



## **Auditor Selection Committee**

**Tuesday, February 16, 2021**

**Call to Order: 8:30 a.m.**

The Frank T. Bruno, Jr. County Council Chambers, Room 204  
Thomas C. Kelley Administration Center  
123 West Indiana Avenue, Deland, FL 32720

### **Committee Members:**

Michael J. Chitwood, Sheriff

Lisa Lewis, Supervisor of Elections

Larry Bartlett, Property Appraiser

Laura E. Roth, Clerk of the Circuit Court

Will Roberts, Tax Collector

Jeff Brower, County Chair

Ben F. Johnson, At-Large

Barbara E. Girtman, District 1

Billie Wheeler, Vice Chair/District 2

Danny Robins, District 3

Heather Post, District 4

Dr. Fred Lowry, District 5

### **Staff:**

Jonathan Edwards, County Internal Auditor

Ryan Ossowski, County Chief Financial Officer

Jolie Kelley, Clerk Chief Financial Officer

Pam Wilsky, County Purchasing Director

Laura Mauldin Coleman, Assistant County Attorney

### **NOTICE UNDER THE AMERICANS WITH DISABILITIES ACT (TITLE II)**

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 ("ADA"), the County of Volusia ("County") will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities.

County does not discriminate on the basis of disability in its hiring or employment practices and complies with all regulations promulgated by the U.S. Equal Employment Opportunity Commission under Title I of the ADA.

County will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities so they can participate equally in County programs, services, and activities, including qualified sign language interpreters, documents in Braille, and other ways of making information and communications accessible to people who have speech, hearing, or vision impairments.

The ADA does not require the County to take any action that would fundamentally alter the nature of its programs or services, or impose an undue financial or administrative burden.

County will make such reasonable modification to policies and programs for qualified persons with disabilities to ensure they have an equal opportunity to enjoy all of its programs, services, and activities. For example, individuals with service animals are welcomed in County offices, even where pets are generally prohibited.

Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a program, service, or activity of County, should contact the office of the County's ADA Title II Coordinator, Michelle Leigh, at (386) 248-1760 as soon as possible but no later than 2 business days before the scheduled event or meeting. This paragraph shall likewise apply to written requests by a physically handicapped person needing a special accommodation to attend a public meeting in accordance with section 286.26, Florida Statutes.

Complaints that a program, service, or activity of County is not accessible to persons with disabilities should be directed to the County in accordance with the County of Volusia Grievance Procedure under the Americans with Disabilities Act (Title II). A copy of the procedure may be obtained by contacting the office of the County's ADA Coordinator, (386) 248-1760.

County will not place a surcharge on a particular individual with a disability or any group of individuals with disabilities to cover the cost of providing auxiliary aids/services or reasonable modifications of policy, such as retrieving items from locations that are open to the public but are not accessible to persons who use wheelchairs.

Assisted listening system receivers are available for the hearing impaired, and can be obtained from the Deputy Clerk by calling the County Manager's Office at 386-736-5920.

## **TITLE VI – NONDISCRIMINATION POLICY**

Volusia County values diversity and welcomes input from all interested parties, regardless of cultural identity, background or income level. Moreover, Volusia County believes that the best programs and services result from careful consideration of the needs of all of its communities and when those communities are involved in the public policy and governmental services decision making process. Thus, Volusia County does not tolerate discrimination in any of its various programs, services, or activities. Pursuant to Title VI of the Civil Rights Act of 1964 and other federal and state authorities, Volusia County will not exclude from participation in, deny the benefits of, or subject to discrimination anyone on the grounds of race, color, national origin, sex, age, disability, religion, income or family status.

In accordance with the foregoing, Volusia County has established a discrimination complaint procedure and will take prompt and reasonable action to investigate and eliminate discrimination when found. Any person who believes that he or she has been subjected to discrimination based upon race, color, national origin, sex, religion, age, disability, family or income status in any of Volusia County's programs, services, or activities may file a complaint with the Volusia County Title VI Nondiscrimination Coordinator:

Cindy Finney  
Title VI Coordinator  
County of Volusia  
123 W. Indiana Avenue, DeLand, FL 32720  
Email: [cfinney@volusia.org](mailto:cfinney@volusia.org)  
Phone:(386) 736-5951  
Fax:(386) 740-5149  
Hearing Impaired: 711 (Florida Relay) / (800)-955-8771 (Florida Relay for TTY Users)

### **MEETING AGENDA**

1. Call to order, Welcome, and Roll Call
2. Public Participation
3. Overview of the Auditor Selection Law and Florida Auditor General Guidelines
4. Historical cost and updates from the Request for Proposals (RFP) released in 2014
5. Overview of purchasing rules in relation to the audit RFP
6. Establishment of committee rules, or by-laws, and election of chair and vice-chair
7. Discussion of staff's recommended RFP and evaluation/scoring factors
8. Establish future meeting dates and times
9. Adjourn