SUMMARY STATEMENT


COMMITTEE: Labor

COMMITTEE MEETING DATE: September 11, 2018

BOARD ACTION DATE: September 20, 2018

PROPOSAL: That the Board appoints David J. Aubrey to serve as Inspector General for the DRPA and for PATCO effective September 20, 2018. The Inspector General will report directly to the CEO and the Audit Committee.

BACKGROUND: The Inspector General position was posted on the DRPA website and various standard job boards from August 8, 2017 until September 8, 2017. Ninety-two (92) applications were received. The applications and qualifications of the applicants were carefully reviewed and it was determined that fifty (50) of the applicants would receive further consideration. Of those fifty (50) candidates, eight (8) candidates were submitted for further consideration based on their qualifications. Candidate David J. Aubrey was hired by DRPA as manager of Internal Audit in 2013 and has been serving as Acting Inspector General since May 6, 2017. Mr. Aubrey has been found to meet the qualifications of the position and has been recommended for consideration to fill the position. Mr. Aubrey is fully qualified to assume the position. Assuming the Board accepts this recommendation, Mr. Aubrey will be reporting directly to the CEO and the Audit Committee.

In addition, approval is requested to restructure the Office of the Inspector General, which will include the abolishment of the Manager, Internal Audit position and the creation of the “Manager, Ethics and Compliance” position within the Office of the Inspector General. Under the direction of the Inspector General, the Manager, Ethics and Compliance will be responsible for developing ethics and compliance policies and procedures, including identifying regulatory and business requirements. At the direction of the Inspector General, the Manager, Ethics and Compliance will be responsible for drafting and obtaining approval for related policies; establishing and executing internal controls; and establishing procedures to promote compliance.
with those policies, among other duties to be outlined in the job description. The Manager, Ethics and Compliance also will closely support the Inspector General in providing advice and support to management.

Upon approval, the position of “Manager, Ethics and Compliance” will be posted internally and externally through the DRPA website and other various standard job boards.

SUMMARY:
- Amount: as graded
- Source of Funds: Revenue Funds
- Capital Project #: N/A
- Operating Budget: 2018
- Master Plan Status: N/A
- Other Fund Sources: N/A
- Duration of Contract: N/A
- Other Parties Involved: David J. Aubrey
RESOLUTION

RESOLVED: That the Board of Commissioners of the Delaware River Port Authority hereby appoints David J. Aubrey to serve as Inspector General for the DRPA effective September 20, 2018; and be it further

RESOLVED: That the Board of Directors of the Port Authority Transit Corporation (PATCO) hereby appoint David J. Aubrey to serve as Inspector General for PATCO effective September 20, 2018; and be it further

RESOLVED: That the Board of Commissioners of the Delaware River Port Authority approve the abolishment of the position of “Manager, Internal Audit” and the creation of the position, “Manager, Ethics and Compliance”. A job description will be created and the new position will be posted internally and externally through the DRPA website and various standard job boards.

SUMMARY:  
Amount: as graded  
Source of Funds: Revenue Funds  
Capital Project #: N/A  
Operating Budget: 2018  
Master Plan Status: N/A  
Other Fund Sources: N/A  
Duration of Contract: N/A  
Other Parties Involved: David J. Aubrey