

MINUTES

Wayne County Airport Authority Audit Committee Meeting December 14, 2016

I. Roll Call

Meeting of the Wayne County Airport Authority Audit Committee was called to order at 2:03 p.m. at Detroit Metropolitan Airport, L.C. Smith Building – Mezzanine, Conference Room 1:

Ronald Hall, Chairperson
Mike Jackson

Excused: Irma Clark-Coleman

Also Present: See attached sign-in sheet.

II. Approval of Minutes from September 14, 2016 Audit Committee Meeting

Motion by Mike Jackson; Supported by Ronald Hall
Ayes: R.Hall, Jackson
Nays: None
Motion approved.

III. External Audit Update from Pam Hill of Plante Moran

IV. Internal Audit Update

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-XLXI
- Audit Status Report-XLX
- Fraud and Ethics Hotline Cases as of December 7, 2016
- Implementation Status of Prior Audit Recommendations as of December 7, 2016
- 2016 Administration Building Construction Phase I Internal Audit Report
- 2017 Alamo Rent-A-Car and National Car Rental Internal Audit Report
- 2017 Enterprise Rent-A-Car Internal Audit Report
- 2017 Avis Rent-A-Car Internal Audit Report
- 2017 Budget and Payless Car Rental Internal Audit Report

- 2017 Travel and Business Expense Review
- 2016 Internal Audit Department Annual Report

V. Treasury Report

Marge Basrai, Controller, presented the Annual Treasury Report and Investment Report as of September 30, 2016, 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 3:33 p.m.

There were no public comments.

VII. The next meeting of the Wayne County Airport Authority Audit Committee is scheduled for Wednesday, March 8, 2017 at 2:00 p.m. at the Airport Authority Offices, 1 L C Smith Building, Detroit, MI 48242

VIII. Adjourn

Meeting was adjourned at 3:33 p.m.

ATTENDANCE RECORD

Meeting of: Wayne County Airport Authority Audit Committee Meeting

Date/Time: December 14, 2016 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
Kirsty Emer		WCAA	WCAA	247-2223
Brandi Holdaway		WCAA	WCAA	247-7237
Angela Dominaya		WCAA	WCAA	77217
Margo Sasra		WCAA	CONTROLLER WCAA	247-6775
Tom McCarthy		WCAA	VP FAC, DES + CONST	247 4923
Pam Hill		PJM	Audit partner	810-766-6022
Mike O'Sullivan		WCAA	Dir. - FP D+C	7-7917.
Kristen Debra		WCAA	Assistant Contractor	5-8771
Derek Muzil		WCAA	VP OPS	7-2802
Greg Richter		WCAA	CONCESSIONS	

