

Minutes of the

TRI-ANNUAL MEETING OF THE AUDIT COMMITTEE

Wednesday, November 8, 2017

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

Committee Members Excused: Steven T. Chávez; Chuck Denninger

CALL TO ORDER

A quorum being present, Committee Chair Edward Reynoso called the tri-annual meeting of the Council's Audit Committee to order at 12:01 p.m. on Wednesday, November 8, 2017.

APPROVAL OF AGENDA AND MINUTES

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

It was moved by Denninger, seconded by Kleinschmidt to approve the minutes of the June 14, 2017 tri-annual meeting of the Audit Committee. Motion carried.

BUSINESS

Director's Report / Recognition of Chuck Denninger

The Audit Committee recognized Mr. Denninger and wished him well. Denninger, a member of the Audit Committee for the last 10 years, resigned today. Arleen Schilling updated the committee on the latest happenings of the Audit Department.

2017-A11 Revised Audit Plan

Arleen Schilling provided the revised Audit Plan to the committee. It was moved by Chávez, seconded by Letofsky, that the committee accept the revised plan.

Motion carried.

2017-A12 A-Line Bus Rapid Transit Post Implementation Review

Guptan Kaplingat presented the report to the committee. Charles Carlson, Senior Manager Transitway Development was in attendance to represent the report and to help answer questions. It was moved by Denninger, seconded by Marquardt, that the committee accept the report.

Motion carried.

2017-A13 FTA Disadvantage Business Enterprise Review

Arleen Schilling presented the report to the committee. Mary Sue Able, Director Transit Systems Development, Wanda Kirkpatrick, Director Equal Opportunity, and Tracy Jackson, Supervisor Equal Opportunity Consultant was in attendance to represent the program area of the report and to help answer questions. It was moved by Chávez, seconded by Letofsky, that the committee accept the report.

Motion carried.

2017-A14 PeopleSoft HRMS and Finance Access

Julia Quehl presented the report to the committee. It was moved by Chávez, seconded by Kleinschmidt, that the committee accept the report.

Motion carried.

2017-A15 Minnesota Valley Transit Authority Sub Recipient Review

Nicole Tommerdahl presented the report to the committee. It was moved by Chávez, seconded by Marquardt, that the committee accept the report.

Motion carried.

2017-A16 MV Subrecipient Review

Nicholas Jelinek presented the report to the committee. It was moved by Chávez, seconded by Kleinschmidt, that the committee accept the report.

Motion carried.

INFORMATION

1. CMAQ Grant Use and Administration Recommendation Implementation Update.
Julia Quehl presented the update to the committee.
2. Dates for the Audit Committee 2018: January 10, 17, or 24 depending upon the FTA's report; June 13; and October 10 or 24.

ADJOURNMENT

Business completed, the meeting adjourned at 1:41 p.m.

Mary Weems
Recording Secretary