

**SPECIAL COMMITTEE ON INTERNAL CONTROLS
AND PROCEDURES LEGISLATION
MINUTES: June 18, 2008**

MEMBERS: Chair: Jenkins; Legislators: Burton, Harckham, Oros, Burrows

IN ATTENDANCE: **CE:** B. Randolph; **BOL:** S. Bass, L. Gantress, L. Goldstein, R. Pezzullo, R. Pezzullo, S. Schecter, V. Cristiano, B. Desoye, K. Delgado, R. Indelicatto, A. Ettore; **GUESTS:** B. Strauss; **Press:** G. Blain (J. News)

With a quorum present, the Special Committee on Internal Controls and Procedures was called to order at 11:10 a.m.

(Burrows, Harckham) Moved to approve the minutes of June 13, 2008. Motion adopted 5-0.

Chairman Jenkins stated that staff will compile a list of policy and procedures for Legislators to obtain equipment such as cell phones and laptops. Louise is working on a number of policy things which we will obtain in about two weeks. All the data we have will be made available to everyone.

The members requested the following information :

- >A list of all Board employee's and salary
- >Key defining codes-Harckham.
- >Officers of the board
- >Check to make sure gas and billing is internal reimbursement.
- >Breakdown of personal reimbursement
- >Expenses for 2007, 2006, 2005-Oros.
- >Breakout of expenses for floor construction from 2007 & 2008
- >Legal opinion from the County Attorney regarding the law or rules of employee vacation time. In the situation when an employee was put on notice what is the Board responsible for.

Chairman Jenkins once again spoke to the County Attorney. They stated that the District Attorney said the committee could look into the Gary Kriss's expenses.

The Committee will meet next on Wednesday, June 25th at 1:00 pm.

(Burrows, Burton) move to adjourn the Special Committee on Internal Controls and Procedures. Motion approved 5-0. The Special Committee adjourned at 12:10 p.m.