AGENDA

I. Greetings and Introductions—Ruthe Holden, CAP Chair & chief auditor, Management Audit Services, Los Angeles County Metropolitan Transportation Authority, Los Angeles, CA

II. Welcome Message — Arthur C. Smiley III, vice president & chief auditor, Metropolitan Transit Authority, Houston, TX

III. Approval of Minutes ATTACHMENT 1

IV. Call for Nominations Committee Report & Presentation of Slate (Holden)

   Nominations Committee Report — Colette Thomas Gordon, CAP Nominations Committee & chief internal auditor, Pace Suburban Bus, Chicago, IL ATTACHMENT 2

   Election (Holden)

V. Committee Meeting — Ruthe Holden and New CAP Officers

   a. Old Business — Ruthe Holden

   b. New Business — New CAP Officers

      Topics for discussion include:

      • What do members want to get out of CAP?
      • What should be the frequency of meetings?
      • What are some discussion topics for future meetings?
      • What type of training would members want CAP to offer in 2014 – 2015?
      • What are some ideas for increasing membership and participation in CAP activities?
VI. (1.5 CPE) Training Session – 10:30 AM - Noon
“The Challenges of Implementing a New Payment System from the Perspective of a CFO and an Internal Auditor”
- David Leininger, Financial Management Committee Chair & Executive Vice President & chief Financial Officer, Dallas Area Regional Transit (DART) Dallas, TX
- Albert Bazis, director, internal audit, Dallas Area Regional Transit (DART) Dallas, TX

VII. Closing Remarks—New Chair
MINUTES

• The CAP Meeting was held during the working lunch break of the Audit Training Session.
• Approval of the minutes was deferred until the next general meeting.
• CAP Chair Ruthe Holden shared the CAP’s mission and recent activities with the audience and solicited ideas to increase membership. Several new members attending the training session engaged in the discussion.
• CAP Chair Ruthe Holden reminded everyone that her commitment to return as chair ends with the 2014 Annual Meeting.
• The Nominating Committee for new upcoming officers was announced as Andrell Holloway & Brenda Neubauer of Chicago Transit and Collette Thomas Gordon of PACE.
• The meeting adjourned to return to the Training Session.

THE NEXT CAP MEETING WILL TAKE PLACE AT THE 2014 ANNUAL MEETING & EXPO. WEBINARS WILL TAKE PLACE IN THE INTERIM.
TO: Ruthe Holden, Chair  
Committee of Audit Professionals (CAP)

FROM: Collette Thomas-Gordon, Representative  
2014-2017 CAP Nominating Committee

SUBJECT: CAP Election to Be Held On October 11, 2014  
Houston TX – 2014 APTA Annual Meeting & EXPO

During the committee meeting held at the 2013 APTA Annual Meeting, Andrell Holloway, Brenda Neubauer and Collette Thomas-Gordon all volunteered to serve on the nominating committee for the 2014-2017 term of CAP officers. The committee held a telemeeting to discuss the election and potential candidates. Two of the issues the committee addressed were continuity and progression in leadership. Following that meeting, the committee put forth the following slate to the CAP roster of members on that date.

**RECOMMENDED SLATE OF OFFICERS FOR 2014-2017 CAP OFFICERS**

<table>
<thead>
<tr>
<th>NAME</th>
<th>CANDIDACY POSITION</th>
<th>MEMBERSHIP AFFILIATION</th>
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<tbody>
<tr>
<td>Helen Lew</td>
<td>Committee Chair</td>
<td>Current CAP 2nd Vice Chair and Inspector General for the Washington Metropolitan Transit Authority, Washington, DC</td>
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<tr>
<td><strong>James Cali</strong></td>
<td>Committee Co-Vice Chair</td>
<td>Current CAP 2nd Vice Chair and Director of Internal Audit for Bi-State Development Agency – St. Louis Metro, St. Louis, MO</td>
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<td><strong>(candidacy withdrawn)</strong></td>
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<tr>
<td>Collette Thomas-Gordon</td>
<td>Committee Co-Vice Chair</td>
<td>Current CAP Member and Chief Internal Auditor/EEO Officer Pace Suburban Bus, Arlington Heights, IL</td>
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James Cali has subsequently withdrawn his name from candidacy due to a heavy workload; therefore, the committee recommends the election of the remaining two candidates as listed.