

CENTRAL FLORIDA EXPRESSWAY AUTHORITY

**MINUTES
CENTRAL FLORIDA EXPRESSWAY AUTHORITY
AUDIT COMMITTEE MEETING
January 26, 2022**

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

Committee Members Present:

Lorie Bailey Brown, Seminole County Representative
Kaye Dover, Osceola County Representative
Michelle McCrimmon, City of Orlando Representative
Ray Walls, Orange County Representative
Kristy Mullane, Lake County Representative

Committee Member Participating by Phone:

Kathy Wall, Brevard County Representative, Chairman

Committee Members Not Present:

Megan Zee, Citizen Representative

Staff Also Present:

Laura Kelley, Executive Director
Lisa Lombard, Chief Financial Officer
Woody Rodriguez, General Counsel
Rita Moore, Recording Secretary/Executive Administrative Coordinator
Michael Carlisle, Director of Accounting and Finance
Aneth Williams, Director of Procurement
Bradley Osterhaus, Sr. Procurement/Quality Control Administrator

A. CALL TO ORDER

The meeting was called to order at approximately 10:00 a.m. by Acting Chairman McCrimmon.

B. PUBLIC COMMENT

There was no public comment.

C. APPROVAL OF THE OCTOBER 27, 2021 MINUTES

A motion was made by Mr. Walls and seconded by Ms. Bailey Brown to approve the October 27, 2021 minutes as presented. The motion carried unanimously with four (4) members present voting AYE by voice vote. One (1) committee member, Ms. Wall voting AYE phone. Ms. Dover and Ms. Zee were not present.

Ms. Dover arrived at 10:04 am

D. AGENDA ITEMS

1. STATUS UPDATE: FISCAL 2022 INTERNAL AUDIT PLAN

Mr. Jeff Tecau of Protiviti presented the Status Update: Fiscal 2022 Internal Audit Plan.

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

2. REVIEW AND ACCEPTANCE OF ENGINEERING AND CONSTRUCTION INVOICE REVIEW

Mr. Jon Critelli of Protiviti presented the Review and Acceptance of Engineering and Construction Invoice Review.

Committee Members asked questions which were answered by Ms. Lumbard.

A motion was made by Ms. Bailey Brown and seconded by Ms. Dover to accept the Review and Acceptance of Engineering and Construction Invoice Review as presented. The motion carried unanimously with five (5) members present voting AYE by voice vote. One (1) committee member, Ms. Wall voting AYE via phone. Ms. Zee was not present.

3. REVIEW AND ACCEPTANCE OF PROCUREMENT AND CONTRACT BILLING AUDIT

Mr. Graham Wigle of Protiviti presented the Review and Acceptance of Procurement and Contract Billing Audit.

A motion was made by Ms. Dover and seconded by Mr. Walls to accept the Review and Acceptance of Procurement and Contract Billing Audit as presented. The motion carried unanimously with five (5) members present voting AYE by voice vote. One (1) committee member, Ms. Wall voting AYE via phone. Ms. Zee was not present.

4. **REVIEW AND ACCEPTANCE OF PAYMENT CARD INDUSTRY ASSESSMENT WITH REPORT ON COMPLIANCE**

Mr. David Taylor of Protiviti presented the Review and Acceptance of Payment Card Industry Assessment with Report on Compliance.

A motion was made by Ms. Mullane and seconded by Ms. Dover to accept the Review and Acceptance of Payment Card Industry Assessment with Report on Compliance as presented. The motion carried unanimously with five (5) members present voting AYE by voice vote. One (1) committee member, Ms. Wall voting AYE via phone. Ms. Zee was not present.

5. **REVIEW AND ACCEPTANCE OF DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLE DATA SECURITY ASSESSMENT**

Mr. Chris Porter of Protiviti presented the Review and Acceptance of Department of Highway Safety and Motor Vehicle Data Security Assessment.

A motion was made by Ms. Dover and seconded by Mr. Walls to accept the Review and Acceptance of Department of Highway Safety and Motor Vehicle Data Security Assessment as presented. The motion carried unanimously with five (5) members present voting AYE by voice vote. One (1) committee member, Ms. Wall voting AYE via phone. Ms. Zee was not present.

6. **REVIEW AND ACCEPTANCE OF DRIVER AND VEHICLE INFORMATION DATABASE DATA SECURITY ASSESSMENT**

Mr. Chris Porter of Protiviti presented the Review and Acceptance of Driver and Vehicle Information Database Data Security Assessment.

Committee Members asked questions which were answered by Mr. Porter.

A motion was made by Ms. Dover and seconded by Ms. Mullane to accept the Review and Acceptance of Driver and Vehicle Information Database Data Security Assessment as presented. The motion carried unanimously with five (5) members present voting AYE by voice vote. One (1) committee member, Ms. Wall voting AYE via phone. Ms. Zee was not present.

7. **EXTERNAL AUDITOR SELECTION**

Ms. Lisa Lumbard, Chief Financial Officer presented an update on the External Auditor Selection and asked for volunteers to be on the selection committee.

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

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

8. **INTERNAL AUDIT BUDGET FOR FISCAL YEAR 2023**

Ms. Lisa Lumbard, Chief Financial Officer presented the Internal Audit Budget for Fiscal Year 2023.

Committee Members asked questions which were answered by Ms. Lumbard.

A motion was made by Mr. Walls and seconded by Ms. Dover to accept the Internal Audit Budget for Fiscal Year 2023 as presented. The motion carried unanimously with five (5) members present voting AYE by voice vote. One (1) committee member, Ms. Wall voting AYE via phone. Ms. Zee was not present.

E. **OTHER BUSINESS**

No other business was reported.

F. **ADJOURNMENT**

Acting Chairman McCrimmon adjourned the meeting at approximately 10:52 a.m.

Minutes approved on April 27, 2022.

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.