

MINUTES

Wayne County Airport Authority Audit Committee Meeting September 24, 2015

I. Roll Call

Meeting of the Wayne County Airport Authority Audit Committee was called to order at 2:04 p.m. at Detroit Metropolitan Airport, L.C. Smith Building – Mezzanine, Conference Room 1:

Ronald Hall, Chairperson
Irma Clark-Coleman
Mike Jackson

Also Present: See attached sign-in sheet.

II. Approval of Minutes from June 25, 2015 Audit Committee Meeting

Motion by Irma Clark-Coleman; Supported by Mike Jackson
Ayes: Clark-Coleman, R.Hall, Jackson
Nays: None
Motion approved.

III. External Audit Update, Pam Hill from Plante & Moran, LLC

IV. Internal Audit Update

Report from Istakur Rahman, Vice President – Internal Audit, presented the results of internal audits performed over the last few months. The following items were presented:

- Audit Status Report-XLV
- Audit Status Report-XLVI
- Implementation Status of Audit Recommendations as of September 17, 2015
- Fraud and Ethics Hotline Cases as of September 24, 2015
- 2015 Emergency Management Process Audit Report
- 2015 Insurance Risk Management Process Audit Report
- 2015 Inventory and Fleet Management Processes Audit Report
- 2015 Maximo Asset Management Software Review Report

- 2015 McNamara Terminal Maintenance Contract Compliance Audit Report
- 2015 Travel and Business Expenses Review Report
- Annual Audit Plan FY 2016 – 2018

Motion to approve the Annual Audit Plan for FY 2016 – 2018 by Mike Jackson; Supported by Irma Clark-Coleman

Ayes: Clark-Coleman, R.Hall, Jackson

Nays: None

Motion approved.

V. Treasury Report

Marge Basrai, Controller, presented the quarterly Treasury Report and Investment Report as of June 30, 2015, in accordance with the State law requiring a quarterly report to the Audit Committee disclosing the holdings in the Airport Authority's investment portfolio.

VI. Public Comment

Ronald Hall opened the meeting for Public Comment at 3:13 p.m.

There were no public comments.

VII. The next meeting of the Wayne County Airport Authority Audit Committee is scheduled for Thursday, December 3, 2015 at 2:00 p.m. at the Airport Authority Offices, L.C. Smith Building, Detroit Metropolitan Airport.

VIII. Adjourn

Meeting was adjourned at 3:16 p.m.

ATTENDANCE RECORD

Meeting of: Wayne County Airport Authority Audit Committee Meeting

Date/Time: September 24, 2015 at 2:00 p.m.

Place of Meeting: Conference Room 1, L.C. Smith Building - Mezzanine, Detroit Metropolitan Airport

NAME	MAILING ADDRESS	REPRESENTING (Company, Community, etc.)	TITLE/POSITION	PHONE NUMBER
Kristy Emer		WCAA	Auth. Gov. Mgr.	247-2223
Brandi Holdaway		WCAA	FOIA Coordinator	247-7237
Angela Jones		WCAA	Internal Audit	x77217
Pam Hill		Plante Moran	Audit partner	910-766-6022
Marge Basiga		WCAA	Controller	734-247-6775
Clare Akers		WCAA		
Gracia		WCAA	Director	734-946-750
Kristen Deuba		WCAA	Assistant Controller	734-955-8771
David DiMarn		WCAAR	Director	734 955 8870
ALI HIZARI		PLANTE MORAN	Audit Mgr	248-283-3433

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NAME	MAILING ADDRESS	REPRESENTING (Company, Community, etc.)	TITLE/POSITION	PHONE NUMBER
Emily Neuberger	WCAA	WCAA	General Counsel	734-942-3825
Dina Reed	WCAA	WCAA	VP P&A	734-955-5700
Sam Brosme	WCAAT	WCAA	VP O+M	

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