

**Minutes of the
QUARTERLY MEETING OF THE AUDIT COMMITTEE**

Wednesday, April 23, 2014

Committee Members Present: Gary Van Eyll, Chair; Steven T. Chávez; Edward Reynoso; Chuck Denninger; Julie Kleinschmidt; Heather Johnston

Committee Members Absent:

Committee Members Excused:

CALL TO ORDER

A quorum being present, Committee Chair Van Eyll called the quarterly meeting of the Council's Audit Committee to order at 12:04 p.m. on Wednesday, April 23, 2014.

APPROVAL OF AGENDA AND MINUTES

It was moved by Kleinschmidt, seconded by Chávez to approve the agenda. **Motion carried.**

It was moved by Denninger, seconded by Chávez to approve the minutes of the January 22, 2014 quarterly meeting of the Audit Committee. **Motion carried.**

INFORMATION

1. Director's Report

Interim Director of Program Evaluation and Audit, Arleen Schilling gave an update to the Audit Committee of the 2014 Audit Plan's progress so far this year. She noted that a formal Director's Report and revised Audit Plan will be given to the Audit Committee once a Director for the Audit department has been appointed by the Council.

BUSINESS

2014-A10 Continuity of Operations (COOP)

Auditor II Josiah Waderich presented the report to the Committee. Also in attendance to represent the program was the Program Manager of COOP, Kathy Matter and Dave Hinrichs, the Council's Director of Information Services.

It was moved by Chávez, seconded by Reynoso, that the Audit Committee accept the report.

Motion carried.

2014-A11 Inter Agency Agreement

Audit Team Leader Brian Hanninen presented the report to the Committee. The Council's Director of Contracts and Procurement, Micky Gutzmann was there to help answer questions about the program and the report.

It was moved by Johnston, seconded by Denninger, that the Audit Committee accept the report.

Motion carried.

2014-A12 Inventory Audits

Audit Team Leader Robert Lundberg presented the report to the Committee. There to help answer questions and to represent the stockrooms at Metro Transit were the Manager of Material Management Christopher Haefner, Senior Manager of Finance Steven True and the Director of Finance at Metro Transit Edwin Petrie.

It was moved by Johnston, seconded by Chávez, that the Audit Committee accept the report.

Motion carried.

2014-A13 Central Corridor Change Order Follow-up

Robert Lundberg gave a presentation of the follow-up to the Committee. Senior Project Manager of TMSA MarySue Abel and Christine Beckwith the Deputy Director of TSD helped to answer questions and to represent the program. Micky Gutzmann also helped to answer questions about the follow-up. The Audit Committee requests a continuous follow-up by both the Management and the Audit Committees.

It was moved by Reynoso, seconded by Chávez, that the Audit Committee accept the follow-up.

Motion carried.

INFORMATION

2. Next Audit Committee Meeting: June 11, 2014.

ADJOURNMENT

Business completed, the meeting adjourned at 1:38 p.m.

Mary Weems
Recording Secretary