

STATE OF NEVADA



**\*\*\*NOTICE OF PUBLIC MEETING\*\*\***

**EXECUTIVE BRANCH AUDIT COMMITTEE**

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**LOCATION:** Laxalt Building  
Second Floor, Chambers  
401 N. Carson Street  
Carson City, Nevada

**VIDEOCONFERENCE:** Grant Sawyer State Office Building  
Governor's Office Conference Room, Fifth Floor, Suite 5100  
555 East Washington Avenue  
Las Vegas, Nevada

**DATE AND TIME:** June 20, 2016 at 1:00 p.m.

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Below is an agenda of all items to be considered. **Action will be taken on items preceded by an asterisk (\*)**. Items on the agenda may be taken out of the order presented, items may be combined for consideration by the public body; and items may be pulled or removed from the agenda at any time at the discretion of the Chairperson.

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**AGENDA**

1. PUBLIC COMMENTS
- \* 2. FOR POSSIBLE ACTION – APPROVAL OF THE JANUARY 19, 2016 EXECUTIVE BRANCH AUDIT COMMITTEE MEETING MINUTES (TAB 2)

**3. PRESENTATION OF THE DIVISION'S AUDIT REPORTS PURSUANT TO NRS 353A.085 (TAB 3) – INFORMATION ITEM**

- A. Office of the State Controller, Report No. 16-05 – State Debt Collection, Vita Ozoude, Executive Branch Audit Manager.
- B. Office of the Secretary of State, Report No. 16-06 – Commercial Recordings Division, Ashwini Prasad, Executive Branch Auditor.
- C. Department of Administration, Report No. 16-07 – Fleet Services Division, Lynette Aaron, Executive Branch Auditor.
- D. Department of Health and Human Services, Report No. 16-08 – Division of Child and Family Services, Child Mental Health Services, Warren Lowman, Executive Branch Audit Manager.

**4. PRESENTATION OF THE DIVISION'S CONTRACT AUDIT REPORT (TAB 4) – INFORMATION ITEM**

State Procurement Process I, Report No C16-01 - Catherine Brekken, Executive Branch Auditor.

**5. PRESENTATION OF THE DIVISION'S SIX-MONTH FOLLOW-UP STATUS REPORTS PURSUANT TO NRS 353A.090 (TAB 5) – INFORMATION ITEM**

- A. Department of Business and Industry, Report No. 16-01 – Taxicab Authority, Warren Lowman, Executive Branch Audit Manager.
- B. Department of Agriculture, Report No. 16-02 – Food and Nutrition Division, Warren Lowman, Executive Branch Audit Manager.
- C. Department of Health and Human Services, Report No. 16-03 – Division of Child and Family Services, Child Welfare Services, Warren Lowman, Executive Branch Audit Manager.
- D. Office of the Attorney General, Report No. 16-04 - Vita Ozoude, Executive Branch Audit Manager.

**6. PRESENTATION REGARDING ONGOING FOLLOW-UPS REQUESTED BY THE COMMITTEE. (TAB 6) – INFORMATION ITEM**

- A. Department of Health and Human Services Report No. 10-06 – Division of Public and Behavioral Health, Doctor Attendance – Warren Lowman, Executive Branch Audit Manager.
- B. Department of Corrections Report No. 13-03 – Medical Division, Doctor Attendance – Warren Lowman, Executive Branch Audit Manager.

**\* 7. FOR POSSIBLE ACTION – APPROVAL OF THE DIVISION’S ANNUAL AUDIT PLAN PURSUANT TO NRS 353A.045 (TAB 7)**

**\* 8. FOR POSSIBLE ACTION – DISCUSSION AND APPROVAL OF PROPOSED REGULATION CHANGES TO NEVADA ADMINISTRATIVE CODE 353A.100, LCB FILE NO. R101-15 (TAB 8)**

- A. The amendment proposed to NAC 353A.100 changes the requirement to attend training provided by the Division of Internal Audits for certain agency employees whose duties include administering budgetary accounts. Training will now be required: a) within 90 days after the employee’s position start date; b) where internal control issues have been identified after review or audit by the Division; or c) at the request of the agency head.

**9. PRESENTATION OF THE FOLLOW-UP STATUS FOR LEGISLATIVE COUNSEL BUREAU’S AUDIT REPORT RECOMMENDATIONS ISSUED ON OCTOBER 6, 2014, DECEMBER 2, 2014, AND MAY 4, 2015. (TAB 9)**

**10. COMMITTEE MEMBER’S COMMENTS/PUBLIC COMMENTS**

**\* 11. FOR POSSIBLE ACTION - ADJOURNMENT.**

Notice of this meeting was posted in the following locations:

Blasdel Building, 209 E. Musser St., Carson City, NV

Capitol Building, 101 N. Carson St., Carson City, NV

Nevada State Library and Archives, 100 Stewart Street, Carson City, NV

Notice and agenda of this meeting was faxed, emailed or scanned which included an affidavit for posting to the following locations:

Office of the Governor, 555 East Washington Avenue, Las Vegas, NV

Capitol Police Las Vegas, Grant Sawyer Building, 555 East Washington Avenue, Las Vegas, NV [Capitolpolice-lasvegas@dps.state.nv.us](mailto:Capitolpolice-lasvegas@dps.state.nv.us)

Notice of this meeting was posted on the following websites:

[iaudits.nv.gov/](http://iaudits.nv.gov/)

[notice.nv.gov/](http://notice.nv.gov/)

[leg.state.nv.us/](http://leg.state.nv.us/)

The Division's audit reports will be available on the website within one working day after the meeting. The support materials for this agenda are available at the office of the Division of Internal Audits. To obtain a copy of the support materials, you may contact Connie Boynton by phone at (775) 687-0120 or by email at [cboynton@finance.nv.gov](mailto:cboynton@finance.nv.gov)

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 Governor's Finance Office, Division of Internal Audits at least one working day before the meeting at (775) 687-0120.