

MINUTES

Wayne County Airport Authority Audit Committee Meeting October 30, 2017

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
Irma Clark-Coleman

Excused – Marvin Beatty

Also Present: See attached sign-in sheet.

II. Approval of Minutes from June 28, 2017 Audit Committee Meeting

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

III. Treasury Report

Marge Basrai, Controller, presented the Quarterly Treasury Report and Investment Report as of June 30, 2017, 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 Plan Update, Beth Bialy and Ali Hijazi

V. 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-LIV
- Audit Status Report-LIII

- Fraud and Ethics Hotline Cases as of October 23, 2017
- Implementation Status of Prior Audit Recommendations as of October 23, 2017
- 2018 Ethics Ordinance Disclosure Statement Compliance Internal Audit Report
- 2018 AOA Access & Training Internal Audit Report
- 2017 Airport Police Evidence Room Management Process Internal Audit Report
- 2017 Swissport Fuel Services Internal Audit Report
- 2017 Unarmed Security Officer Agreement (HSS Security Inc.) Internal Audit Report
- 2017 Electronic Security Systems Agreement Internal Audit Report
- 2017 Internal Audit Department Annual Report

VI. Public Comment

Ronald Hall opened the meeting for Public Comment at 2:56 p.m.

There were no public comments.

VII. The next meeting of the Wayne County Airport Authority Audit Committee will be scheduled soon.

VIII. Adjourn

Meeting was adjourned at 2:57 p.m.

ATTENDANCE RECORD

Meeting of: Wayne County Airport Authority Audit Committee Meeting

Date/Time: October 30, 2017 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 |
|------------------|---------------------------------------|--|--------------------------------------|--------------|
| ALI HIZAZI | 1098 caswell way DETROIT, MI 48228 | PLANTE + MORAN | Senior Manager | 313-496-8546 |
| Janet Baxter | DTW | Security | Chief | 734 942 3747 |
| CHRISTINE ACKER | DTW | Security | Systems Mgr | 734-247-7378 |
| Beth Bily | 1098 Woodward Detroit MI | Plante Moran | Partner | 734 652 8886 |
| Angela Roman | WCAA | WCAA | Internal Audit | x77217 |
| W Sutter | " | " | Bus Dev | 77233 |
| Marty KolaKowski | DTW | - | - | 734.365.1825 |
| Tom McCarrick | WCAA | WCAA | VP | 2474923 |
| Kristy Exner | WCAA | WCAA | Dep Director Authority Governance | 247-7333 |

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|-----------------|-----------------|--|-----------------|-------------------|
| Chad Newton | WCAA | Public Safety | Vice President | 734 699 6999 |
| Darrel Brown | WCAA | LI | Chair | LI |
| Reaney Williams | WCAA | HR | DIRECTOR | 734 247 2444 |
| B. Sadek | WCAA | legal | UP legal | 2-3557 |
| Jim Lee | " | DR | VP | |
| Grayson Smith | WCAA | HR | Project manager | |
| Onnie Jacque | WCAA | Legal | General Counsel | (734) 247-2751 |
| Marge Basrai | WCAA | WCAA | Controller | |
| Arnold White | WCAA | HR | Director | 247-7111 |