



Port of Seattle Commission
AUDIT COMMITTEE

October 10, 2016 – 9:00 a.m.

Commission Chambers, Pier 69, 2711 Alaskan Way, Seattle, Washington

Committee members:

Commissioner Tom Albro, Chair
Commissioner John Creighton
Committee Public Member Christina Gehrke

Also attending:

David Soike, Chief Operations Officer
Aaron Pritchard, Commission Issues and Policy Manager
Amy Dressler, Assistant Commission Clerk

ORDER OF BUSINESS

1. Call to Order
2. Approval of Minutes – August 8, 2016

External Audits

3. State Auditor's Office Entrance Meeting
Joe Simmons, Audit Manager
Melia Lucero, Assistant State Auditor
4. [Moss-Adams Engagement Service Plan](#) (Entrance Meeting)
Laurie Tish, Partner, Moss-Adams LLP
Olga Darlington, Partner, Moss-Adams LLP
5. [Health Insurance Portability and Accountability Act Compliance Audit](#)
Chris Apgar, Apgar & Associates

Updates

6. [Flexible Work Plan Status](#)
Jessica Martin-Carscadden, Manager, Internal Audit
7. Management Update on Contract Administration
David Soike, Chief Operations Officer

Lease and Concession Audits¹

8. [Mad Anthony's at Pier 66 and Chinook's at Fishermen's Terminal](#)
(no findings)
9. [Clipper Navigation Inc.](#) (a *presentation* is available)
Jessica Martin-Carscadden, Manager, Internal Audit

Additional New Business²

10. [2017 Internal Audit Department Budget](#)
Jessica Martin-Carscadden, Manager, Internal Audit
11. Request for Review of [Audit Committee](#) and [Internal Audit](#) Charters
Joyce Kirangi, Director, Internal Audit
12. Adjournment

¹ Lease and Concession items are reviewed when there are findings, or by Committee request.

² There are no Central Accounting Processing Systems, Comprehensive Operational, Third-Party Management, Limited Operational, or Information Technology Audits scheduled for this date.