



Utah Transit Authority

Audit Committee

REGULAR MEETING AGENDA

669 West 200 South
Salt Lake City, UT 84101

Monday, September 23, 2024

3:00 PM

FrontLines Headquarters

UTA Audit Committee will meet in person at UTA FrontLines headquarters (FLHQ) 669 W. 200 S. Salt Lake City, UT. 84101

1. **Call to Order & Opening Remarks** Chair Carlton Christensen
2. **Safety First Minute** Patrick Preusser
3. **Consent** Chair Carlton Christensen
 - a. Approval of July 11, 2024 Audit Committee Meeting Minutes
4. **Audit Committee Actions**
 - a. Internal Audit Charter Approval Mike Hurst
5. **Internal Audit Update**
 - a. Internal Audit Update Mike Hurst
 - 2024 Audit Plan Status
 - Other Internal Audit Activities
 - b. Open Issues Follow Up Report Mike Hurst
6. **Internal Audit Reports**
 - a. Payroll Process Preliminary Assessment (R-24-06) Mike Hurst
Luke Barber
Mary Ann Schwalbendorf
Sandra Evans
 - b. Follow-up of the Limited Scope Assessment of the Vendor Master File Review (R-23-05) Mike Hurst
Viola Miller
Eric Barrett
 - c. Fleet Engineering Follow-up (R-22-04) Luke Barber
Nathan Hess
Phillip Burtcher
7. **Other Business** Chair Carlton Christensen

- a. Next Meeting: Monday, December 16, 2024 at
3:00 p.m.

8. Adjourn

Chair Carlton Christensen

Meeting Information:

- Special Accommodation: Information related to this meeting is available in alternate format upon request by contacting adacompliance@rideuta.com or (801) 287-3535. Request for accommodations should be made at least two business days in advance of the scheduled meeting.
- All members of the Audit Committee and meeting presenters will participate in person, however committee members may join electronically as needed with 24 hours advance notice.
- Meeting proceedings may be viewed remotely by following the instructions and link on the UTA Public Meeting Portal - <https://rideuta.legistar.com/Calendar.aspx>
- In the event of technical difficulties with the remote connection or live-stream, the meeting will proceed in person and in compliance with the Open and Public Meetings Act.
- Public Comment will not be taken at this meeting, but general comment may be given online through <https://www.rideuta.com/Board-of-Trustees>. Comments may also be sent via e-mail to boardoftrustees@rideuta.com
- Meetings are audio and video recorded and live-streamed.
- Motions, including final actions, may be taken in relation to any topic listed on the agenda.