

MINUTES

Wayne County Airport Authority Audit Committee Meeting April 23, 2018

I. Roll Call

Meeting of the Wayne County Airport Authority Audit Committee was called to order at 2:01 p.m. at the Airport Authority Offices, Michael Berry Administration Building, 11050 Rogell Drive, Building 602, Detroit, MI 48242:

Ronald Hall, Chairperson
Marvin Beatty
Irma Clark-Coleman

Also Present: See attached sign-in sheet.

II. Approval of Minutes from January 29, 2018 Audit Committee Meeting

Motion by Irma Clark-Coleman; Supported by Marvin Beatty
Ayes: Beatty, Clark-Coleman, Hall
Nays: None
Motion approved.

III. Treasury Report, Istakur Rahman, Interim Chief Financial Officer

Istakur Rahman, presented the Treasury and Investment Report as of December 31, 2017 and March 31, 2018, in accordance with the State law requiring a quarterly report to the Audit Committee disclosing the holdings in the Airport Authority's investment portfolio.

IV. Internal Audit Update

Tom Kalbfleisch, Interim Vice President – Internal Audit, presented the results of internal audits performed over the last few months. The following items were presented:

- Audit Status Report-LVI
- Audit Status Report-LV
- Fraud and Ethics Hotline Cases as of April 13, 2018
- Implementation Status of Prior Audit Recommendations as of April 13, 2018

Motion by Ronald Hall to postpone two audits from the approved 2018 Annual Audit Plan. Those audits are the "Inventory and Fleet Management" audit and the "Maximo Asset Management Software" audit. These audits will be added to the 2019 Annual Audit Plan; Supported by Irma Clark-Coleman

Ayes: Beatty, Clark-Coleman, Hall

Nays: None

Motion approved.

- 2018 Accounts Payable Management Process Internal Audit Report
 - 2018 Accounts Receivable Management Process Internal Audit Report
 - 2018 Passenger Facility Charge Management and Compliance Internal Audit Report
 - 2018 Capital Asset Management Process Internal Audit Report
 - 2018 Financial Reporting Management Process Internal Audit Report
 - 2018 Cash and Investment Management and Compliance Internal Audit Report
 - 2018 Debt Management and Compliance Internal Audit Report
- Chairperson Ronald Hall requested the Implementation Status of Prior Audit Recommendations be presented before new audits at the next Audit Committee Meeting.

V. Public Comment

Ronald Hall opened the meeting for Public Comment at 2:40 p.m.

There were no public comments.

VI. The next meeting of the Wayne County Airport Authority Audit Committee is scheduled for July 23, 2018 at 2:00 p.m. at the Michael Berry Administration Building, 11050 Rogell Dr., Building #602, Detroit, MI 48242

VII. Adjourn

Motion to adjourn by Marvin Beatty; Supported by Irma Clark-Coleman
Meeting was adjourned at 2:40 p.m.

ATTENDANCE RECORD

Meeting of: Wayne County Airport Authority Audit Committee Meeting

Date/Time: April 23, 2018 at 2:00 p.m.

Place of Meeting: Michael Berry Administration Building, 11050 Rogell Dr., Building 602, Romulus, MI

NAME	MAILING ADDRESS	REPRESENTING (Company, Community, etc.)	TITLE/POSITION	PHONE NUMBER
TOM MCCARTHY	WCAA	WCAA	VP PDEC	247 4923
M. Haner	WCAA	WCAA	DD	
Angela Frances	wcaa	wcaa		
Onnie Jacque	WCAA	WCAA	GC	
Bill Ohm	WCAA	WCAA	TS	
Connie Slack	WCAA	WCAA	Treasury Administrator	247-7909

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NAME	MAILING ADDRESS	REPRESENTING (Company, Community, etc.)	TITLE/POSITION	PHONE NUMBER
Kristy Exner	WCAA	WCAA		
Brandi Holdaway	WCAA	WCAA		
Azi HAJAZI	1090 WOODWARD, DETROIT 48202	PLANTE MORAN	SENIOR MGR.	313-496-8546
PAUL HILL		PLANTE MORAN	PARTNER	
Anna S. Ing	WCAA	WCAA	VP OPS / MX	216 225 0911
[Signature]	WCAA	WCAA		
Wendy Swart	WCAA	WCAA	VP BORDE	77233
Kristen Deaton	WCAA	WCAA	Asst Controller	
Matt McLean	WCAA			

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