

DRAFT 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 Cusumano 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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NAME	MAILING ADDRESS	REPRESENTING (Company, Community, etc.)	TITLE/POSITION	PHONE NUMBER
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	"	port	VP	
Grayson Smith	WCAA	HR	Project manager	
Onnie Jacque	WCAA	Legal	General Counsel	(734) 247-2751
Marge Basrai	WCAA	WCAA	Controller	
Herold White	WCAA	HR	Director	247-7111