

**INTERAGENCY INTERNAL AUDIT AUTHORITY  
CLOSED SESSION MINUTES  
OCTOBER 17, 2018**

**CONFIDENTIAL**

The Interagency Internal Audit Authority met at 8:00a.m., September 19, 2018, in the 2<sup>nd</sup> Floor Winchester Conference Room of Winchester Hall, 12 E. Church Street, Frederick, Maryland. Those present were:

IIAA Members: Chair Steve Darr (by phone), Vice Chair Shaun Jones, Nicole Prorock, Bud Otis, Tom Lynch, and Colleen Cusimano.

IA Staff: Tricia Griffis and Dawn Reed

**STATUTORY AUTHORITY TO CLOSE SESSION**

**At 8:50am, Mr. Darr made a motion to go into a closed session in accordance with Maryland Annotated Code Government Article §3-305 (b) (1) “To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more individuals.” (Topic: discuss personnel issues). This motion was seconded by Mr. Tom Lynch. All those present were in favor (Bud Otis absent). The motion passes.**

Approval of Closed Meeting Minutes

**Mr. Shaun Jones made a motion to approve the closed meeting minutes of October 17, 2018, seconded by Mr. Tom Lynch. All present voted in favor (Eric Wu absent for vote). The motion passes subject to the inclusion of a comment that the IIAA directed that a memorandum be prepared to memorialize the discussion that occurred.**

Ms. Griffis said Mr. Steve Darr and herself had a conversation with Mr. John Mathias, County Attorney, to discuss his thoughts on what we should regarding the hotline issue. She stated that Mr. Mathias suggested there be a memorandum to the file regarding the issue of employees that do campaign work during the election season and how to reflect their time appropriately.

**At 9:21am, Mr. Steve Darr made a motion to end the closed session and adjourn the October 17, 2018 meeting.**

Respectfully Submitted,



Dawn Reed  
Administrative Coordinator