



COMMITTEE TRANSMITTAL

September 25, 2017

To: Members of the Board of Directors
From: Laurena Weinert, Clerk of the Board
Subject: Contracted Fixed-Route Operations, Internal Audit Report No. 17-508

Finance and Administration Committee Meeting of September 13, 2017

Present: Directors Do, Hennessey, Jones, R. Murphy, Pulido, Spitzer, and Steel
Absent: None

Committee Vote

This item was passed by the Members present.

Directors Jones and Spitzer were not present to vote on this item.

Committee Recommendations (reflects a change from staff recommendation)

- A. Direct staff to implement six recommendations provided in Contracted Fixed-Route Operations, Internal Audit Report No. 17-508.
- B. Direct staff to write an internal procedure governing penalty waivers and approvals, then return to the Finance and Administration Committee with an update.
- C. Include a schedule of all penalties, incentives, and penalty waivers in the "Transit Division Performance Measurements Report."