

## MINUTES

### Wayne County Airport Authority Audit Committee Meeting January 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  
Irma Clark-Coleman

Also Present: See attached sign-in sheet.

#### II. Approval of Minutes from October 30, 2017 Audit Committee Meeting

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

#### III. External Audit Plan Update, Pam Hill, Ali Hijazi, and Stephanie Atkinson

#### IV. Treasury Report, Marcus Hudson, Chief Financial Officer

Marcus Hudson, presented the Annual Treasury and Investment Report as of September 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.

#### 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-LV
- Audit Status Report-LIV
- Fraud and Ethics Hotline Cases as of January 22, 2018

- Implementation Status of Prior Audit Recommendations as of January 22, 2018
- 2018 Business & Travel Expense Review Internal Audit Report
- 2017 Airfield Operations (DTW) Internal Audit Report
- 2017 Airfield Operations (YIP) Internal Audit Report
- 2018 Dillon Energy Internal Audit Report
- 2018 Moylan Energy Internal Audit Report
- 2018 Metro Energy Internal Audit Report
- 2018 Utility Management Process Internal Audit Report
- 2017 Administrative Building Phase II Internal Audit Report

#### **VI. Public Comment**

Ronald Hall opened the meeting for Public Comment at 3:52 p.m.

There were no public comments.

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

#### **VIII. Adjourn**

Meeting was adjourned at 3:52 p.m.

## ATTENDANCE RECORD

Meeting of: Wayne County Airport Authority Audit Committee Meeting

Date/Time: January 29, 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
Kristy Exner		WCAA	DD - Authority Governance	
Brandi Holdaway		WCAA	FOIA COORDINATOR	
ALI HOAZI	10918 Woodward Detroit, MI 48242	Plante Moran	SR. MANAGER	313-496-8546
Abouk-Dou	WCAA	WCAA	DR	
MIKE O'SULLIVAN	WCAA	WCAA	DIR - FACILITIES, CONSTRUCTION DESIGN & CONSTRUCTION	734-247-7917
Pam Hill	PM	Plante Moran	Partner	811-766-6022
Stephanie Hahn	↓	↓	In-charge	
John Philbrook	WCAA	Power Systems	Director	247-2146
Nendy Sutton	WCAA	BORE/VEP	VP	77233

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NAME	MAILING ADDRESS	REPRESENTING (Company, Community, etc.)	TITLE/POSITION	PHONE NUMBER
TOM MCCARTHY	WCAA	WCAA	VP. F.D&C	247 4923

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NAME	MAILING ADDRESS	REPRESENTING (Company, Community, etc.)	TITLE/POSITION	PHONE NUMBER
Heather Day	WCAA	WCAA-HR	Dir / Ben / Comp	77902
Onna Jacque	WCAA	WCAA - Legal	GC	7-2751
Mindy Haner	WCAA	WCAA	DP	
Kristen Deoben	WCAA	WCAA - Controller	Assistant Controller	9-8771
MATT McEwan	WCAA			
B. Sudek	WCAA	WCAA - Legal	VP, legal / Auth Affairs	2-3557
J. Montgomery	WCAA		VP ops.	

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