

## **MINUTES**

### **Wayne County Airport Authority Audit Committee Meeting July 10, 2014**

#### **I. Roll Call**

Meeting of the Wayne County Airport Authority Audit Committee was called to order at 2:36 p.m. at Detroit Metropolitan Airport, L.C. Smith Building – Mezzanine, Conference Room 1:

Kevin McNamara - Chairperson  
Mary Zuckerman (arrived at 3:10 p.m.)  
Mike Jackson

Also Present: See attached sign-in sheet.

#### **II. Approval of Minutes from April 3, 2014 Audit Committee Meeting**

Motion by Mike Jackson; Supported by Kevin McNamara  
Ayes: Jackson, McNamara  
Nays: None  
Abstained: None  
Motion approved.

#### **III. 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 – XLI
- Audit Status Report – XL
- 2014 Enterprise Rental Car Audit Report
- 2014 Alamo National (Vanguard) Rental Car Audit Report
- 2014 AVIS Rental Car Audit Report
- 2014 BUDGET Rental Car Audit Report
- 2014 Landing and Related Fees Audit Report
- Fraud & Ethics Hotline Cases as of July 10, 2014
- Implementation Status of Outstanding Audit Recommendations Report as of July 10, 2014

**IV. Airport Concessions Disadvantaged Business Enterprise Presentation by Ron Evans, Director of Procurement**

Mary Zuckerman arrived during this presentation.

**V. Treasury Report**

Marge Basrai, Controller, presented the Treasury Investment Report and the Position by Issuer Report as of June 30, 2014, 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. CEO Comments**

Tom Naughton advised the Board of a pending audit with Envision Construction Management and would keep them posted with the findings of that audit.

**VII. Approval of Audit Reports**

Motion to approve Audit Reports by Mike Jackson; Supported by Mary Zuckerman

Ayes: Jackson, McNamara, Zuckerman

Nays: None

Abstained: None

Motion approved.

**VIII. Public Comment**

Kevin McNamara opened the meeting for Public Comment at 3:36 p.m.

There were no public comments.

**IX. The next meeting of the Wayne County Airport Authority Audit Committee is scheduled for Thursday, September 25, 2014 at 2:30 p.m. at the L.C. Smith Building, Conference Room 1, Detroit Metropolitan Airport.**

**X. Adjourn**

Motion to adjourn by Mary Zuckerman; Supported by Mike Jackson  
Motion unanimously approved.

Meeting was adjourned at 3:36 p.m.

## ATTENDANCE RECORD

Meeting of: Wayne County Airport Authority Audit Committee Meeting

Date/Time: July 10, 2014 at 2:30 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
Connie Slack	WCAA	WCAA	Treasury Manager	734-247-7909
Beth Binly		Plante Moran	Auditor	734-652-4886
Emily Neuberger	WCAA	WCAA	General Counsel	734-942-3825
Pam Hill	PJM	PJM	Auditor	810-766-6022
Kristy Exner		WCAA	Auth. Gov MGR	734-247-2223
Brian Holdaway		WCAA	FOIA Coordinator	734 247-7237
GREG HATCHER	WCAA	CONCESSIONS	DIR	734 942-3663

