



AGENDA

Finance and Administration Committee Meeting

Committee Members

Andrew Do, Chairman
Steve Jones, Vice Chairman
Michael Hennessey
Richard Murphy
Miguel Pulido
Todd Spitzer
Michelle Steel

Orange County Transportation Authority
Headquarters
550 South Main Street
Board Room – Conf. Room 07
Orange, California

Wednesday, July 26, 2017 at 10:30 a.m.

Any person with a disability who requires a modification or accommodation in order to participate in this meeting should contact the OCTA Clerk of the Board, telephone (714) 560-5676, no less than two (2) business days prior to this meeting to enable OCTA to make reasonable arrangements to assure accessibility to this meeting.

Agenda descriptions are intended to give members of the public a general summary of items of business to be transacted or discussed. The posting of the recommended actions does not indicate what action will be taken. The Committee may take any action which it deems to be appropriate on the agenda item and is not limited in any way by the notice of the recommended action.

All documents relative to the items referenced in this agenda are available for public inspection at www.octa.net or through the Clerk of the Board's office at the OCTA Headquarters, 600 South Main Street, Orange, California.

Call to Order

Pledge of Allegiance

Director Spitzer

1. Public Comments

Special Calendar

There are no Special Calendar matters.

Consent Calendar (Items 2 through 5)

All items on the Consent Calendar are to be approved in one motion unless a Committee Member or a member of the public requests separate action or discussion on a specific item.

2. Approval of Minutes

Approval of the minutes of the Finance and Administration Committee meeting of July 12, 2017.



3. Fiscal Year 2016-17 Internal Audit Plan, Fourth Quarter Update
Janet Sutter

Overview

The Orange County Transportation Authority Board of Directors adopted the Orange County Transportation Authority Internal Audit Department Fiscal Year 2016-17 Internal Audit Plan on July 25, 2016. This update is for the fourth quarter of the fiscal year.

Recommendation

Receive and file the fourth quarter update to the Orange County Transportation Authority Internal Audit Department Fiscal Year 2016-17 Internal Audit Plan as an information item.

4. Draft Fiscal Year 2017-18 Internal Audit Plan
Janet Sutter

Overview

At the direction of the Orange County Transportation Authority's Board of Directors, the Internal Audit Department develops and implements an annual risk-based Internal Audit Plan. Implementation of an annual Internal Audit Plan assists management in evaluating the effectiveness and efficiency of projects, programs, and operations, while ensuring that adequate controls and safeguards are in place to protect the Orange County Transportation Authority's assets and resources.

Recommendations

- A. Approve the Draft Fiscal Year 2017-18 Internal Audit Plan.
- B. Direct the Executive Director of Internal Audit to provide quarterly updates on the Fiscal Year 2017-18 Internal Audit Plan.



5. **Orange County Transportation Authority Investment and Debt Programs Report - June 2017**
Rodney Johnson/Andrew Oftelie

Overview

The Orange County Transportation Authority has a comprehensive investment and debt program to fund its immediate and long-term cash flow demands. Each month, the Treasurer submits a report detailing investment allocation, performance, compliance, outstanding debt balances, and credit ratings for the Orange County Transportation Authority's debt program. This report is for the month ending June 30, 2017. The report has been reviewed and is consistent with the investment practices contained in the Investment Policy.

Recommendation

Receive and file as an information item.

Regular Calendar

There are no Regular Calendar items scheduled.

Discussion Items

6. **Orange County Transportation Authority Cyber-Security Update**
William Mao/Andrew Oftelie

Finance and Administration Committee Chairman Do has requested periodic updates on the progress staff is making on Orange County Transportation Authority's Cyber-Security Roadmap. This presentation reviews progress to date, as well as the status of ongoing cyber-security projects.

7. **Chief Executive Officer's Report**
8. **Committee Members' Reports**



9. Closed Session

A Closed Session will be held pursuant to Government Code Section 54956.8 to discuss the price and terms of payment for the lease of real properties located at 2275 Sampson Street, Corona, California, 4740 Green River Road, Corona, California, 355 East Rincon Street, Corona, California, and 301 Corporate Terrace, Corona, California. The negotiator for the Orange County Transportation Authority is Andrew Oftelie. The real property owners are C.P.I. Properties, HGN Corona Partners, LLC, Providence Corona II, LLC, and Riverside County Transportation Commission, respectively, and the negotiators for each property will be designated by the property owners.

10. Adjournment

The next regularly scheduled meeting of this Committee will be held at **10:30 a.m. on Wednesday, August 23, 2017**, at the Orange County Transportation Authority Headquarters, 550 South Main Street, Board Room - Conference Room 07, Orange, California.