

Minutes of the

QUARTERLY MEETING OF THE AUDIT COMMITTEE

Wednesday, October 26, 2016

Committee Members Present: Chair, Edward Reynoso; Steven T. Chávez; Cara Letofsky; Chuck Denninger; Julie Kleinschmidt; Karen Marquardt

Committee Members Absent:

Committee Members Excused:

CALL TO ORDER

A quorum being present, Committee Chair Reynoso called the quarterly meeting of the Council's Audit Committee to order at 12:00 p.m. on Wednesday, October 26, 2016.

APPROVAL OF AGENDA AND MINUTES

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

It was moved by Kleinschmidt, seconded by Chávez to approve the minutes of the June 22, 2016 quarterly meeting of the Audit Committee. Motion carried.

BUSINESS

Director's Report

Program Evaluation and Audit Director, Arleen Schilling introduced new staff in the Audit Department. Ms. Schilling presented the Department's Status Report and Audit Plan for 2017.

It was moved by Letofsky, seconded by Kleinschmidt, that the Audit Committee accept the report. **Motion carried.**

2016-A15 Environmental Services – Construction Change Orders

Audit Manager, Matthew LaTour presented the report. General Manager Environmental Services, Leisa Thompson was in attendance to represent the report and help answer questions.

It was moved by Chávez, seconded by Kleinschmidt, that the Audit Committee accept the report. **Motion carried.**

2016-A16 Housing Pro (HAPPY) Post Implementation Review

Auditor Julia Ekeberg presented the report. Manager HRA Programs, Terri Smith and Director Information Services, Dave Hinrichs were in attendance to represent the report and to help answer questions if needed.

It was moved by Denninger, seconded by Letofsky, that the Audit Committee accept the report. **Motion carried.**

2016-17 Metro Transit Police Department – Property Room Inventory

Audit Project Team Leader, Guptan Kaplingat presented the report. Deputy Chief of Metro Transit Police, AJ Olson was in attendance to represent the report and help answer questions.

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

Motion carried.

2016-A18 Light Rail Fare Evasion

Matthew LaTour presented the report. AJ Olson and contractor Brian Hanninen were in attendance and helped answer questions.

It was moved by Letofsky, seconded by Kleinschmidt, that the Audit Committee accept the report.

Motion carried.

INFORMATION

1. OEO report back to Audit Committee on actions taken since 2014 Central Corridor Light Rail Transit and Target Field Station was presented by EO Consultant, Andrew Larson.
2. Environmental and Natural Resources Trust Fund Report was presented by Arleen Schilling. Director Community Development, Beth Reetz was in attendance to represent the information report and help answer questions.
3. Parks and Trails Fund Report was presented by Schilling. Beth Reetz and Senior Planner – AFS, Debra Jensen was in attendance to represent the information report and help answer questions.
4. Discussion of Audit Committee Meeting dates for 2017. Agreed upon dates are: January 11; April 12; June 14; and October 11.

ADJOURNMENT

Business completed, the meeting adjourned at 2:00 p.m.

Mary Weems
Recording Secretary