

Draft Agenda  
City of Minneapolis Audit Committee Workshop

**I. Welcome & Introductions**

Facilitator/Moderator: Aimee Gourlay, Director – Mediation Center  
Senior Fellow, Dispute Resolution Institute  
Hamline University – School of Law

**II. Review of Workshop Agenda: Purpose & Outcome Goals**

**III. Roles, Responsibilities & Expectations**

- A. Chair and Vice-Chair
- B. Committee Members
- C. Internal Auditor
- D. Audit staff
- E. Others

**IV. Process**

- A. Annual Audit Plan
- B. Annual schedule, meetings, and timing of audits/presentations
- C. Agendas: content, timing, etc.
- D. Communications – prior to, after, and between meetings
- E. Audit reports: format, content, expectations
- F. Annual report to Mayor & Council

**V. Review Deferred Issues (if any)**

**VI. Next Steps**