



**Audit Committee Meeting
June 17, 2019
Minutes**

The Audit Committee Meeting of the Board of Directors of the Las Vegas Convention and Visitors Authority (LVCVA) was held on June 17, 2019, at the Las Vegas Convention Center, 3150 Paradise Road, Las Vegas, Nevada 89109. This meeting was properly noticed and posted in compliance with the Nevada Open Meeting Law.

Audit Committee Members:

Present unless otherwise noted.

Bill Noonan, Chair

Gregory Lee, Vice Chair.....absent

Mayor Pro Tem Peggy Leavitt

Councilman George Rapson.... via telephone

Ms. Mary Beth Sewald

Commissioner Lawrence Weekly

LVCVA Executive Staff in Attendance

Ed Finger, Chief Financial Officer

Caroline Bateman, Esq., Legal Counsel

Brian Yost, Chief Operating Officer

Terry Jicinsky, Senior Vice President of Operations

Lori Nelson-Kraft, Senior Vice President of Communications &
Government Affairs

Alan Moorhead, Vice President of Audit Services

OPENING CEREMONIES

Chair Bill Noonan called the meeting to order at 4:04 p.m.

FLAG SALUTE The Pledge of Allegiance was performed.

COMMENTS FROM THE FLOOR BY THE PUBLIC

There were no comments from the floor by the public.

APPROVAL OF AGENDA AND MINUTES

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Chair Noonan requested the Audit Committee approve the June 17, 2019, Audit Committee agenda with a motion the Audit Committee hold in abeyance the selection of Officers until a later meeting of the Audit Committee and/or a full meeting of the Board of Directors, and approve the November 20, 2018, Audit Committee minutes.

Member Lawrence Weekly moved and it was carried by unanimous vote of the voting members present, including Member George Rapson via telephone, to approve the June 17, 2019, Audit Committee Meeting agenda with a motion the Audit Committee hold in abeyance the selection of Officers until a later meeting of the Audit Committee and/or a full meeting of the Board of Directors, and to approve the November 20, 2018, Audit Committee Meeting minutes.

Member Weekly clarified with Caroline Bateman, Legal Counsel, the abeyance of selection of officers confirming Chair Noonan would remain as Chair until future discussion of the Audit Committee, to which Ms. Bateman confirmed.

OFFICER NOMINATIONS

In accordance with Board Policy 1.04, the following Committee officer elections will be made.

- Chair
- Vice Chair

This item was held for discussion at a future Audit Committee meeting.

STAFF REPORTS – DISCUSSION AND POSSIBLE ACTION

ITEM A. **Update on the Interim Audit Director's Recommendations**

Mr. Moorhead expressed his appreciation for his first year of service with the LVCVA, and provided an update to the Committee on recommendations provided by the interim Audit Director for internal audit operations.

This was an information item and did not require Committee action.

ITEM B. **Internal Auditor's Report**

Mr. Moorhead delivered a PowerPoint presentation updating the Committee on Internal Audit activities and the status of the LVCVA's 2019 Audit Plan.

Chair Noonan asked Mr. Moorhead to review with the Committee any individual audits that have been completed thus far.

Mr. Moorhead commented on changes in Audit Services processes including the introduction of a new risk assessment approach, and noted the completion of two risk assessments to present the 2020 Audit Plan, and commented on the preparation for a Peer Review.

Mr. Moorhead discussed the Parking Cash Count, Voluntary Separation Program, and Expansion Project Owner Representative Oversight audit results.

Chair Noonan recognized the Expansion Project Owner Representative Oversight audit and commended Terry Miller, LVCVA's Owner Representative, for how well the audit went.

Mr. Moorhead discussed the current and upcoming audits for FY 2019.

Chair Noonan requested Mr. Moorhead update the Committee on the travel audit and discuss any items still outstanding. Mr. Moorhead explained that Audit Services reviews the travel audit once a quarter and outstanding items carry over from the prior policy. Mr. Moorhead noted an improvement from prior audits, explained the travel audit will be conducted within the first quarter of next year as quarter four has not been completed, and thanked Ed Finger, Chief Financial Officer, on the roll out of the new policies.

