

**NINE STEP PLANNER
BOARD OF COUNTY COUNCILORS WORK SESSIONS**

This form needs to be reviewed and approved by the board **before** a work session is scheduled.

REQUESTED BY: *Audit Services*

1. **TOPIC:** *Public Works High Risk Materials Management Audit*

2. **WORK SESSION:**
*Present: Tom Nosack (presenter)
Heath Henderson (at table)*

*Attend: Greg Kimsey, Auditor
Mark Gassaway
Larry Stafford
Other Public Works Staff, TBA*

3. **TIME FRAME:**
*LENGTH OF TIME NEEDED: 45 minutes – 1 hour
DESIRED DATE: September 21, 2016
SCHEDULED DATE OF WORK SESSION:*

4. **TIMING CONSIDERATIONS:** *Audit is complete*

5. **DESIRED RESULTS:** *Board is aware of findings from audit related to security and high value material management within Public Works*

6. **IMPACTS (COMMUNITY/FINANCIAL/STAFF/OTHER):** *They are the governing body with responsibility for Public Works.*

7. **POLICY IMPLICATIONS:** *Improvements are needed to physical security of some facilities and information security. Additionally, policy and oversight needs to be improved for high risk / high value assets, including grant funded items.*

8. **ISSUES TO BE CONSIDERED:** *Some of the physical security and most of the information security problems identified will be redacted from the public report due to the risk they present.*

9. **RECOMMENDED ACTION:** *To be supportive of safety related changes proposed.*

APPROVED FOR SCHEDULING:

Signature of requestor:

(Original Signed) Tom Nosack

8-31-16

DATE: _____