

CENTRAL FLORIDA EXPRESSWAY AUTHORITY

CENTRAL FLORIDA EXPRESSWAY AUTHORITY AUDIT COMMITTEE MEETING October 27, 2020

Location: Virtual Meeting
Call (321) 430-0870
Conference ID: 924 164 74#

Committee Members Appearing Virtually:

Michelle McCrimmon, City of Orlando Representative, Chairman
Kaye Dover, Osceola County Representative
Kathy Wall, Brevard County Representative
Ray Walls, Orange County Representative

Committee Members Not Present:

Lorie Bailey Brown, Seminole County Representative
Kristy Mullane, Lake County Representative

Others Appearing Virtually:

Laura Kelley, Executive Director
Lisa Lombard, Chief Financial Officer
Jim Greer, Chief Technology Officer
Woody Rodriguez, General Counsel
Rita Moore, Recording Secretary/Executive Assistant
Daniel O'Keefe, MSL, P.A.
Joel Knopp, MSL, P.A.
Jeff Tecau, Protiviti
Martin Nash, Protiviti
Emily Picard, Protiviti
Chris Porter, Protiviti
David Taylor, Protiviti

A. CALL TO ORDER

The meeting was called to order at approximately 09:59 a.m. by Chairman McCrimmon. Recording Secretary Rita Moore called the roll and announced there was a quorum with four (4) Committee Members present.

B. PUBLIC COMMENT

There was no public comment.

C. APPROVAL OF THE JUNE 17, 2020 MINUTES

A motion was made by Ms. Dover and seconded by Chairman McCrimmon to approve the June 17, 2020 minutes as presented. The motion carried unanimously with four (4) members voting AYE by voice vote. Two (2) members, Ms. Bailey Brown and Ms. Mullane were not present.

D. EXTERNAL AUDIT MATTERS – MSL, P.A.

1. Review and Acceptance of Audit of Fiscal 2020 Financial Statements and Required Communications

Mr. Joel Knopp of MSL, P.A. presented the Review and Acceptance of Audit of Fiscal 2020 Financial Statements and Required Communications.

Committee members asked questions which were answered by Mr. Knopp.

A motion was made by Ms. Dover and seconded by Mr. Walls to accept the Audit of Fiscal 2020 Financial Statements and Required Communications as presented. The motion carried unanimously with four (4) members voting AYE by voice vote. Two (2) members, Ms. Bailey Brown and Ms. Mullane were not present.

E. INTERNAL AUDIT MATTERS – Protiviti

1. Status Update: Fiscal 2021 Internal Audit Plan

Mr. Jeff Tecau of Protiviti presented the Fiscal 2021 Internal Audit Plan to the committee.

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

The following item was taken out of order.

3. Other Internal Audit Items:
 - a. Public Records Review Maturity Model

Mr. Jeff Tecau of Protiviti presented the Public Records Review Maturity Model to the committee.

Committee members asked questions which were answered by Mr. Tecau.

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

2. Review and Acceptance of Completed Internal Audit Reports

b. Public Records Review (Fiscal 2020)

Ms. Emily Picard of Protiviti presented the Public Records Review (Fiscal 2020) to the committee for acceptance.

Committee members asked questions which were answered by Ms. Picard.

A motion was made by Mr. Walls and seconded by Ms. Dover to accept the Public Records Review as presented. The motion carried unanimously with four (4) members voting AYE by voice vote. Two (2) members, Ms. Bailey Brown and Ms. Mullane were not present.

c. Prior Audit Recommendations: Semi-Annual Follow-Up (Fiscal 2021)

Ms. Emily Picard of Protiviti presented the Prior Audit Recommendations: Semi Annual Follow- Up (Fiscal 2021) to the committee for acceptance.

Committee members asked questions which were answered by Ms. Picard and Ms. Lumbard.

A motion was made by Ms. Dover and seconded by Ms. Wall to accept the Prior Audit Recommendations: Semi-Annual Follow-Up as presented. The motion carried unanimously with four (4) members voting AYE by voice vote. Two (2) members, Ms. Bailey Brown and Ms. Mullane were not present.

d. Procurement and Contract Billing Audits (Fiscal 2021)

Ms. Emily Picard of Protiviti presented the Procurement and Contract Billing Audits (Fiscal 2021) to the committee for acceptance.

A motion was made by Ms. Wall and seconded by Ms. Dover to accept the Procurement and Contract Billing Audits as presented. The motion carried unanimously with four (4) members voting AYE by voice vote. Two (2) members, Ms. Bailey Brown and Ms. Mullane were not present.

3. Other Internal Audit Items:

b. ERP Requirements Support Update and Supplemental Agreement

Ms. Emily Picard and Mr. Martin Nash of Protiviti presented the ERP Requirements Support Update and Supplemental Agreement to the committee for acceptance.

Committee members asked questions which were answered by Ms. Picard and Mr. Nash.

A motion was made by Mr. Walls and seconded by Ms. Dover to accept the ERP Requirements Support Update and Supplemental Agreement as presented. The motion carried unanimously with four (4) members voting AYE by voice vote. Two (2) members, Ms. Bailey Brown and Ms. Mullane were not present.

F. OTHER BUSINESS

No other business was reported.

Mr. Rodriguez, General Counsel explained to the meeting attendees that this portion of the meeting is confidential. He then allowed time for any participants outside of the Committee members, presenters (Protiviti), and CFX Support staff to exit the meeting.

Confidential Recording started at approximately 11:18 a.m.

G. CONFIDENTIAL SECURITY AUDIT

1. NIST Cybersecurity Framework Review (Fiscal 2020)

Ms. Chris Porter of Protiviti presented the NIST Cybersecurity Framework Review (Fiscal 2020) to the committee for acceptance.

A motion was made by Ms. Dover and seconded by Mr. Walls to accept the NIST Cybersecurity Framework Review as presented. The motion carried unanimously with four (4) members voting AYE by voice vote. Two (2) members, Ms. Bailey Brown and Ms. Mullane were not present.

H. ADJOURNMENT

Chairman McCrimmon adjourned the meeting at approximately 11:35 a.m.

Minutes approved on January 27, 2021.

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 or 4974 ORL Tower Road, Orlando, FL 32807.