



improving the organizational development of the Internal Audit department and the Vice President.

**BUSINESS CASE:** Completion of performance reviews at least annually is important in order to provide feedback on completion of annual goals, input for improvement opportunities, and to support merit pay adjustments.

**COMMITTEE RECOMMENDATION:** This item will be presented to the Finance, Audit and Administration Committee on November 10, 2021.

**EXECUTIVE SUMMARY:** By statute, Capital Metro's Vice President of Internal Audit reports directly to the Board of Directors. The Board has delegated development of the performance plan and the performance review process for the Vice President of Internal Audit to the Finance, Audit, and Administration Committee.

The Committee's review of the performance of the Vice President of Internal Audit for Fiscal Year 2021 has resulted in a performance rating of Exceptional.

**DBE/SBE PARTICIPATION:** Does not apply.

**PROCUREMENT:** Does not apply.

**RESPONSIBLE DEPARTMENT:** People and Culture

**RESOLUTION  
OF THE  
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY  
BOARD OF DIRECTORS**

**STATE OF TEXAS  
COUNTY OF TRAVIS**

**AI-2021-251**

WHEREAS, the Vice President of Internal Audit reports to the Board of Directors; and

WHEREAS, the annual review of the Vice President of Internal Audit's performance has been delegated by the Board to the Finance, Audit, and Administration Committee.

NOW, THEREFORE, BE IT RESOLVED that the Fiscal Year 2021 performance review of the Vice President of Internal Audit, has resulted in a performance rating of Exceptional.

**Date:** \_\_\_\_\_

\_\_\_\_\_  
**Secretary of the Board  
Eric Stratton**