

New York State Bridge Authority Audit Committee Meeting Minutes of June 9, 2020

The New York State Bridge Authority's Audit Committee met via teleconference/zoom at 11:08 am on June 9, 2020.

In addition to Audit Committee members Chairman Roger P. Higgins, and Committee members Henry J. Stanton and Diane Jablonski those in attendance included:

Roderick O. Dressel
Richard Gerentine
Tara Sullivan
Brian Bushek
Carl G. Whitbeck, Jr., Esq.

Upon a motion made by Ms. Jablonski and seconded by Mr. Stanton the minutes of the March 20, 2020 Committee of the Whole meeting was approved unanimously.

Mr. Bushek reviewed the 2020 Engagement Letter and Audit Plan for the Internal Control System Auditor. In May 2016 the Authority ran an RFP and awarded in June 2016 the contract to Tronconi, Segarra & Associates. The original contract had a three year term and the option of two additional one year extensions at the discretion of the Authority.

The Internal Controls System Audit achieves the objectives identified within the engagement letter supporting the Authority by evaluating the effectiveness of internal controls. The Internal Controls System Auditor has developed the Audit Plan. This audit plan builds upon the previously provided audit plans given to the Audit Committee based on three year cycles that began in 2011. This plan outlines the major Authority functions, assesses the risk associated with each function, and provides an outline for the 2020 testing.

The purpose of this audit is not to detect fraud, though any fraud indicated will be brought to the attention of the Audit Committee. The objective is to review each area and determine whether controls adequately mitigate risk to the Authority. The approach is outlined in the Audit Plan to be executed this year.

For 2020, the Internal Auditor will perform Audit work on the following: Payroll, Personnel, Benefits, Facilities Inspection, Maintenance Programs and Toll Collection & Revenues. Note that Toll Collection & Revenues is considered high risk for the Authority. The total not to exceed fee for the 2020 engagement is \$20,500, consistent with the original proposal.

Upon a motion made by Mr. Stanton, seconded by Ms. Jablonski, the 2020 Internal

Control Systems Auditor – Internal Audit Plan and Engagement Letter was accepted unanimously.

Mr. Bushek reviewed the Audit of Year End 2020 Financial Statements Engagement Letter. Mr. Bushek indicated that in July 2016, the Authority advertised a Request for Proposal (RFP) for the subject services and awarded a contract to EFPR for \$16,900 per year. EFPR has also agreed to engage a sub-contractor to meet the Authority's MWBE goals. Based on our satisfaction with the Authority's prior audits and the cost Mr. Bushek recommended the Audit Committee and the Board approve the 2020 Engagement Letter to EFPR Group.

Upon a motion made by Mr. Stanton, seconded by Ms. Jablonski, the Audit of Year End 2020 Financial Statements was accepted unanimously.

Having no other business, the meeting adjourned at 11:12am.