

CENTRAL FLORIDA EXPRESSWAY AUTHORITY

MINUTES
CENTRAL FLORIDA EXPRESSWAY AUTHORITY
AUDIT COMMITTEE MEETING
October 30, 2018

Location: Central Florida Expressway Authority
4974 ORL Tower Road
Orlando, FL 32807
Pelican Conference Room 107

Committee Members Present:

Megan Zee, Citizen Representative, Chairman
Brian Battles, City of Orlando Representative
Kaye Dover, Osceola County Representative
Eric Gassman, Orange County Representative
Bruce McMenemy, Seminole County Representative

Participating by Phone:

Kristy Mullane, Lake County Representative
Peter Grupe, Protiviti

Also Present:

Ruth Valentin, Recording Secretary/Administrative Coordinator
Laura Kelley, Executive Director
Lisa Lombard, CFO
Linda Lanosa, Deputy General Counsel
Corey Quinn, Chief of Technology/Operations
Michael Carlisle, Director of Accounting and Finance
Teresa Mallary, Protiviti
Jeff Tecau, Protiviti
David Taylor, Protiviti
Chris Porter, Protiviti
Joel Knopp, MSL
Dan O'Keefe, MSL

A. CALL TO ORDER

The meeting was called to order at approximately 3:02 p.m. by Chairman Megan Zee.

B. PUBLIC COMMENT

There was no public comment.

C. APPROVAL OF MINUTES

A motion was made by Mr. McMenemy and seconded by Ms. Dover to approve the June 20, 2018 minutes as presented. The motion carried unanimously with five (5) members present voting AYE by voice vote; one (1) member, Ms. Mullane voting AYE by phone.

D. EXTERNAL AUDIT MATTERS

Joel Knopp of Moore Stephens Lovelace presented the Fiscal 2018 Financial Statements and Required Communications.

A motion was made by Mr. Gassman and seconded by Ms. Dover to accept the Fiscal 2018 Financial Statements and Required Communications as presented. The motion carried unanimously with five (5) members present voting AYE by voice vote; one (1) member, Ms. Mullane voting AYE by phone.

E. INTERNAL AUDIT MATTERS

1. Status Update: Fiscal 2019 Internal Audit Plan

Jeff Tecau of Protiviti presented an update on the Status of the Fiscal Year 2019 Internal Audit Plan.

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

2. Review and Acceptance of Internal Audit Reports

a. Fiscal 2018 Physical Security Assessment

Teresa Mallary of Protiviti presented the Fiscal 2018 Physical Security Assessment for review and acceptance.

A motion was made by Ms. Dover and seconded by Mr. Gassman to accept the Fiscal 2018 Physical Security Assessment as presented. The motion carried unanimously with five (5) members present voting AYE by voice vote; one (1) member, Ms. Mullane voting AYE by phone.

b. Fiscal 2018 Penetration Testing

Chris Porter of Protiviti presented the Fiscal 2018 Penetration Testing audit for review and acceptance.

A motion was made by Mr. Battles and seconded by Ms. Dover to accept the Fiscal 2018 Penetration Testing audit as presented. The motion carried unanimously with five (5) members present voting AYE by voice vote; one (1) member, Ms. Mullane voting AYE by phone.

c. Prior Audit Recommendations Follow-Up

Ms. Mallary presented the Prior Audit Recommendations Follow-Up for review and acceptance.

A motion was made by Mr. Gassman and seconded by Ms. Dover to accept the Prior Audit Recommendations Follow-Up pending correction to items addressed by Ms. Dover. The motion carried unanimously with five (5) members present voting AYE by voice vote; one (1) member, Ms. Mullane voting AYE by phone.

3. Upcoming Internal Audits

a. Procurement and Contract Audit Selections

Ms. Mallary presented the procurement and contract audit selections.

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

b. Customer Service Center Performance Review

Mr. Tecau requested approval for a blanket of \$5,000 for all travel expenses.

A motion was made by Mr. McMenemy and seconded by Mr. Battles to approve a blanket of \$5,000 for all travel expenses. The motion carried unanimously with five (5) members present voting AYE by voice vote; one (1) member, Ms. Mullane voting AYE by phone.

F. OTHER BUSINESS

None.

G. ADJOURNMENT

Chairman Zee adjourned the meeting at approximately 4:01 p.m.

Minutes approved on 1/31, 2018.

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