

DOUGLAS HENRY STATE MUSEUM COMMISSION
AUDIT COMMITTEE (AFC)

MEETING AGENDA

WILLIAM SNODGRASS TENNESSEE TOWER
312 ROSA L. PARKS AVENUE
FLOOR 3, CONFERENCE ROOM E
OCTOBER 3, 2018
12:45 P.M. CDT

- I. Call to Order
- II. Roll Call
- III. Approval of December 11, 2017 Meeting Minutes
- IV. Discussion of Audit Committee Responsibilities
Mary Jane Crockett-Green
 - Audit Committee Charter
 - Overview of Key Responsibilities
 - TSM Annual Risk Assessment
 - TSM Code of Ethics
 - Revised September 20, 2017
 - Policies and Procedures for New State Hires
 - w/Background Check Policy Vetted by DOHR
 - Policies and Procedures for Fraud, Waste and Abuse Reporting
 - Management's Annual Written Communication to Staff 10/19/18
- V. Review of Annual Signed DHSMC Code of Conduct Conflict of Interest Forms
- VI. Review of DHSMC Quorum Standards Report
October 2017 thru September 2018
- VII. Comptrollers Limited Review Letter dated November 22, 2017
- VIII. Adjournment