

CENTRAL FLORIDA EXPRESSWAY AUTHORITY

AGENDA CENTRAL FLORIDA EXPRESSWAY AUTHORITY AUDIT COMMITTEE MEETING June 22, 2017 9:00 AM – 11:00 PM Pelican Room #107

- I. CALL TO ORDER
- II. PUBLIC COMMENT - Pursuant to Florida Statute 286.0114 (2013) the Audit Committee will allow public comment on any matter either identified on this meeting agenda as requiring action, or anticipated to come before the Committee for action in reasonable proximity to this meeting. Speakers shall be limited to three minutes per person and the assignment of one person's time to another or designation of group spokesperson shall be allowed at the discretion of the Committee Chairman.
- III. INTRODUCTION OF NEW MEMBER MEGAN ZEE, CITIZEN REPRESENTATIVE- Info Item
- IV. APPROVAL OF THE MARCH 29, 2017 MINUTES – **Action Item**
- V. INTERNAL AUDIT MATTERS – Protiviti
 - A. Status Update: Fiscal 2017 Internal Audit Plan- Info Item
 - B. Review and Acceptance of the following 2017 audits:
 - 1. Purchasing Spend Data Audit- **Action Item**
 - 2. Accounting System and SOD Review- **Action Item**
 - 3. Human Resources Process Review- **Action Item**
 - 4. Business Continuity Management Review- **Action Item**
 - 5. Information Security Risk Assessment Phase I- **Action Item**
 - 6. Change Management- Tolling System Replacement- **Action Item**
 - 7. Customer Service Center Performance Assessment- **Action Item**
 - 8. Discount/Rebate Program Audit- **Action Item**
 - 9. PCI Assessment with Report on Compliance- Info Item
 - C. Review and Acceptance of Fiscal 2018 Internal Audit Plan- **Action Item**
 - D. Approval for Travel Expenses- Approval to allow previously approved Protiviti travel expenses to cover two additional projects: Purchasing Spend Data Audit and Customer Service Center Performance Assessment- **Action Item**
 - E. Approval of Change Order to PCI Contract- **Action Item**
 - F. Annual Confirmation of No Disagreements with Management- Info Item
- VI. ANNUAL MANAGEMENT REVIEWS ON INTERNAL CONTROL MATTERS- Info Items
 - A. Effectiveness of the Internal Control System, Including IT Security and Control- Lisa Lumbar

- B. Process for Assessing, Monitoring and Controlling Significant Risks- Lisa Lumbard
- C. System for Monitoring Compliance with Laws and Regulations- Linda Lanosa
- D. Adequacy, Administration and Compliance with the Authority's Code of Ethics- Linda Lanosa
- E. Procedures for "Hotline" Reporting- Laura Kelley
- VII. ANNUAL DISCUSSION REGARDING INTERNAL AUDIT PERFORMANCE AND EFFECTIVENESS- Info Item
- VIII. ANNUAL DISCUSSION REGARDING AUDIT COMMITTEE AND INDIVIDUAL MEMBER PERFORMANCE- Info Item
- IX. CONFIRMATION OF COMPLETION OF RESPONSIBILITIES IN THE AUDIT COMMITTEE CHARTER- Info Item
- X. ANNUAL ROTATION OF THE AUDIT COMMITTEE CHAIR- Info Item
- XI. OTHER BUSINESS
- XII. ADJOURNMENT

This meeting is open to the public.

Note: Any person who decides to appeal any decision made at this meeting will need record of the proceedings and for that purpose, may need to ensure that a verbatim record of the proceedings is made which includes the testimony any evidence upon which the appeal is to be based, per Florida Statute 286.0105.

In accordance with the Americans with Disabilities Act (ADA), if any person with a disability as defined by the ADA needs special accommodation to participate in this proceeding, then not later than two (2) business days prior to the proceeding, he or she should contact the Central Florida Expressway Authority at (407) 690-5000.

Persons who require translation services, which are provided at no cost, should contact CFX at (407) 690-5000 x5317 or by email at Iranetta.dennis@CFXway.com at least three business days prior to the event.