

## Minutes of the

### MEETING OF THE AUDIT COMMITTEE

Wednesday, December 12, 2018

**Committee Members Present: Edward Reynoso, Chair; Steven Chávez; Karen Marquardt, Cara Letofsky, Marie McCarthy**

#### CALL TO ORDER

A quorum being present, Committee Chair Reynoso called the meeting of the Council's Audit Committee to order at 12:05 p.m. on Wednesday, December 12, 2018.

#### APPROVAL OF AGENDA AND MINUTES

It was moved by Karen Marquardt, seconded by Steven Chávez to approve the agenda. Motion carried.

It was moved by Steven Chavez, seconded by Karen Marquardt to approve the minutes of the June 28, 2018 meeting of the Audit Committee. Motion carried.

#### BUSINESS

1. Director's Report — Matt LaTour updated the Committee on matters of the Program Evaluation and Audit Department.

2. 2018-A11 Txbase Report — Kevin Ely, Julia Quehl, Kellie Hoverson

It was moved by Cara Letofsky, seconded by Steven Chávez, that the Audit Committee accept the Report.

**Motion carried. All in favor**

3. 2018-A12 Contract Administration: Metro Transit Advertising Revenue Contract — Julia Quehl

It was moved by Karen Marquardt, seconded by Cara Letofsky, that the Audit Committee accept the Report.

**Motion carried. All in favor**

4. 2018-A13 SouthWest Transit FTA Compliance Review — Kellie Hoverson, Nicholas Jelinek

It was moved by Steven Chávez, seconded by Cara Letofsky, that the Audit Committee accept the Report.

**Motion carried. All in favor**

#### INFORMATION

Metro Mobility and Transit Link Drivers Training Compliance Review — Kellie Hoverson

Dates for Audit Committee 2019: tentative February 6, 2019

#### ADJOURNMENT

Business completed, the meeting adjourned at 1:20 p.m.

Tamara Rein  
Recording Secretary