

Draft
SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
AUDIT COMMITTEE MEETING
MINUTES
MONDAY, SEPTEMBER 11, 2023
BOARD ROOM

CALL TO ORDER: Chair Newsom called the Audit Committee Meeting to order at 10:00 a.m., on Monday, September 11, 2023, at the San Diego County Regional Airport Authority, Administration Building, 3225 North Harbor Drive, San Diego, CA 92101.

PLEDGE OF ALLEGIANCE: Board Member Sanchez led the Pledge of Allegiance.

ROLL CALL:

Present: Committee Members: Martinez, Newsom (Chair), Perez, Sanchez

Absent: Committee Members: Casillas Salas, Huerta, Wong Nickerson

Also Present: Kimberly J. Becker, President/CEO; Lee Kaminetz, General Counsel;
Tony R. Russell, Director, Board Services/Authority Clerk; Patricia Willis,
Assistant Authority Clerk I

NON-AGENDA PUBLIC COMMENT: None.

NEW BUSINESS:

1. APPROVAL OF MINUTES:

RECOMMENDATION: Approve the minutes of the May 8, 2023, special meeting.

ACTION: Moved by Board Member Sanchez and seconded by Board Member Martinez to approve staff's recommendation. Motion carried unanimously noting Board Member Casillas Salas, and Committee Members Huerta and Wong Nickerson as ABSENT.

2. FISCAL YEAR 2023 ANNUAL REPORT FROM THE AUDIT COMMITTEE:

Chair Newsom provided an overview of the Fiscal Year 2023 Annual Report from the Audit Committee.

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

ACTION: Moved by Board Member Sanchez and seconded by Board Member Martinez to approve staff's recommendation. Motion carried unanimously noting Board Member Casillas Salas, and Committee Members Huerta and Wong Nickerson as ABSENT.

3. FISCAL YEAR 2023 ANNUAL REPORT FROM THE OFFICE OF THE CHIEF AUDITOR:

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: The item was not heard and was continued to the regularly scheduled November meeting.

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

Fred Bolger, Manager, Audit Services, provided a presentation on the Annual Review of the Charter of the Audit Committee.

RECOMMENDATION: Information item only.

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

Fred Bolger, Manager, Audit Services, provided a presentation on the Annual Review of the Charter for the Office of the Chief Auditor that included Removing an Obsolete Detailed Reporting Process from the Charter.

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

ACTION: Moved by Board Member Martinez and seconded by Board Member Sanchez to approve staff's recommendation. Motion carried unanimously noting Board Member Casillas Salas, and Committee Members Huerta and Wong Nickerson as ABSENT.

6. REVISION TO THE FISCAL YEAR 2024 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: The item was not heard and was continued to the regularly scheduled November meeting.

7. SELECTION OF AN INDEPENDENT ASSESSOR TO PERFORM A QUALITY ASSESSMENT REVIEW OF THE OFFICE OF THE CHIEF AUDITOR

Lee Parravano, Chief Auditor, provided a presentation on the Selection of an Independent Assessor to Perform a Quality Assessment Review (QAR) of the Office of the Chief Auditor that included QAR Purpose; QAR Frequency & Form; ALGA Qualifications; and QAR Costs & Commitment.

RECOMMENDATION: Information item only.

REPORT ON CLOSED SESSION:

COMMITTEE MEMBER COMMENTS:

ADJOURNMENT: The meeting adjourned at 10:13 a.m.

APPROVED BY A MOTION OF THE AUDIT COMMITTEE OF THE SAN DIEGO COUNTY
REGIONAL AIRPORT AUTHORITY THIS 13th DAY OF NOVEMBER 2023.



LEE PARRAVANO
CHIEF AUDITOR

ATTEST:



TONY R. RUSSELL
DIRECTOR, BOARD SERVICES/
AUTHORITY CLERK