
Sponsor: County Manager's Office

Meeting Date: 9/3/2024

Title: Adoption of the Internal Audit Charter

File Number: 2024-346

Background and Rationale:

On May 12, 2009, Board Resolution No. 2009-166, established the Ramsey County Audit Committee of the Ramsey County Board of Commissioners as a standing committee of the county board, with the purpose of:

1. Ensuring the county board fulfills its responsibilities for the assessment of risk within the county and the adequacy of the county's internal controls including information system controls and security.
2. Providing an avenue of communication between management, the internal auditors, and the county board to appraise the effectiveness of total audit services in accordance with public interest.
3. Overseeing management's internal control, compliance and risk assessment practices, and special investigation and whistleblower policies.

Internal Audit Charter

On August 14, 2023, the Internal Audit Charter draft was first presented to the Audit Committee of the Ramsey County Board of Commissioners. Following this meeting this charter was revised as necessary and approved by each Audit Committee member as of August 12, 2024.

The Internal Audit Charter outlines the Internal Audit Function's purpose and mission, reporting structure, and responsibilities.

The purpose and mission of the Internal Audit Function is to provide independent, unbiased, and objective assurance and advisory services that add value and improve Ramsey County operations. The Internal Audit function enhances and protects the delivery of Ramsey County services by providing risk-based and objective assurance, advice, and insight concerning the activities reviewed.

The Internal Audit function helps Ramsey County accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of governance, risk management, and control processes. The Internal Audit function creates, maintains, and manages the county's internal control framework, and investigates and evaluates incidents and issues that threaten efficient and effective operations.

In addition, this charter explains the Internal Audit function:

- Independence and objectivity
- Standards of audit practice
- Scope
- Authority
- Annual internal audit plan

Recommendation:

The Ramsey County Board of Commissioners resolved to:

Approve the adoption of the Internal Audit Charter.

A motion to approve was made by Commissioner Frethem, seconded by Commissioner Ortega.

Motion passed.

Aye: - 5: Frethem, Moran, Ortega, Reinhardt, and Xiong

Absent: - 1: McGuire

By: 

Mee Cheng, Chief Clerk - County Board