business Portal, Warren Lowman, Executive Branch Auditor IV.
3. Department of Administration – Purchasing Division, Bill Chisel, Chief.
4. Department of Administration – Work Week Energy Savings, Warren Lowman, Executive Branch Auditor IV.
5. Agency for Nuclear Projects – Warren Lowman, Executive Branch Auditor IV.

F. Presentation of the Division's audit reports (NRS 353A.085).

1. Department of Health and Human Services – Division of Mental Health and Developmental Services: Lake's Crossing Center & Substance Abuse Prevention and Treatment Agency, Warren Lowman, Executive Branch Auditor IV.
2. Department of Transportation – Utilization of State Equipment, Mike Colburn, Executive Branch Auditor IV.
3. Department of Business and Industry – Division of Insurance, Insurance Premium Tax, Vita Ozoude, Executive Branch Auditor IV.
4. Department of Administration – Administrative Services Division, Building Depreciation, Nevada System of Higher Education, Warren Lowman, Executive Branch Auditor IV.

G. Presentation of the Uniform System of Internal Accounting and Administrative Control for Agencies (NRS 353A.020).

H. Presentation of the follow-up status for Legislative Counsel Bureau's audit report recommendations issued September 24, 2008 and December 11, 2008.

I. Public comment.

J. Comments of Committee members.

K. ***Adjournment.**

*** The Committee members may take action on bolded items.**

This is the tentative schedule for the meeting. The Committee reserves the right to take items in a different order to accomplish business in the most efficient manner with the exception of those marked time certain.

Note: We are pleased to make reasonable accommodations for members of the public who are disabled and wish to attend the meeting. If special arrangements for the meeting are necessary, please notify the Department of Administration, Division of Internal Audits, in writing, at 3427 Goni Rd., Suite 103, Carson City, NV 89706, or call Connie Boynton at (775) 687-0122, as soon as possible.

This notice and agenda has been posted on or before 9:00 a.m. on the third working day before the meeting at the following public locations:

Carson City, Nevada

- Blasdel Building, 209 East Musser Street
- Carson City Court House, 885 East Musser Street
- Nevada State Library, 100 North Stewart Street
- Capitol Press Corps, Capitol Building, 101 North Carson

Notice and agenda of this meeting was faxed for posting to the following:

Las Vegas, Nevada

- Office of the Governor, 555 East Washington Avenue
- Grant Sawyer State Office Building, 555 East Washington Avenue
- Clark County Manager's Office, 500 South Grand Central Parkway

Reno, Nevada

- Washoe County Commission Chambers, 1001 East Ninth Street

Carson City, Nevada

- Office of the Governor, 101 North Carson Street
- Legislative Building, 401 South Carson Street

Notice of this meeting was posted on the internet through the Division's website:
www.dintaud.state.nv.us.