



**Minutes of the Meeting
of the
Utah Transit Authority Audit Committee
held at UTA FrontLines Headquarters located at
669 West 200 South, Salt Lake City, Utah
February 13, 2019**

Audit Committee Members Present:

Carlton Christensen, Chair
Beth Holbrook
Kent Millington
Troy Walker (via telephone)

Audit Committee Members Excused/Not in Attendance: Jeff Acerson

Also attending were members of UTA staff.

Welcome and Call to Order. Chair Christensen welcomed attendees and called the meeting to order at 3:05 p.m. with three committee members present and one committee member joining via telephone. Following Chair Christensen’s opening remarks, the board and meeting attendees recited the Pledge of Allegiance.

Safety Minute. Chair Christensen yielded the floor to Sheldon Shaw, UTA Manager of Safety, for a brief safety message.

2019 Audit Plan. Riana de Villiers, UTA Chief Internal Auditor, spoke about the risk assessment process, the top ten identified risks, and the draft internal audit plan. Discussion ensued. Questions on comparing the executive risk assessment to the internal audit risk assessment, the definition of “access” as it is used in the assessment, leadership as a risk, whether the proposed payroll audit will assess the effectiveness of the new payroll software, which business units have the highest risks in human capital, the mix of human capital risk, operator turnover rates, factors contributing to operator turnover, how a payroll audit will impact human capital risks, what depth of leadership exists in the organization, how knowledge capital is retained, what knowledge capital entails, existing standards for retention of knowledge capital, how the

federal monitor is looking at compliance risks, how the internal audits on liquidity/cash flow differ from external financial audits, what procedures are in place to protect sensitive information, what protections are in place against outside intrusion on trains, data center management and audits, number of software license agreements, looking at issues that are unique to the agency outside of federal regulations, and how unique costs impact project life cycles were posed by the committee and answered by staff. Ms. de Villiers was joined by Eddy Cumins, UTA Chief Operating Officer, Kim Ulibarri, UTA Chief People Officer, and Dan Harmuth, UTA IT Director, who participated in the conversation.

A motion to adopt the 2019 Audit Plan was made by Committee Member Millington and seconded by Committee Member Holbrook. The motion carried unanimously.

2018 Fourth Quarter Audit Report. Ms. de Villiers summarized the agency's compliance to internal audit recommendations.

Other Business.

Next Meeting. The next audit committee meeting is tentatively scheduled for June 10, 2019.

Adjournment. The meeting was adjourned at 4:08 p.m. by motion.

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This document is not intended to serve as a full transcript as additional discussion may have taken place; please refer to the meeting materials, audio, or video located at <https://www.utah.gov/pmn/sitemap/notice/515005.html> for entire content.

This document along with the digital recording constitute the official minutes of this meeting.