

## **Minutes of the**

### **MEETING OF THE AUDIT COMMITTEE**

February 5, 2020

**Committee Members Present: Judy Johnson, Chair, Chai Lee, Vice Chair, Christopher Ferguson, Quinn Gaalswyk, Gracie George, Amy Jorgenson, Andra Roethler**

**Committee Members Absent: Susan Vento**

### **CALL TO ORDER**

A quorum being present, Chair Johnson called the regular meeting of the Council's Audit Committee to order at 1:30 pm. on February 5, 2020.

### **APPROVAL OF AGENDA AND MINUTES**

It was moved by Chai Lee, seconded by Amy Jorgenson, to approve the agenda. Motion carried.

It was moved by Amy Jorgenson, seconded by Andra Roethler, to approve the minutes of the October 30, 2019 meeting of the Audit Committee. Motion carried.

### **BUSINESS**

1. State Auditor's Entrance Conference.

Office of State Auditors Amy Ames and Stephanie Kuka presented annual audit entrance conference to the Audit Committee.

2. Risk Assessment and Audit Plan.

Matt LaTour, Director, Program Evaluation and Audit, presented the 2020 Risk Assessment and Audit Plan to the Audit Committee. It was moved by Chai Lee, seconded by Andra Roethler, that the Audit Committee accept the Plan. Motion-carried.

### **INFORMATION**

1. University of Minnesota, Maple Grove, First Transit Burnsville, First Transit Roseville.

Drew Garner, Kaitlyn Schmaltz and Aaron Boaitay, Program Evaluation and Audit interns presented Report. Auditor Nicholas Jelinek was in attendance and assisted with answers to Committee Members.

2. Purchase Card Program.

Julia Quehl, Auditor, Program Evaluation and Audit, presented Report.

3. Director's Report

Matt LaTour, Director, Program Evaluation and Audit, presented Report.

4. External Audit Updates — Financial Management Oversight

Matt LaTour, Director, Program Evaluation and Audit, briefly discussed external audit conducted by TFC Consulting Inc. on behalf of Federal Transit Administration.

5. Next scheduled Audit Committee Meeting: March 17

6. Investigations

Due to the time constraints, Chair Johnson sought a motion to adjourn meeting and place this item on the agenda for the next scheduled Audit Committee meeting to be held March 17<sup>th</sup>. It was moved by Vice Chair Lee, seconded by Andra Roethler, to adjourn meeting. Motion carried.

### **ADJOURNMENT**

Business concluded and the meeting adjourned at 3:30 pm.

Tamara Rein,  
Recording Secretary