

Ohio Police & Fire Pension Fund

MINUTES

Administration / Audit Committee
140 East Town Street, Columbus, Ohio 43215
August 21, 2018

Committee Chair Wainscott called the meeting to Order 1:21 pm.

Trustees In attendance: Deighton, Desmond, Montgomery, **Moore**, Patton and **Wainscott**

Staff: Foley, Graham, Harville, Holodnak, M. Jordan, McCann, McElroy, Miller, B. O'Brien, Rankin and Sparks

Others: None

Excuse Trustee Maloney Stifler: Mr. Wainscott moved and Mr. Moore seconded a motion to excuse Ms. Maloney Stifler from today's Administration/Audit meeting. The motion passed with a roll call vote as follows:

Ayes: Moore and Wainscott

Nays: None

AGENDA ITEM 1:

Approval of Minutes: Mr. Wainscott moved and Mr. Patton seconded a motion that the committee approves the June 19, 2018 Administration/Audit minutes. The motion passed with a roll call vote as follows:

Ayes: Moore and Wainscott

Nays: None

AGENDA ITEM 2:

Business and Technology Solutions Report:

Mr. Brian O'Brien BTS Director, reported that the department is in the mist of material changes from a team leadership perspective. One major goal is to present a meaningful, accurate and transparent picture of the fund's information technology environment.

The three key elements of our organizational transformation is based on our people, our processes and our technology. These key elements will be the framework by which this Business and Technology Solutions update will be presented. People bring knowledge and skills. Process is the ability to manage and control our complex environment. Technology addresses the tools and techniques used to make our work efficient.

AGENDA ITEM 3:

Internal Auditor Status Update:

Ms. Caren Sparks outlined her *Executive Summary*: Attached is the Summary of Internal Audit Activity report for the Period Ending August 6, 2018 for the Administration/Audit Committee's review. The intent of this document is to inform the Committee of the various projects in process and/or completed by Internal Audit. (See Internal Auditor Status Update Summer Final Report and Outstanding comments.)

AGENDA ITEM 4:

Approval of Trustee Travel motion was removed from the August 21, 2019 Agenda.

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AGENDA ITEM 5:

For Your Information Section: The Pending and Pre- Approval of Trustee Travel report located under the For Your Information tab is provided for trustees to monitor their travel expenses as requested by ORSC.

AGENDA ITEM 6:

Open Discussion: No items discussed.

Adjournment:

Meeting adjourned at 1:58 p.m.



John Wainscott, Chair
Administration/Audit Committee

Committee Materials Provided/Attached:

1. Administration/Audit Minutes 6/19/2018;
2. B. O'Brien 's Business and Technology Solutions Repot 082118
3. Sparks' Internal Audit Status Update memo and dated, 82118;
4. C. Sparks' Board Governance Policy Manual and memorandum w/ motion, dated 6/19/18;
5. 2018 -2019 Administration/ Audit Committee Agenda Schedule; and
6. Pending and Pre-Approval of Trustees Travel Report (Under FYI Section).