Mr. Moorhead continued to present a PowerPoint presentation on an overview and status of Audit Services, and recognized Audit Services Internal Auditors, Austin Hunt, Justin Tully, and Tony Simos, acknowledging Mr. Simos' 15-year tenure in Audit Services.

This was an information item and did not require Committee action.

ITEM C. **2020 LVCVA Audit Plan**

Mr. Moorhead provided a PowerPoint presentation on the 2020 LVCVA Audit Plan detailing Risk, Audit Plan Approach, Risk Model, Risk Scoring, Non-Weighted Risk, Weighted Risk, and Top Risk. Mr. Moorhead requested the Committee approve the fiscal year (FY) 2020 Audit Plan for the LVCVA.

Chair Noonan inquired on prior Freeman audits that have been conducted, to which Mr. Moorhead discussed the Freeman audits were added to the 2019 LVCVA Audit Plan and have moved to be conducted as part of the FY 2020 Audit Plan.

Chair Noonan confirmed the Finance Department acknowledges the Freeman audits, to which Mr. Finger confirmed that both the Finance Department and Operation Division acknowledges the Freeman audits.

Mr. Moorhead stated prior concerns on the Freeman audit have been properly corrected

Member Weekly recognized Mr. Moorhead and Audit Services staff on a "job well done".

Member Weekly moved and it was carried by unanimous vote of the voting members present, including Member Rapson via telephone, to approve the FY 2020 Audit Plan for the LVCVA.

ITEM D. **Cyber Security Update**

Mr. Moorhead provided a video presentation on Cyber Security, and discussed the LVCVA Audit Activity periodic reviews on internal and external networks, general controls, and contingency plans.

Mr. Moorhead introduced Lawrence Roney, Vice President of Information Technology, to deliver a PowerPoint presentation.

Mr. Roney delivered a PowerPoint presentation on the LVCVA's Cybersecurity Methodology highlighting the four components of the methodology as educate, protect and prevent, test and monitor, and respond and adapt.

Chair Noonan discussed a Cyber Security Update be provided on briefings, and complimented and thanked Mr. Moorhead and Mr. Roney on the thoroughness of the presentation.

Member Weekly commended Mr. Moorhead and Mr. Roney on a "great presentation".

Mr. Roney thanked Member Weekly.

This was an information item and did not require Committee action.

SET NEXT MEETING DATE

The next Audit Committee will be at the call of the Chair.

DIRECTORS' RECOGNITION

Member Mary Beth Sewald congratulated Mr. Moorhead and the Audit Services staff on a great job and the thoroughness of their efforts.

Member Peggy Leavitt echoed Member Sewald's comments and recognized her previous concerns with Audit Services have been addressed. Expressed her appreciation on the thoroughness of the presentations and commended Mr. Moorhead and Mr. Roney on the Cyber Security Update presentation.

Member Rapson echoed Member Sewald and Member Leavitt's sentiments.

Member Weekly thanked Mr. Moorhead and staff for a "very good and thorough" presentation, echoed previous comments on the thoroughness of item D in the presentation, and expressed his support for the Cyber Security presentation suggesting staff provide the presentation State-wide in terms of keeping the State safe regarding Cyber Security. Member Weekly recognized Mr. Tully as a Toastmaster, and asked Mr. Tully to briefly summarize an overview of the Audit Committee, to which Mr. Tully obliged.

Chair Noonan welcomed Ms. Bateman to the Audit Committee Meeting, and thanked Mr. Moorhead and the Audit Services staff.

COMMENTS FROM THE FLOOR BY THE PUBLIC

There were no comments from the floor by the public.

ADJOURNMENT

Chair Bill Noonan adjourned the meeting at 5:01 p.m.

Respectfully submitted,

Date Approved: November 5, 2019

Christal Harrison
Assistant to the Board of Directors

Gregory Lee
Audit Committee Chair