

CENTRAL FLORIDA EXPRESSWAY AUTHORITY

MINUTES CENTRAL FLORIDA EXPRESSWAY AUTHORITY AUDIT COMMITTEE MEETING April 27, 2016

Committee Members Present:

Kristy Mullane, Lake County Representative
Kaye Dover, Osceola County Representative
Bruce McMenemy, Seminole County Representative
Tamrin Mahon, Citizen Representative

Committee Member Participating by Phone:

Brian Battles, City of Orlando Representative

Committee Member Not Present:

Eric Gassman, Orange County Representative

Also Present:

Ruth Valentin, Recording Secretary/Office Coordinator
Laura Kelley, Executive Director
Joe Passiatore, General Counsel
Lisa Lumbard, Chief Financial Officer
Joann Chizlett, Director of Special Projects
Jeff Tecau, Protiviti
Phil Fretwell, Protiviti
David Taylor, Protiviti- Participated by phone
Chris Porter, Protiviti
Emily Picard, Protiviti

1. APPOINTMENT OF AUDIT COMMITTEE CHAIRMAN PRO TEMP

Brian Battles, City of Orlando and Chairman was not present, but participated by phone. The committee members voted to appoint a pro temp chairman.

A motion was made by Ms. Dover and seconded by Ms. Mullane to appoint Mr. McMenemy as Pro Temp Chairman. The motion carried unanimously with five members voting AYE by voice vote; Mr. Gassman was not present.

2. CALL TO ORDER

The meeting was called to order at 9:02 a.m. by Pro Temp Chairman Bruce McMenemy.

3. PUBLIC COMMENT

There was no public comment.

4. INTRODUCTION OF NEW AUDIT COMMITTEE MEMBER

Tamrin Mahon, Citizen Representative was welcomed to the Audit Committee. All others in attendance introduced themselves.

5. APPROVAL OF MINUTES

A motion was made by Ms. Dover and seconded by Ms. Mullane to approve the January 20, 2016 Audit Committee minutes as presented. The motion carried unanimously with five members voting AYE by voice vote; Mr. Gassman was not present.

6. INTERNAL AUDIT MATTERS

Status of Fiscal 2016 Internal Audit Plan

Jeff Tecau presented the status of the Fiscal Year 2016 Internal Audit Plan.

Review and Acceptance of Prior Audit Recommendations Follow-Up

Jeff Tecau gave a brief explanation of the Prior Audit Recommendations Follow-Up.

Lisa Lumbard presented the Prior Audit Recommendations Follow-Up for review and acceptance. (Presentation attached as Exhibit "A")

A motion was made by Ms. Dover and seconded by Ms. Mullane to accept the Prior Audit Recommendations Follow-Up as presented. The motion carried unanimously with five members voting AYE by voice vote; Mr. Gassman was not present.

Review and Acceptance of Toll Revenue Audit

Jeff Tecau provided the background history for the Toll Revenue Audit.

Emily Picard presented the Toll Revenue Audit for review and acceptance. (Presentation attached as Exhibit "B")

A motion was made by Ms. Dover and seconded by Ms. Mullane to accept the Toll Revenue Audit as presented. The motion carried unanimously with five members voting AYE by voice vote; Mr. Gassman was not present.

Review and Acceptance of Right of Way Audit

Emily Picard presented the Right of Way Audit for review and acceptance. (Presentation attached as Exhibit "C")

A motion was made by Ms. Dover and seconded by Ms. Mahon to accept the Right of Way Audit as presented. The motion carried unanimously with five members voting AYE by voice vote; Mr. Gassman was not present.

Status of Extension of 2015 PCI Assessment with Report on Compliance

David Taylor provided the status of the 2015 PCI Assessment with Report on Compliance. This report will be presented in the next Audit Committee meeting for review and acceptance.

(This item was presented for information only. No formal committee action was taken.)

Review and Acceptance of Fiscal 2017 Internal Audit Plan, Budget, and Internal Audit Charter

Phil Fretwell gave a brief explanation of the Fiscal 2017 Internal Audit Plan, Budget, and Internal Audit Charter.

Jeff Tecau presented the Fiscal 2017 Internal Audit Plan, Budget, and Internal Audit Charter for review and acceptance. (Presentation attached as Exhibit "D")

A motion was made by Ms. Dover and seconded by Ms. Mullane to accept the Fiscal 2017 Internal Audit Plan, Budget, and Internal Audit Charter. The motion carried unanimously with five members voting AYE by voice vote; Mr. Gassman was not present.

7. RECOMMEND APPROVAL OF RENEWAL #1 OF INTERNAL AUDIT CONTRACT WITH PROTIVITI

Laura Kelley presented the renewal for the Internal Audit Contract and PCI Contract with Protiviti.

A motion was made by Ms. Mullane and seconded by Ms. Dover to recommend the renewal of the Internal Audit Contract and PCI Contract with Protiviti. The motion carried unanimously with five members voting AYE by voice vote; Mr. Gassman was not present.

8. RECOMMEND APPROVAL OF RENEWAL #1 OF PCI CONTRACT WITH PROTIVITI

Please see number seven for motion.

9. DISTRIBUTION OF POTENTIAL CONFLICT DISCLOSURE FORM

Joe Passiatore presented the Potential Conflict Disclosure form and the updated Audit Committee Charter.

(This item was presented for information only. No formal committee action was taken.)

10. OTHER BUSINESS

It was discussed that an additional Audit Committee meeting should be set up in May or June before the next Fiscal Year begins.

11. ADJOURNMENT

The meeting adjourned at 11:11 a.m.

Minutes approved on 6/23, 2016.

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