

Minutes

RTA Audit, Safety Compliance & Real Estate Committee Meeting

9:01 a.m., June 18, 2019

Board: Moss (Chair), Lucas (Vice Chair), Clough (appointed)

Other Board members: Byrne, Serrano

Not present: Bibb, Joyce, McCall and Welo

Also Present: Abrams, Benford, Berry, Blaze, Braschwitz, Burney, Caraballo, Catalusci, Caver, Cottrell, Davis, Doaty, Evans, Faith, Gautam, Gibbons, Gillan-Shafron, Gray, Jaszczak, Johnson, Jones, Keshtkaran, Kirklan, Krecic, Laule, Lewis, Lincoln, Lively, Manning, Manus, Merver, Penning, Pinkney-Butts, Ponder, Robertson, Rodriguez, Ross, Rowe, Schipper, Schnear, Schultz, Sims, Singh, Stover, Sutula, Tarter, Togher, Tucker, Vukmanic, Weg, Weinmann, Wiehe, Williams, Winn, Zeller, Zerby

Ms. Moss called the meeting to order at 9:01 a.m. The secretary called the roll and reported that three (3) committee members were present.

Executive Session Requested – State Audit

The purpose of this executive session is to discuss the results of the State Audit. The document is not final so it needs to be heard in executive session.

9:01 a.m. - It was moved by Rev. Lucas, seconded by Mayor Clough to go into executive session to discuss the results of the 2018 audit by the Auditor of the State. There were three (3) ayes and none opposed.

9:21 a.m. – It was moved by Ms. Moss, seconded by Mayor Clough to come out of executive session. There were three (3) ayes and none opposed.

The final report will be released in about two weeks.

Internal Audit Quarterly Report

Tony Ghanem, senior auditor, gave the presentation. This is the 2019 first quarter report. The 2019 Internal Audit plan was approved by the board February 2019. Pages 5-8 include completed projects. There are seven projects: employee travel and expense account reimbursement, bus purchases, where nine commuter coaches were pre and post approved, fare media inventory (test of mobile ticketing application), rail procurement audit as a part of the SSO, customer service center review which is near completion. The infrastructure was temporary moved. It will be moved back to the newly built space. There will be follow-up on the plan. Lastly, is the fare collection financial audit support audit. Pages 9-10 includes the continuous auditing program. They have a continuous monitoring program inside their offices. They performed a customer fare collection and procurement card transactions audits, which are complete. These audits are ongoing throughout the year.

There are 11 current projects in progress on pages 11-14. They are in various stages of completion. When they are complete, they will release the results. Pages 15-20 are special request and emerging issues. They vary from management request to board request. They have three outstanding claims

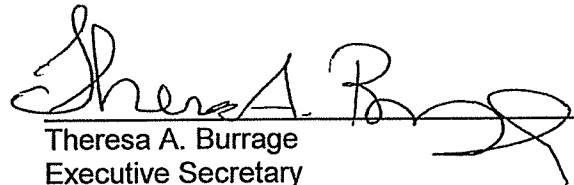
to address the projects listed as well as seven independent investigations in progress. They will disclose the report when they are final. Page 21 covers external audit coordination. The State Auditors presented their findings today. The FTA postponed their triennial review for the third quarter. Pages 22-23 provides the status of outstanding follow-up. The remainder of the report is informational.

They are down two full time positions. They lost their IT auditor and a staff auditor. They are looking to fill the two positions this year, but they have hired a few interns. Ms. Moss thanked the audit team for their work. Rev. Lucas asked if all of the buses have been purchased and in circulation. Tony said there is one pre and post-delivery audit for this year. Dr. Caver said that nine MCI buses (Park N Ride) that will be delivered Sept/Oct. The Internal Audit department is notified as vehicles are delivered. They schedule their audits accordingly. Mayor Clough said that the Internal Audit department is diligent and thorough with their work.

Ms. Moss adjourned the meeting at 9:30 a.m.



Floun'say R. Caver, Ph.D., Interim CEO
General Manager/Secretary/Treasurer



Theresa A. Burrage
Executive Secretary