

**CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY  
BOARD OF DIRECTORS PUBLIC HEARING**

[www.capmetrotx.iqm2.com](http://www.capmetrotx.iqm2.com)

~ MINUTES ~

---

**Monday, January 25, 2021  
12:00 PM**

**12:03 PM Hearing Called to Order  
12:55 PM Hearing Adjourned**

---

**I. Presentations:**

1. Presentation of the results of the Capital Metro Quadrennial Review.

Vice President of Internal Audit Terry Follmer introduced consultants from Weaver & Tidwell and Goodman Corporation, who shared the results of the recent Quadrennial Performance Audit of Capital Metro. This audit is required every four years by the Texas Transportation Code. Terry introduced Alyssa Martin, a partner at Weaver & Tidwell, who kicked off the presentation. Alyssa introduced other members of the team who were present.

Ms. Martin first walked through the scope and objectives of the audit and the requirements under the law. The period of review was FY2019 - FY2019, and the three areas of focus for the audit were administration and management of the authority; compliance with applicable laws under Section 451 of the Texas Transportation Code and other applicable state laws; and the collection of statistics and measurements required as state-mandated performance indicators.

Ms. Martin summarized the results under each of the areas - there were no findings of non-compliance under any of the three tasks. She then introduced Weaver's Brandon Tanous, who highlighted eight recommendations for management's consideration which were identified during the performance of the audit. Adam Jones from Weaver then went into more detail on some of the results and the recommendations for the first two focus areas. Board Member Travillion followed up with a request for more specific detail on DBE/SBE recommendations under the contract management area. Board Member Stratton also followed up with questions about career ladders and organizational alignments for both Capital Metro and contracted service providers.

Susan Maclay from the Goodman Corporation then finished the review of the audit task areas by going into more detail on the last task area on performance indicators. Again, there were no specific findings from the audit, but Ms. Maclay ran through the results and two recommendations for management from this area. Board Member Kitchen then asked Ms. Maclay for further details on the timing of the fare recovery metric and analysis and the effect of increased ridership on it.

**II. Public Comment:**

There were no public commenters signed up to speak at the hearing.

### III. Adjournment

#### ADA Compliance

*Reasonable modifications and equal access to communications are provided upon request. Please call (512) 369-6040 or email [ed.easton@capmetro.org](mailto:ed.easton@capmetro.org) if you need more information.*

***BOARD OF DIRECTORS:*** *Wade Cooper, Chair; Eric Stratton, Secretary; Terry Mitchell; Troy Hill; Ann Kitchen, Jeffrey Travillion and Pio Renteria.*

The Board of Directors may go into closed session under the Texas Open Meetings Act. In accordance with Texas Government Code, Section 551.071, consultation with attorney for any legal issues, under Section 551.072 for real property issues; under Section 551.074 for personnel matters, or under Section 551.076, for deliberation regarding the deployment or implementation of security personnel or devices; arising regarding any item listed on this agenda.