

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
AUDIT COMMITTEE
MINUTES
MONDAY, SEPTEMBER 13, 2021
BOARD ROOM**

CALL TO ORDER: Chair Vann called the Audit Committee Meeting to order at 10:00 a.m., on Monday, September 13, 2021, electronically and via teleconference, pursuant to Executive Order N-08-21, at the San Diego International Airport, Administration Building, 3225 N. Harbor Drive, San Diego, CA 92101.

ROLL CALL:

Present: Committee Members: Blakespear, Casillas Salas, Lloyd, Newsom, Vann (Chair), Vargas, Wong Nickerson

Absent: Committee Members: None

Also Present: Kimberly J. Becker, President/CEO; Amy Gonzalez, General Counsel; Tony R. Russell, Director, Board Services/Authority Clerk; Dustin Heick, Assistant Authority Clerk I

PRESENTATIONS:

NON-AGENDA PUBLIC COMMENT: None

NEW BUSINESS:

1. APPROVAL OF MINUTES:

RECOMMENDATION: Approve the minutes of the May 10, 2021, regular meeting and the June 21, 2021, special meeting.

ACTION: Moved by Board Member Casillas Salas and seconded by Board Member Vargas to approve staff's recommendation. Motion carried unanimously noting Committee Member Newsom's ABSTENTION and Committee Member Wong Nickerson as ABSENT.

2. FISCAL YEAR 2021 ANNUAL REPORT FROM THE AUDIT COMMITTEE:

Carmen Vann, Audit Committee Chair, provided an overview of the report.

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

ACTION: Moved by Committee Member Newsom and seconded by Board Member Lloyd to approve staff's recommendation. Motion carried unanimously.

3. FISCAL YEAR 2021 ANNUAL REPORT FROM THE OFFICE OF THE CHIEF AUDITOR:

Lee Parravano, Chief Auditor, provided a presentation on the Fiscal Year 2021 Annual Report from the Office of the Chief Auditor that included Fiscal Year 2021 Performance Measures, Engagements Completed in 4th Quarter, General Audit Activities – Recommendation Follow-Up, General Audit Activities – Ethics, General Audit Activities – Quality Assurance and Improvement Program (QAIP) and Audit Spotlight – Automobile Citations.

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

(Requires five (5) affirmative votes of the Audit Committee.)

ACTION: Moved by Board Member Vargas and seconded by Committee Member Newsom to approve staff's recommendation. Motion carried unanimously.

4. ANNUAL REVIEW OF THE CHARTER OF THE AUDIT COMMITTEE:

Lee Parravano, Chief Auditor, provided a presentation on the Annual Review of the Charter of the Audit Committee.

RECOMMENDATION: Staff recommends that the Audit Committee accept the proposed revision to the charter and forward this item to the Board with a recommendation for approval.

ACTION: Moved by Board Member Blakespear and seconded by Committee Member Newsom to approve staff's recommendation. Motion carried unanimously.

5. ANNUAL REVIEW OF THE CHARTER FOR THE OFFICE OF THE CHIEF

AUDITOR:

Lee Parravano, Chief Auditor, provided a presentation on the Annual Review of the Charter for the Office of the Chief Auditor.

RECOMMENDATION: Staff recommends that the Audit Committee accept the proposed revision to the charter and forward this item to the Board with a recommendation for approval.

ACTION: Moved by Board Member Blakespear and seconded by Board Member Lloyd to approve staff's recommendation. Motion carried unanimously.

6. REVISION TO THE FISCAL YEAR 2022 AUDIT PLAN OF THE OFFICE OF THE CHIEF AUDITOR:

Lee Parravano, Chief Auditor, provided a presentation on the Revision to the Fiscal Year 2022 Audit Plan of the Office of the Chief Auditor.

RECOMMENDATION: Staff recommends that the Audit Committee accept the revised audit plan and forward it to the Board with a recommendation for approval. *(Requires five (5) affirmative votes of the Audit Committee.)*

ACTION: Moved by Board Member Casillas Salas and seconded by Board Member Vargas to approve staff's recommendation. Motion carried unanimously.

7. REVIEW OF AUTHORITY CODE 2.08 – PROHIBITED CONFLICTS OF INTEREST:

Lee Parravano, Chief Auditor, provided a presentation on the Review of the Authority Code 2.08 – Prohibited Conflicts of Interest.

RECOMMENDATION: Information item only.

COMMITTEE MEMBER COMMENTS: None.

ADJOURNMENT: The meeting adjourned at 10:43 a.m.

APPROVED BY A MOTION OF THE AUDIT COMMITTEE OF THE SAN DIEGO COUNTY
REGIONAL AIRPORT AUTHORITY THIS 15th DAY OF NOVEMBER, 2021.



LEE PARRAVANO
CHIEF AUDITOR

ATTEST:



TONY R. RUSSELL
DIRECTOR, BOARD SERVICES/
AUTHORITY CLERK