

## MINUTES

### Wayne County Airport Authority Audit Committee Meeting October 29, 2018

#### I. Roll Call

Meeting of the Wayne County Airport Authority Audit Committee was called to order at 2:00 p.m. at the Airport Authority Offices, Michael Berry Administration Building, 11050 Rogell Drive, Building 602, Detroit, MI 48242:

Ronald Hall, Chairperson  
Marvin Beatty  
Abdul Haidous

Also Present: See attached sign-in sheet.

#### II. Approval of Minutes from August 28, 2018 Audit Committee Meeting

Motion by Marvin Beatty; Supported by Abdul Haidous  
Ayes: Beatty, Haidous, Hall  
Nays: None  
Motion approved.

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

Istakur Rahman, presented the Treasury and Investment Report as of September 30, 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. External Audit Update, Pam Hill, Plante Moran

#### V. 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-LVII
- Audit Status Report-LVIII

- Fraud and Ethics Hotline Cases as of October 22, 2018
- Implementation Status of Prior Audit Recommendations as of October 22, 2018
- 2018 Employee Benefits Management Process
- 2018 Grant Management and Compliance Process
- 2018 Record Retention & Destruction Program
- 2018 Insurance Risk Management Process
- 2018 Internal Audit Department Annual Report
- Annual Audit Plan FY 2019 - 2021

**VI. Public Comment**

Ronald Hall opened the meeting for Public Comment at 1:54 p.m.

There were no public comments.

**VII. The next meeting of the Wayne County Airport Authority Audit Committee is TBD.**

**VIII. Adjourn**

Meeting was adjourned at 1:55 p.m.

## ATTENDANCE RECORD

Meeting of: Wayne County Airport Authority Audit Committee Meeting

Date/Time: October 29, 2018 at 1:00 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
Kristy Eichel		WCAA		
Brown, Holdaway		WCAA		
Thad Newton		WCAA		
Pam Hill		Plante Moran	Partner	910-766-6022
Connie Slack		WCAA	Treasury Administrator	
GREG HATCHER		WCAA	Air - CONCESSIONS	X 23263
WJ Church		WCAA	TS	
Meryl Smith		WCAA	RMD	
CHRIS KAMUSCH		WCAA	DEPUTY DIRECTOR	2-5330

(1)

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NAME	MAILING ADDRESS	REPRESENTING (Company, Community, etc.)	TITLE/POSITION	PHONE NUMBER
Heather Day	WCAA	WCAA	HR	77902
Angela Frances		WCAA	Terminal Ops	

(2)

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NAME	MAILING ADDRESS	REPRESENTING (Company, Community, etc.)	TITLE/POSITION	PHONE NUMBER
B. Sadek	Smith Bldg.	WCAA	AGC	

(3)