

**North Carolina Education Lottery Commission Meeting**

**Tuesday, December 3, 2019 at 10:00 a.m.**

**North Carolina Education Lottery Headquarters**

**Possibilities Conference Room**

**2728 Capital Blvd**

**Raleigh, North Carolina 27604**

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|--|---------------------------------------|
| <b>I. Call To Order</b>                            | <b>Chairman Rand/Vice Chair Tyson</b> |
| <b>II. Pledge of Allegiance</b>                    | <b>NCEL Commission</b>                |
| <b>III. Approval of September 12, 2018 Minutes</b> | <b>Chairman Rand/Vice Chair Tyson</b> |
| <b>IV. Committee Reports</b>                       |                                       |
| a. Financial Matters Committee Report              | <b>Commissioner Roth</b>              |
| • Finance Update                                   | <b>Bill Jourdain</b> , Deputy         |
| • External Audit Report (Cherry Bekaert LLP)       | Executive Director                    |
|  | Finance, Administration               |
|  | & Security                            |
| b. Internal Operations Report                      | <b>Commissioner Shew</b>              |
| • Internal Audit Updates                           | <b>Mike Suggs</b> , Director          |
| ○ Audit of Prize Validation                        | Internal Audit                        |
| ○ Audit of Customer Service and                    |                                       |
| Communications                                     |                                       |
| ○ Update on External Security Audit                |                                       |
| ○ Update on External Quality Assessment            |                                       |
| Of the Internal Audit Activity                     |                                       |
| • Human Resources Updates                          | <b>Marbet Cuthbert</b>                |
| ○ Product Development and Digital                  | Director, Human Resources             |
| Gaming DED Update                                  |                                       |
| ○ Digital Gaming Proposed Positions                |                                       |
| c. Games & Marketing Report                        | <b>Commissioner Bengel</b>            |
| • Brand Management Update                          | <b>Frank Suarez</b> , Deputy          |
| ○ Sponsorship Study                                | Executive Director                    |
|  | Brand Management &                    |
|  | Communications                        |
| • Product Development Update                       | <b>Randy Spielman</b> ,               |
| ○ Digital Instants                                 | Director, Product                     |
|  | Development                           |
| • Sales Update                                     | <b>Terri Avery</b> ,                  |
|  | Deputy Executive Director,            |
|  | Sales                                 |
| d. Community Affairs Report                        | <b>Commissioner Crowder</b>           |
| • Legislative Matters                              | <b>Hayden Baugess</b> ,               |
|  | Director Government Affairs           |
| • HUB Report                                       | <b>Annette Taylor</b> ,               |
|  | Minority Business and                 |
|  | Community Affairs Manager             |
| <b>V. Executive Director's Report</b>              | <b>Mark Michalko</b> ,                |
| a. Contracts of \$90,000                           | Executive Director                    |
| <b>VI. Closed Session</b>                          |                                       |
| a. Annual Internal Audit Discussion                |                                       |
| b. Legislative Mandated Studies                    |                                       |
| c. Personnel Matter                                |                                       |
| <b>VII. Adjourn</b>                                | <b>Chairman Rand/Vice Chair Tyson</b> |