

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY  
AUDIT COMMITTEE MEETING  
MINUTES  
MONDAY SEPTEMBER 11, 2017  
BOARD ROOM**

**CALL TO ORDER:** Chair Robinson called the Audit Committee Meeting to order at 10:00 a.m., on Monday, September 11, 2017, in the Board Room of the San Diego International Airport, Administration Building, 3225 N. Harbor Drive, San Diego, CA 92101.

**PLEDGE OF ALLEGIANCE:** Chair Robinson led the Pledge of Allegiance.

**ROLL CALL:**

Present:                      Committee Members:              Gleason, Hollingworth, Robinson (Chair),  
Sessom, Tartre

Absent:                      Committee Members:              Schumacher, Van Sambeek

Also Present:    Kimberly J. Becker, President/CEO; Amy Gonzalez, General Counsel;  
Tony R. Russell, Director, Corporate and Information Governance/  
Authority Clerk; Ariel Levy Mayer, Assistant Authority Clerk I

**NON-AGENDA PUBLIC COMMENT:** None.

**PRESENTATIONS:**

**A.    PRESENTATION ON CYBER SECURITY**

Rick Belliotti, Director, Innovation & Small Business Development, provided a presentation on Cyber Security, which included Cyber Security Current State, Threats and Incident Handling, and Cyber Security Future State.

**NEW BUSINESS:**

**1.    APPROVAL OF MINUTES:**

RECOMMENDATION: Approve the minutes of the May 15, 2017, regular meeting.

**ACTION: Moved by Committee Member Tartre and seconded by Committee Member Hollingworth to approve staff's recommendation. Motion carried unanimously, noting Board Member Sessom's ABSTENTION and Board Member Schumacher and Committee Member Van Sambeek as ABSENT.**

**2.    FISCAL YEAR 2017 ANNUAL REPORT FROM THE AUDIT COMMITTEE:**

RECOMMENDATION: Staff recommends that the Audit Committee forward this item to the Board with a recommendation for acceptance.

**ACTION:** Moved by Committee Member Hollingworth and seconded by Board Member Sessom to approve staff's recommendation. Motion carried unanimously, noting Board Member Schumacher and Committee Member Van Sambeek as ABSENT.

**3. FISCAL YEAR 2017 ANNUAL AUDIT ACTIVITIES REPORT FROM THE OFFICE OF THE CHIEF AUDITOR:**

Mark A. Burchyett, Chief Auditor; and Fred Bolger, Manager, Audit Services, provided a presentation on the Fiscal Year 2017 Annual Audit Activities Report from the Office of the Chief Auditor, which included Audit Activities, Recommendation Follow-up, Performance Measures, and Summary of Ethics Inquiries.

**RECOMMENDATION:** Staff recommends that the Audit Committee forward this item to the Board with a recommendation for acceptance and provide, if necessary, direction to staff on audit recommendations. *(Requires five (5) affirmative votes of the Audit Committee)*

**ACTION:** Moved by Board Member Sessom and seconded by Committee Member Tartre to approve staff's recommendation. Motion carried unanimously, noting Board Member Schumacher and Committee Member Van Sambeek as ABSENT.

**4. ETHICS PROGRAM UPDATE:**

Callie Ullman, Senior Auditor, provided a presentation on the Ethics Program Update, which included Ethics Training and Ethics Activity.

Board Member Sessom questioned the noticeable reduction of Ethics concerns reported compared to prior years.

Board Member Gleason questioned the noticeable reduction of Ethics concerns reported for General Workplace Concerns and stated that there may be a claim suppression issue.

Committee Member Hollingworth suggested using an external service to receive complaints from internal employees. He also suggested that staff check Glassdoor for any employee comments, stating that if employees are afraid to complain internally they will usually comment on this website.

**NON-AGENDA PUBLIC COMMENT:** None.


**COMMITTEE MEMBER COMMENTS:** None.

**ADJOURNMENT:** The meeting was adjourned at 10:51 a.m.

APPROVED BY A MOTION OF THE AUDIT COMMITTEE OF THE SAN DIEGO  
COUNTY REGIONAL AIRPORT AUTHORITY THIS 20<sup>th</sup> DAY OF NOVEMBER, 2017.

  
MARK A. BURCHYETT  
CHIEF AUDITOR

ATTEST:

  
TONY R. RUSSELL  
DIRECTOR, CORPORATE & INFORMATION  
GOVERNANCE/AUTHORITY CLERK