

MEETING OF THE SAN DIEGO METROPOLITAN TRANSIT SYSTEM  
AUDIT OVERSIGHT COMMITTEE  
1255 Imperial Avenue, Suite 1000  
San Diego, CA 92101

July 16, 2020

## MINUTES

[Clerk's note: Except where noted, public, staff and board member comments are paraphrased. Note that the meeting was conducted via webinar to comply with public health orders].

1. ROLL CALL

Vice Chair Sotelo-Solis called the Audit Oversight Committee meeting to order at 9:02 a.m. A roll call sheet listing Audit Oversight Committee member attendance is attached.

2. APPROVAL OF MINUTES

Mr. Arambula moved for approval of the minutes of the November 7, 2019, MTS Audit Oversight Committee meeting. Mr. Ward seconded the motion, and the vote was 4 to 0 in favor with Chair Fletcher absent.

3. PUBLIC COMMENTS

There were no Public Comments.

### COMMITTEE DISCUSSION ITEMS

4. The Pun Group Engagement Letter for the Fiscal Year (FY) 2020 Audit (Erin Dunn)

Erin Dunn, MTS Controller, provided a brief update regarding The Pun Group Engagement Letter for FY 2020 Audit. Ms. Dunn noted that every year staff brings the audit Engagement Letter to the Audit Oversight Committee for their review. She noted that the letter is in the same form as the previous year with no differences.

Action Taken

No action taken.

5. Interim Audit (Erin Dunn and Coley Delaney of The Pun Group)

Ms. Dunn introduced Coley Delaney of The Pun Group to provide a report on the interim audit. Mr. Delaney discussed the scope of work; management responsibilities; auditor responsibilities; approach to the audit; planning and risk assessment details; and the implementation of new Governmental Accounting Standards Board (GASB) standards.

Action Taken

No action taken.

6. Internal Audit Activity Update Report (Toufic Tabshouri)

Toufic Tabshouri, Internal Auditor, provided a presentation on the internal audit activity. He reviewed the details of recent completed audits; audits in process; risk assessment and audit selections; tentative audits for calendar year 2021; and other activities and initiatives.

Mr. Arambula commented about the risk management and public liability claims audit. He noted he would be recommending in the future for staff to determine if it would be beneficial to retain a third party administrator to help reduce costs.

Action Taken

No action taken.

OTHER ITEMS

7. COMMITTEE MEMBER COMMUNICATIONS AND OTHER BUSINESS

There were no Committee Member communications.

8. NEXT MEETING DATE

The next Audit Oversight Committee meeting will be determined.

9. ADJOURNMENT

Vice Chair Sotelo-Solis adjourned the meeting at 9:31 a.m.

/S/ Nathan Fletcher  
Chairperson

Attachment: Roll Call Sheet

**AUDIT OVERSIGHT COMMITTEE**  
**SAN DIEGO METROPOLITAN TRANSIT SYSTEM**

ROLL CALL

MEETING OF (DATE) July 16, 2020

CALL TO ORDER (TIME) 9:02 a.m.

RECESS \_\_\_\_\_

RECONVENE \_\_\_\_\_

CLOSED SESSION \_\_\_\_\_

RECONVENE \_\_\_\_\_

ADJOURN 9:31 a.m.

BOARD MEMBER	(Alternate)	PRESENT (TIME ARRIVED)	ABSENT (TIME LEFT)
ARAMBULA	<input checked="" type="checkbox"/> (Hall) <input type="checkbox"/>	9:00 a.m.	9:31 a.m.
FLETCHER (Chair)	<input type="checkbox"/> (Cox) <input type="checkbox"/>		
SALAS	<input checked="" type="checkbox"/> (Sandke) <input type="checkbox"/>	9:00 a.m.	9:31 a.m.
SOTELO-SOLIS	<input checked="" type="checkbox"/> (Vice Chair – no alternate)	9:00 a.m.	9:31 a.m.
WARD	<input checked="" type="checkbox"/> (Montgomery) <input type="checkbox"/>	9:00 a.m.	9:31 a.m.

SIGNED BY THE CLERK OF THE BOARD:

*for* Julia Turner

CONFIRMED BY THE GENERAL COUNSEL:

Kelli Cord