

Proposed Motion for the March 2016 Meeting by Commissioner Singleton

Motion: To request establishment of an Audit Committee for the general purpose of promoting the ongoing work of the PCOC between its regular monthly meetings and promoting efficiency at monthly PCOC meeting. The Audit Committee shall operate in accordance with the attached description.

Police Conduct Oversight Commission Audit Committee

Purpose

To assist the Police Conduct Oversight Commission (“PCOC”) in fulfilling its responsibilities of overseeing the Minneapolis Police Department’s (“MPD”) policy and procedure, compliance with law and policy, and organizational improvement in alignment with the strategies, objectives, and risks of the organization.

Authority

The Audit Committee has authority to recommend that the PCOC initiate development of audits and studies of any matters within the scope of the Police Conduct Oversight Ordinance § 172.80(f)(2)-(3). It is empowered to:

- Develop and present an annual audit plan;
- Develop and present audit and research projects;
- Monitor ongoing audits of the MPD; and
- Present results of Audits to the PCOC.

Composition

The Audit Committee will consist of three members of the PCOC as selected by the PCOC Chair. Each committee member will be literate in law, criminal procedure, and policy development.

Meetings

The committee will meet at least four times a year, with authority to convene additional meetings as circumstances require. All committee members are expected to attend each meeting, in person. Meetings shall be held in public in accordance with the Minnesota Open Meeting Law.

Responsibilities

Audit

- Approve an ongoing audit plan and all major changes to the plan.
- Meet with OPCR and MPD management and any relevant parties to discuss strategies, objectives, and risks of the organization.
- Develop, in conjunction with OPCR, methodologies for conducting audits and research projects.
- Review with OPCR staff the resource plan, activities, and organizational structure of the audit function.
- Assist in the development of methodology for audits
- Monitor audit and study progress.

Compliance

- Review the results of any examinations by regulatory agencies, and any auditor observations.
- Obtain regular updates from MPD management and legal counsel regarding compliance matters.

Reporting Responsibilities

- The Audit Committee will report all work to the PCOC at the regular monthly meeting.
- The Audit Committee will publish all work in a publicly accessible format.