

# CENTRAL FLORIDA EXPRESSWAY AUTHORITY

**MINUTES**  
**CENTRAL FLORIDA EXPRESSWAY AUTHORITY**  
**AUDIT COMMITTEE MEETING**  
**December 15, 2016**  
**Location: Pelican Conference Room 107**

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Committee Members Present:

Brian Battles, City of Orlando Representative  
Kristy Mullane, Lake County Representative  
Kaye Dover, Osceola County Representative  
Eric Gassman, Orange County Representative

Committee Members Not Present:

Bruce McMenemy, Seminole County Representative, Chairman  
Tamrin Mahon, Citizen Representative

Also Present:

Ruth Valentin, Recording Secretary/Office Coordinator  
Laura Kelley, Executive Director  
Lisa Lombard, CFO  
Joe Passiatore, General Counsel  
Michelle, Maikisch, Chief of Staff/Public Affairs Officer  
Michael Carlisle, Director of Accounting and Finance  
Aneth Williams, Director of Procurement  
Corey Quinn, Chief of Technology/ Operations  
Mahmood Ulhaq, Information Security Manager  
Jeff Tecau, Protiviti  
Phil Fretwell, Protiviti  
Emily Mercatante, Protiviti  
David Taylor, Protiviti  
Chris Porter, Protiviti  
Joel Knopp, MSL  
Dan O'Keefe, MSL

**1. APPOINTMENT OF AUDIT COMMITTEE CHAIRMAN PRO TEMP**

Bruce McMenemy, Seminole County Representative and Chairman was not present. The committee members voted to appoint a pro temp chairman.

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

**2. CALL TO ORDER**

The meeting was called to order at 8:03 a.m. by Pro Temp Chairman Brian Battles.

**3. PUBLIC COMMENT**

There was no public comment.

**4. APPROVAL OF MINUTES**

A motion was made by Mr. Gassman and seconded by Ms. Dover to accept the September 22, 2016 Audit Committee minutes as presented. The motion carried unanimously with four members present and voting AYE by voice vote; Mr. McMenemy and Ms. Mahon were not present.

**5. EXTERNAL AUDIT MATTERS**

**Review and Acceptance of Audit of Fiscal 2016 Financial Statements and Required Communications**

Dan O'Keefe and Joel Knopp of Moore Stephens Lovelace presented the Fiscal 2016 Financial Statements and Required Communications.

A motion was made by Mr. Gassman and seconded by Ms. Mullane to accept the Fiscal 2016 Financial Statements and Required Communications as presented. The motion carried unanimously with four members present and voting AYE by voice vote; Mr. McMenemy and Ms. Mahon were not present.

**6. INTERNAL AUDIT MATTERS**

**Status Update: Fiscal 2016 Internal Audit Plan**

Jeff Tecau of Protiviti presented an update on the Status of the Fiscal Year 2016 Internal Audit Plan.

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

**Review and Acceptance of the Public Records Review**

Emily Mercatante of Protiviti presented the Public Records Review for review and acceptance.

A motion was made by Ms. Dover and seconded by Ms. Mullane to accept the Public Records Review as presented. The motion carried unanimously with four members present and voting AYE by voice vote; Mr. McMenemy and Ms. Mahon were not present.

### **Review and Acceptance of DHSMV Data Security Assessment**

David Taylor of Protiviti presented the DHSMV Data Security Assessment for review and acceptance. Protiviti did not identify any observations that needed to be addressed.

**A motion was made by Ms. Dover and seconded by Mr. Gassman to accept the DHSMV Data Security Assessment as presented. The motion carried unanimously with four members present and voting AYE by voice vote; Mr. McMenemy and Ms. Mahon were not present.**

### **7. ANNUAL REVIEW AND APPROVAL OF AUDIT COMMITTEE CHARTER**

The Audit Committee Charter was presented for annual review and acceptance.

**A motion was made by Mr. Gassman and seconded by Ms. Dover to accept the Audit Committee Charter as presented. The motion carried unanimously with four members present and voting AYE by voice vote; Mr. McMenemy and Ms. Mahon were not present.**

### **8. RECOMMENDATION OF EXTERNAL AUDITOR**

Lisa Lumbard presented the Recommendation of the External Auditor.

**A motion was made by Mr. Gassman and seconded by Ms. Mullane to bring to the Board the Recommendation of External Auditor Moore Stephens Lovelace. The motion carried unanimously with four members present and voting AYE by voice vote; Mr. McMenemy and Ms. Mahon were not present.**

### **9. ADJOURNMENT**

The meeting adjourned at 8:53 a.m.

Minutes approved on 3/29, 2016.

*Pursuant to the Florida Public Records Law and CFX Records Management Policy, audio tapes of all Board and applicable Committee meetings are maintained and available upon request to the Records Management Liaison Officer at [publicrecords@CFXway.com](mailto:publicrecords@CFXway.com) or 4974 ORL Tower Road, Orlando, FL 32807.*