

**METROPOLITAN COUNCIL**  
390 North Robert Street, St. Paul, Minnesota 55101

**REGULAR MEETING OF THE AUDIT COMMITTEE**  
Wednesday, September 24, 2008

Committee Members Present     Lynette Wittsack, Chair, Gene VanOverbeke, Chuck Denninger, Sherry Broecker, Dan Wolter

**CALL TO ORDER**

A quorum being present, Committee Chair Lynette Wittsack called the quarterly meeting of the Council's Audit Committee to order at 12:01 p.m. on Wednesday, September 24, 2008.

**APPROVAL OF AGENDA AND MINUTES**

It was moved by Sherry Broecker, seconded by Dan Wolter to approve the agenda. **The motion carried.**

It was moved by Chuck Denninger, seconded by Sherry Broecker to approve the minutes of the June 25, 2008 second quarter meeting of the Audit Committee. **The motion carried.**

**INFORMATION**

Director's Report

Katie Shea, Director of Program Evaluation and Audit, gave an update to the Committee.

- A statewide review was completed by the Legislative Auditors and focused on the General Obligation Bond Funds. The Metropolitan Council's Parks division had only a minor mention in the report. The corrective actions have already been implemented.

- The state CIO generated a new policy requiring laptop encryption to address the recent security breaches that have occurred within certain state agencies in the past year or so. Tom Weaver asked that the Council review its laptops and found that we are in compliance with state policy in regards to this security issue.

- There are two reviews conducted by the Federal Transit Administration that will be reported to the Audit Committee: Transit Title VI – Federal Civil Rights Act and a review of Procurement Systems of all transit transportation projects. The results of these reviews are expected soon.

**BUSINESS**

2008-A11 Cellular Phone Usage and Administration

Katie Shea gave a presentation of the report to the Committee. It was moved by Chuck Denninger, seconded by Dan Wolter to approve the report. **The motion carried.**

2008-A10 Metro Transit – Non Rail Construction Projects – DBE Compliance

Robert Lundberg, Audit Team Leader, gave a presentation of the report to the Committee. It was moved by Gene VanOverbeke, seconded by Chuck Denninger to approve the report. **The motion carried.**

2008-A12 Drug and Alcohol Testing

Audit Interns Tawnya Gelle and Chelsea Magadance gave a presentation of the report to the Committee. It was moved by Dan Wolter, seconded by Sherry Broecker to approve the report. **The motion carried.**

2008-A13 Property Acquisition

Celina Davidson, Auditor II, gave a presentation of the report to the Committee. It was moved by Gene VanOverbeke, seconded by Chuck Denninger to approve the report. **The motion carried.**

**OTHER BUSINESS**

MN State Auditor's Entrance Conference

Randy Vogt, MN State Auditor was here to discuss the upcoming Management and Compliance review for the Metropolitan Council of the Twin Cities Area for FY End 2008, in accordance with new auditing standards **SAS No. 114 – *The Auditor's Communications With Those Charged With Governance.***

**ADJOURNMENT**

Business completed, the meeting adjourned at 2:06 p.m.

Respectfully submitted,

Mary New  
Recording Secretary